How to use this Handbook

The Postgraduate Course Handbook is a complete reference for prospective and current students to the University's academic programs and structures. This Handbook is ordered into three main areas: general Swinburne information; postgraduate course information; and subject details.

To locate a specific course, consult the main contents page, opposite, and identify the course title and page reference you require. All subject details for all courses are contained in the final chapter in alphanumeric order.

Course descriptions

Courses are listed in alphabetical order under the offering Organisational Unit. Each course description outlines a course structure which includes a list of required subjects.

Subject details

All subjects may be found in the final chapter of the Handbook. All subjects are allocated an alphanumeric code and are listed in this order.

Policies and procedures

The official policies, procedures and regulations relating to students is available from the University website: www.swinburne.edu.au/corporate/registrar/ppd/main.htm

CourseFinder

Swinburne's CourseFinder is the source of this handbook's course information, which was downloaded in September 2003. The database is updated regularly throughout the year. For the most up-to-date information, the database can be accessed from our website under 'Courses' or at: www.swinburne.edu.au/coursefinder

The Postgraduate Course Handbook is published each year. Students should carefully read all official correspondence, the student newspaper 'The Swine', and University noticeboards to be aware of changes to this information.

Caution

While Swinburne University of Technology has used all reasonable care and skill in collating or presenting the information, the University cannot guarantee or take responsibility for the accuracy of the information provided. The information contained in this Handbook is as correct as possible at the date of publication, being December 2003.

The Freedom of Information Act 1982 ("the Act"), which came into force on 5 July 1983, applies to Swinburne University of Technology. The purpose of the Act is to extend the right of access to information to persons requesting a document held by an agency. Applicants are required to lodge their request in writing to the Freedom of Information Officer. It is the policy of the University to conform with the spirit and intent of the Act with regard to disclosure.

Swinburne University of Technology is committed to providing a learning and working environment that is based on equality of opportunity for all.
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The motto: the College of Arms' translation of the motto is: 

The book is symbolic of learning.

The crest: the demi-Boar and the cinquefoil perpetuate the Swinburne connection; Mullets in Cross symbolise the Southern Cross. Serve to indicate an association with another armigerous body or family. The four Mullets (Stars) are what are known heraldically as ‘differences’, which may often cinquefoil which appears in the family coat and the addition of the Bordure and the modification of the family’s coat of arms preserves and strengthens that link. Swinburne holds a unique place among educational institutions in Australia in the link that persists between it and the founder and his family. The conferring of a modification of the family’s coat of arms preserves and strengthens that link. The arms: the basic colours of red and white, and the cinquefoils charged on the shield, commemorate the arms of the Swinburne family. The omission of the third cinquefoil which appears in the family coat and the addition of the Bordure and the Mullets (Stars) are what are known heraldically as ‘differences’, which may often serve to indicate an association with another armigerous body or family. The four Mullets in Cross symbolise the Southern Cross. The crest: the demi-Boar and the cinquefoil perpetuate the Swinburne connection; the book is symbolic of learning. The motto: the College of Arms’ translation of the motto is:

Achievement through learning

Coat of Arms

A Proud History

The 1892 proclamation by the Parliament of Victoria of the Swinburne University of Technology Act marked not only recognition of its distinguished history, but the beginning of a new period of growth and innovation for Swinburne. From its establishment in 1908 in Melbourne’s eastern suburb of Hawthorn, Swinburne has grown from being a local provider of technical education into a multidisciplined, multicampus provider of higher education of national and international significance.

Swinburne was established as the Eastern Suburbs Technical College by George Swinburne and the first students were enrolled in 1909, when classes began in carpentry, plumbing and blacksmithing. Soon afterwards, a boys’ junior technical school and the first girls’ technical school in Victoria, were established.

In 1913 the institution changed its name to Swinburne Technical College, to commemorate the Honourable George Swinburne, a former Mayor of Hawthorn and a member of the Parliament of Victoria who was responsible for the initial establishment of the college.

In 1965 Swinburne affiliated with the Victoria Institute of Colleges, which was established in that year by an Act of the Parliament of Victoria, to foster the development and improvement of tertiary education in technical, agricultural, commercial and other fields of learning (including the liberal arts and the humanities) in institutions other than in the universities of Victoria.

The range of courses and the various levels at which they were offered grew to such an extent that in 1969, the boys’ and girls’ technical schools were taken over by the Victorian Education Department while the college remained as an autonomous institution.

An extensive reorganisation of advanced education took place in Victoria in the period 1976-78 culminating in the passing of the Victorian Post-Secondary Education Act. Under the Act the Victoria Institute of Colleges was dissolved and the Victorian Post-Secondary Education Commission established.

Under the new arrangements, Swinburne Council was given power to grant bachelor degrees. The first of these was awarded at a conferring ceremony held on Thursday 21 May 1981 at the Cambewell Civic Centre.

Swinburne University of Technology was proclaimed on 1 July 1992. Noted Australian businessman Mr Richard Pratt AO was installed as Swinburne’s Foundation Chancellor on 15 March 1999.

Swinburne Today

Swinburne has a strong reputation in Australia and overseas as a provider of career orientated education and as a university with a commitment to research. The University maintains a strong technology base and important links with industry, complemented by a number of innovative specialist research centres which attract a great deal of international interest.

A feature of many Swinburne undergraduate courses is the applied vocational emphasis and direct industry application through Industry-Based Learning (IBL) programs. Swinburne was a pioneer of IBL, a program which places students directly in industry for vocational employment as an integral part of the course structure.

Swinburne is now one of a few Australian universities whose responsibilities span the range of programs from apprenticeships to PhDs. In keeping with this breadth of involvement, the University continues to play a leading role in creating new approaches to integration between sectors.

The creation of study Pathways between sectors and courses is firmly in place at Swinburne. Current Pathways involve moving either from the TAFE sector into Higher Education or from TAFE based VCE studies into full TAFE courses. A limited number of Pathways are available for students to move from degree courses into TAFE studies, and this will increase in the future. This process of articulation provides students with greater flexibility to complete tertiary qualifications.

Teaching and learning enhancement is a strategic priority for the University, and Swinburne is committed to the transfer of lifelong learning skills.

Swinburne’s operations are now conducted at six campuses: Croydon, Hawthorn, Healesville, Lilydale, Prahran and Wanaka, reflecting the University’s commitment to provide expanded and more accessible educational opportunities to the residents of Melbourne’s eastern suburbs.

While focusing on its regional responsibilities, Swinburne is heavily involved in international initiatives and plays a significant part in the internationalisation of Australia’s tertiary education system. In 1998 Swinburne established the Laem Chabang School of Engineering in Thailand providing VET programs in electrical/electronic and mechanical engineering, information technology and English language studies. In 2000, Swinburne Sarawak Institute of Technology was established in Kuching, East Malaysia. It provides seamless multisectoral tertiary education in engineering (computer systems,
electronics and mechatronics), and business. A new venture in Vietnam is under development.

Our Future
To be a pre-eminent entrepreneurial university from the Asia-Pacific, thriving on new ideas and knowledge and exploiting our intersectoral heritage to create value for our stakeholders.

Our Business
To pursue the generation, transfer and creative application of knowledge and skills, using our intersectoral operations and programs.
To provide innovative education, research and training for the benefit of:

- students
- strategic partners
- industry and business generally
- staff
- the diverse communities and societies in which we operate.

Our Strategic Themes

The Entrepreneurial University
Swinburne will be a renowned centre for entrepreneurship and innovation. Entrepreneurship and innovation will be a hallmark of everything that we do. We will prepare students to participate in the new economy and society of the twenty-first century and heighten their awareness of, and capacity to make the choice between, employment and self-employment.

The Research Intensive University
We will scale up the levels of research activity in all Schools and Institutes in the Higher Education Division so that the Division becomes truly research-intensive.

Internationalisation
Swinburne will become known as one of Australia’s most internationalised universities. All students will be able to gain exposure to international experience through the curriculum and through direct exposure to international environments. In a sense, every Swinburne student will be an international student. We will also further internationalise the student body.

Flexible Learning and Teaching
We will build optimal learning environments throughout the University. These learning environments will develop in all students their innate capacities for creativity and deep learning, and will be characterised above all by flexible learning and a more learner-centred approach.

The Intersectoral Advantage
We will capitalise on the advantages presented by operating at both the vocational education and training level and the higher education level in order to provide students, industry and business with manifold options.

Teaching Sectors
Swinburne has two teaching sectors under the control of one Council: Higher Education and Technical and Further Education (TAFE).

Higher Education
The Higher Education Sector offers professional qualifications ranging from degrees of Bachelor to graduate qualifications (certificates, diplomas and degrees of Master and PhD). The Higher Education Sector comprises two divisions: Higher Education (Hawthorn / Prahran) and Swinburne, Lilydale.
A total of 14,320 students were enrolled in the Higher Education Sector in the year 2002.

Technical and Further Education (TAFE)
The TAFE Sector offers courses at professional and para-professional level covering diploma, certificate, apprenticeship, VCE and access programs. A number of specialist courses are also provided for industry and the community. The TAFE Sector comprises four Teaching Operations: School of Arts, Hospitality and Sciences; School of Business and eCommerce; School of Engineering; School of Social Sciences.
A total of 25,417 students were enrolled in TAFE courses in 2002.
Swinburne campus location map
Governance Structure

Council

Statutory Boards of the University

- Academic Board
  - Higher Degrees Committee
  - Academic Programs Quality Committee
  - Academic Policy & Planning Committee

- Divisional Advisory Boards:
  - Higher Education (Hawthorn/Prahran)
  - Lilydale
  - TAFE

- Board of TAFE Studies

Committees of Council

- Joint Planning and Resources (JPRC) Committee
- Finance Committee
- Staffing Committee
- Campus Planning & Building Committee
- Legislation Committee
- Executive Committee
- Search Committee
- Honorary Degrees & Professor Emeritus Committee
- Remuneration Committee
- Ethics Committees
- Audit Committee
University Structure

Council

Vice-Chancellor/President

Higher Education
Deputy Vice-Chancellor

Lilydale
Deputy Vice-Chancellor (Learning and Teaching)

Research
Pro Vice-Chancellor (Industry Relationships)

Resources
Vice-President

Student Affairs
Vice-President

TAFE
Deputy Vice-Chancellor

Institutes
Australian Foresight Institute (AFI)
Brain Sciences Institute (BSI)
Graduate School of Integrative Medicine (GSIM)
Industrial Research Institute Swinburne (IRIS)
Institute for Social Research (ISR)
Swinburne Knowledge
Higher Education Division (Hawthorn/Prahran)

Deputy Vice-Chancellor (Higher Education)

Pro Vice-Chancellor (Academic) and Deputy Head

Higher Education Divisional Office

Australian Graduate School of Entrepreneurship (AGSE)
National Institute of Design
School of Biophysical Sciences & Electrical Engineering
School of Business
School of Engineering and Science
School of Information Technology
School of Mathematical Sciences
School of Social and Behavioural Sciences

Centre for Astrophysics and Supercomputing
Centre for Ultrastar Laser Spectroscopy
Centre for Biomedical Instrumentation
Centre for Convergent Technologies (CCT)
Centre for Imaging and Applied Optics (CIAO)
Centre for Micro-Photonics (CMP)
Neuropsychology Laboratory
Swinburne Sensory Neurosciences Laboratory

Centre for Business and Management Research (OBMR)
Centre for Applied and Bio-Colloidal Sciences
Centre for Intelligent Systems and Complex Processes (CISCP)
Centre for Internet Computing and eCommerce (CICEC)
Centre for Molecular Simulation
Centre for Software Engineering
Swinburne Computer Human Interaction Laboratory (SCHIL)

Centre for Intelligent Agents and Multi-Agent Systems (CIAMAS)
Centre for Mathematical Modelling
Centre for Convergent Technologies (CCT)
Centre for Intelligent Systems and Complex Processes (CISCP)
Centre for Internet Computing and eCommerce (CICEC)
Centre for Molecular Simulation
Centre for Software Engineering
Swinburne Computer Human Interaction Laboratory (SCHIL)

Australian Centre for Emerging Technologies and Society (ACETS)
Psychology Centre

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Staff and Officers of the University

University Council

Chancellor
Dr D. Mitchell, BSc(Melb), PhD(Lond)

Appointed by the Governor-in-Council
K. Bowlen, BA(SIT)
K. Cato, ADIA, AGI, AIGA, ARMIT, AWADA, FAMI, FDIA
D. Eynon, BEd(Mon), MA(Melb)
H. Gray, BA(Hons), LLB(Hons)(Melb)
R. Hodges, DipEng(Aero)(RMIT)
I.R. Wilson, BCon(Hons), MBA(Mon)

Appointed by the Minister for Tertiary Education and Training
K. Cleave, BCon(Exon)

Appointed by the University Council
J. Austin, BA, DipEd(Sheff)
T.W. Brown, FCA, ASCPA (Deputy Chancellor)
J. King, BA(Murd), FACD
S. Lipski, BA, BA(Melb)
D. Watson, DipMS(Lon), FCIS, FAICD, FAIBF
K.N. Watson, BA, BA, DipEd, BEd(Melb)

Member ex officio
Prof I. Young, BE(Hons), MEngSc, PhD(UC), FIEAust, FTSE

Chair of the Academic Board
Prof H. Luekenhausen, GradDip(Industrial Design)(RMIT), DipEd(Haw), MDIA

Chair of the Board of Technical Studies
J. Bissland, BA(Hons)(Saskatchewan), MA(Ontario), GradDipChildDevelopment, GradDipEd(Melb), MEdStudies(Mon)

Elected by Higher Education Academic Staff
G.M. Leonard, BSc(Hons), MACS

Elected by TAFE Academic Staff
D. Street, BA(Hons)(Otago), DipEd(Dunedin)

Elected by General Staff
B. Camfield, BA(SIT), AssocDipLib(RMIT)

Elected by Higher Education Students
M. Katariya

Elected by TAFE Students
S. Desmond

Council Secretariat

Secretary
Dr M. Tomlinson, BCom(Hons)(Melb), MA(LaT), PhD(Exon)

Executive Officer
A. Daun, BA(Hons)(Exon)

Chancellery

Chancellor
Dr D. Mitchell, BSc(Melb), PhD(Lond)

Vice-Chancellor and President
Prof I. Young, BE(Hons), MEngSc, PhD(UC), FIEAust, FTSE

Deputy Vice-Chancellor (Higher Education)
Assoc Prof D. Murphy, BE(Mon), MSc(Lond), PhD(Oxon), FIEAust, CPEng

Deputy Vice-Chancellor (Lilydale)
Prof B. van Ernst, AM, BA, MEd, PhD(LaT), TPTC, MACE

Deputy Vice-Chancellor (TAFE)
A. Crazier, BSc(Hons)(Lond), PGCE(Camb)

Pro Vice-Chancellor Research
Prof K.C. Pratt, BE(Chem), PhD(Melb), FICE, FIEAust, FTSE

Vice-President (Resources)
S. Murby, BSc(Hons)(LaT), GradDipEd(Haw), FRSA

Vice-President (Student Affairs)
S. Davies, BA(Hons)(Leic), DiplMktg(CIM), AFAMI, CFM

Director, Internal Audit
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Director, Swinburne Knowledge
Dr B. Whan, BE(Hons), PhD, AIMM, MIAust

Director, Australian Foresight Institute (AFI)
Prof R. Slaughter, BA(Hons), PhD, PAWS

Director, Foresight Planning and Review
M. Conway, BA(Griffith), GradDipTertEd, Med(Hons)(UNE)

University Commercial and Intellectual Property Lawyer
T. Rowan, LLB(Hons), BA(Melb)

Executive Officer to the Vice-Chancellor
Dr M. Thorne, BA(Hons), LLB(Hons), PhD(Melb)

University Secretary
Dr M. Tomlinson, BA(Hons)(Melb), MA(LaT), PhD(Exon)

Office of the Pro Vice-Chancellor Research and Industry Relationships

Pro Vice-Chancellor
Prof K.C. Pratt, BE(Chem), PhD(Melb), FICE, FIEAust, CPEng, FRACI, CChem, FTSE

Graduate Research School

Director Research
S. Mosca, BA(Melb), GradDipBusSys(RMIT)

Director Graduate Studies
Dr D. Barron, BEd(Hons), PhD

Industry Relationships

Director
J. Kay, BA, BEd(Melb), GradDipEd(Counselling)(RMIT)

Office of the Deputy Vice-Chancellor Learning and Teaching

Deputy Vice-Chancellor
Prof B. van Ernst, AM, BA, MEd, PhD(LaT), TPTC, MACE

Teaching and Learning Support

Director
G.D. Arger, TeachCert, BA(Hons)(NU), MEd(Hons)(UNE)

Deputy Director
P.N. Ling, BCom(Melb), DipEd(Melb), BEd(Melb), PhD(Melb)
Senior Educational Development Advisor
K.K. Wong, CertTertiaryTeaching(HKPU), AdDipEd(HK), Licentiate DipEd(Chartered College of Preceptors, UK), BEd(WACAE), MEd(HK), MA(Deakin), PhD(VUT)

Educational Development Advisors
C. Pocknee, DipEd(Melb), GradDipSpecialEd(Melb), BEd(Griffith)
I. Charleson, DipArts&Design(BallaratCAE), DipEd(TPTC), BEd(LaT), GradDipEdTech(VicColl), GradDipEdAdmin(HEI), CertIV(WorkPlaceTraining)(Chisholm), MEd(VUT)
D. Robbie, DipTeach(Melb), BEd(Melb)
K. Salehi, DipPSF(RMIT), BA(CT), GradDip/Instructional Design & Tech

Office of the Vice-President (Resources)

Vice-President
S. Murby, BSc(Hons)(LaT), GradDipEd(Haw), FRSA

Associate Director, Resource Planning and Analysis
Dr R.D. Sharma, BSc(Tas), DipEd(Tas), GradDipOpsRes(RMIT), MEdAdmin(NewEng), PhD

Executive Director, Major Projects
G. Wikie, AssDipPA(RMIT), GradCertEntMan(SIT)

Coordinator, Swinburne History and Artefacts
S. Jervis, BA(Adel)

Project Officer
J. Johnston, BSc(Hons)(LaT), GDipOccHyg(Deak), EnvAudTrg(Barton), IntAudTrg(SIT)

Facilities and Services Group

Director
Vacant

Group Leader
S.J. Beall

Deputy Director
G. Joy

Finance Department

Director
B.M. Telford, BComm(Melb), MBA(Deak), CPA, ASIC

Deputy Director
E. Romer, BComm(Deak), ASA

Human Resources Department

Director
S.J. Beall

Manager, HR Administration
L. Slattery, BComm(Melb), MBA(Deak), MEnvSci(Mon), CPA

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C. Farrell, BSc(Bed)(Hons)(SUT)
N. Fish, BSc(Bed)(Hons)(SUT)
J. Filzek, MBA(HRM), AFAHRI
D. Gardner, BBus(SIT), CPA
J. Grainger, BEd(Mon)
S. Kokonis, BSc(Mon), BA(Hons)(SUT)
C. Moore, BAppSci(IT)
C. Langridge, BBus(SUT), GradDipTax(RMIT), GradDipEd(Mon), MTax(RMIT), ASOPA(Taxation).
J. McCormack, DipPT(CE), BScSc(Hons)(SUT)
C. McIntosh, BA(Hons)(SUT)
S. O’Sullivan, BA(LaT), DipEd, AssDip(AeroEng)(RMIT)
A. Peters, BBus(Hons)(SUT)
L. Signor, GradDipEDLT, GradDipEd(LaT)
S. Theiler, BAPsyCh&Psych, GradDipAppPsych(SUT)
T. Tennyson, BBus(Accounting), GradDipEd(LaT), MComLaw(Deakin), ASA
T. Townsend, BAppSci(Lon), BA, GradDipAppPsych(Prev), GradDipBus(Deakin), MOrgPsych(Melb), MAPS, AIMM, AFAHR
M. Tucker, BEco(Hons), MCom(Melb)
N. Vargas, GradDipBus(Business and Communication)(SUT)
I. Wallace, GradDipPS(SUT)

Discipline Leaders

Core Subjects
J. Bryant, BA(Hons)(LaT), DipEd(Melb), MA(Mon)

Accounting
J.B. Lourens, BBus(Acc)(CIT), GradDipAcc&Fin(CIT), DipEdSCVH, MAdmin(Mon), Ph.D(Mon), FCPA

Economics
R. Smith, BA(Hons), DipEd, DipContEd(UNE), GradDipBIT(SIT), MCom(NSW), MEd(Econ)(Mon), MACE

Information Technology, Systems & Multimedia
B. Calway, GradDipMgtSyst(SIT), MBus(IT)(SIT), PhD(SIT), MACS

Management / Enterprise Management / Human Resource Management
V. Power, BA(SIT), GradDipAppPsych(SUT), MAPS

Marketing
M. Spark, BCA(VUW), MBA(CranIT), FAICD, AFAIM

Media
K. Vigo, BA(Melb)

Psychology
E. Ihsen, BSc(Hons)(Mon), PhD(Mon), MSRPCD, MAAHDA

Social Statistics
K. Lipson, BSc(Melb), DipEd(HIF), PhD(SUT)

Sociology
A. Seitz, DipRetailBusAdmin(Munch), BA(Hons)(Mon)

Tourism
A. Nankervis, GradDipBus(Tourism Dev)(VUT), MBus(VUT)

Swinburne TAFE Division

Divisional Staff

Deputy Vice-Chancellor (TAFE)
J. Braz, BSc(Hons)(Lond), FGCE(Camb)

Executive Director, Educational Development
J. Bisland, BA(Hons), GradDipCT, GradDipEd, MA, MEd

Executive Director, Strategic and Business Development
J. Cashorn, BSc(Melb), DipEd, DipCompSc, GradAIP

Associate Director, Educational Development
J. Grayson, BSc(Hons), BArch(Hons), DipEd

TAFE School of Arts, Hospitality and Sciences

Director
H. Coats, BBus, DipEd, BEd

School Administrator
M. Evans

Manager, Arts
W. Winford, DipArt&Design(RMIT), DipEd(HawInst), DipFrontlineManagement(SUT)

Manager, Horticulture and Environmental Sciences
F. Hellriegel, DipHort, GradDipEd, GradDipLeadership&Management

Manager, Hospitality and Tourism
S. Walsh, DipTeachTAFE(Melb/HawInst)

Manager, Industrial Sciences
L. Edwards, DipMedLabSc, GradDipComputing

Manager, Centre for Sustainability
L. Condon

Manager, Centre for Occupational Health and Safety
M. Dawood

TAFE School of Business and eCommerce

Director
I. Wittman, BEd, DipFMI, DipEd

School Administrator
M. Fakhri

Manager, Administration and Business Technology
D. Barbuto, BComm, TSTC, GradCert in Management Development (Education & Training), CertIV(WorkPlace Assessment & Training)

Manager, Financial Services
S. Smith, BComm, BED

Manager, Management
G. Slatery, BComm, DipEd(Melb), DipFrontlineManagement(SUT), Workplace Assessor

Manager, Marketing and International Studies
J. Symons, GradDipVET(Melb), DipFMI(SUT), CertIV(WorkPlace Training & Assessment)(SUT), DipPT(SCV, Melb)

TAFE School of Engineering

Director
C. De Martinis, BSocSc(Hons), MScSc, DipEd, BED, GradDip(Occupational Hygiene), GradDipFrontlineManagement

School Administrator
J. Danser, DipBusAdmin, GradCertBus(ExecAdmin)(SUT)
Manager, Building and Transport
R. Hodge

Manager, Computing and Information Technology
B. Clifford, BE, TTTC

Manager, Electrical and Electronics
M. Russell

Manager, Mechanical and Automotive
D. Noel, AssDipGenAdmin, DipTeachTech(UTS), Dip(FrontlineManagement)

Manager, Emergency Services Training Initiative (ESTI)
R. Stebbing

Manager, Centre for New Manufacturing
J. Cavley

TAFE School of Social Sciences

Director
R. Jackson

School Administrator
M. Gray, GradCertBus(ExecAdmin)(SUT)

Manager, Access
L. Cutting, MAppLinguistics(Melb), DipEdTES(LaT), GradCertSecretarial Studies,
Grade 4 Music

Manager, Child and Family Studies
C. Forbes, BA, BSc(Hons)(Mon), DipTeaching(3rd), Dip(FrontlineManagement)(SUT)

Manager, Community and Further Education
K. Bailey, BA, DipEdPsych, DipT, MEd(Management&Leadership),
Dip(FrontlineManagement), CertIV(WorkplaceTraining)

Manager, Health, Recreation and Human Services
M. Lettieri

Manager, Centre for Health and Wellbeing
tba
Research Institutes and Centres

In 1995, the University's Board of Research and Graduate Studies adopted a three-tier structure for research development and support. Tier 1 comprised major research centres and institutes and Tier 2 comprised significant emerging research groups. Both Tier 1 and Tier 2 centres received central university infrastructure funding for their research. During 1995/96 two major research centres were granted the status of Tier 1 institutes and the establishment of the first Tier 2 centres was approved. The Centres have continued to develop their research activities and in 1998 the Institute for Social Research (ISR) was created through the amalgamation of a Tier 1 (Centre for Urban and Social Research) and a Tier 2 (Asia-Australia Research Centre) centre.

Tier 1 and 2 Research Centres and Institutes

Brain Sciences Institute (T1)
Centre for Applied Colloid and BioColloid Science (T1)
Industrial Research Institute Swinburne (IRIS) (T1)
Institute for Social Research (T1)
Swinburne Computer Human Interaction Laboratory (SCHIL) (T2)

Brain Sciences Institute (BSI)
Director: Assoc Prof David Crewther
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Email: dcrewther@bsi.swin.edu.au
Contact: Beata Erickson, Institute Administration Manager
Telephone: +61 3 9214 8375
Email: berickson@bsi.swin.edu.au
Website: www.bsi.swin.edu.au/

Brain Sciences Institute (BSI) is a major research and postgraduate teaching facility, whose mission is to understand the neural basis of cognition and emotion in normal and disordered brain states. To undertake this work BSI has adopted the multidisciplinary research strategy that underlines Cognitive Neuroscience combining functional neuroimaging techniques such as high-spatial resolution brain electrical activity recording and functional magnetic resonance imaging with the disciplines of neuropsychopharmacology, neuropsychology, neuropsychiatry, psychophysiology and neuroinformatics.

BSI draws on established work and develops new models of brain function, testing them by eliciting specific patterns of brain activity, applies its expertise and technology to clinical research projects; develops software and hardware which provides accurate data about brain activity; predicts and measures the effects of various drugs on the brain.

The BSI collaborates with a number of leading brain research laboratories and functional neuroimaging research centres in Australia, England, Japan and the United States.

Environment and Biotechnology Centre

Formerly the Centre for Applied Colloid and BioColloid Science.
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The Environment and Biotechnology Centre is one of Swinburne University of Technology’s principal research centres. It promotes the development of applied and industrial research in both environmental science and biotechnology. The Centre currently has 16 academic staff and over 30 research students, possessing expertise in fields as diverse as bioactive compound production and extraction, bioremediation, surface and colloid science, molecular biology, catalysis, public and environmental health, biosensors, enzyme technology, heavy metal removal, tissue engineering, nanotechnology and pulp and paper bioprocessing. The Centre resides in the School of Engineering and Science at Swinburne’s Hawthorn campus.

The Centre’s predecessor, the Centre for Applied Colloid Science was established in the Department of Applied Chemistry at Swinburne in 1980, at which time its research activities were principally focussed on studying the physical chemistry of colloidal systems. The research activities of this centre were expanded in 1986 to include research into biological systems, and hence the centre was renamed the Centre for Applied Colloid and BioColloid Science. In 2002, the centre expanded, and was renamed the Environment and Biotechnology Centre to more accurately reflect the range of research activities undertaken.

Today, with strong links to industry, the Centre is strongly focused on industrial biotechnology and environmental research. Operating as a contact point for visiting members of staff from both local and overseas academic institutions, companies and government authorities, the Centre has become a strong focal point of postgraduate research for many industries.

Industrial Research Institute Swinburne (IRIS)
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The Industrial Research Institute Swinburne (IRIS) was established in 1985. Our vision is to be Australia’s leading institute for applied research and postgraduate education to enhance the international competitiveness of Australia’s manufacturing industry.

We will achieve our vision by maintaining our core capabilities in:
- The provision of innovative industry-based postgraduate research training;
- Industrial laser technologies for conventional scale and micro scale manufacturing;
- Intelligent manufacturing technologies;
- The use of microwave technologies in manufacturing processes; and
- By building on our emerging core capability in bioengineering.

Approximately eighty per cent of IRIS research work is applied and industry-oriented or industry-based. The remainder of the research effort is basic research into core technology areas. IRIS works with five cooperative research centres (CRCs), which combine a number of industry and university partners. These centres are:
- The CRC for Intelligent Manufacturing Systems and Technologies (IMS&T)
- The CRC for Cast Metals Manufacture (Castrm)
- The CRC for Microtechnology
- The CRC for Welded Structures
- The CRC for Wood Innovations

IRIS postgraduate education programs are provided, from Graduate Certificate through to Graduate Diploma and Master of Engineering levels in a number of different disciplines. IRIS has also developed and implemented a system of career oriented learning (COL) in which postgraduate education programs are tailored to enhance depth of knowledge in areas related to career shift or career advancement. IRIS offers research scholarships to graduates with exceptional academic results to pursue PhD and MEng (by research) programs.

Institute for Social Research (ISR)

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Website: www.isr.net

The ISR undertakes applied policy oriented research in the social sciences through designated programs and provides a platform for discussion and debate around contemporary social issues and policy. It also runs postgraduate courses in housing management and provides research consultancy services and professional development programs.

The ISR focuses on three interdisciplinary research programs:
- Cities and Housing
- Citizenship and Social Policy
- Media and Communications

The Cities and Housing program focuses on the reshaping of cities and the nature of urban life. It explores the equity and quality of life implications of these changes, and what governments might do to address them. The program also examines the changing nature of housing systems, both nationally and internationally, with...
particular reference to the ability of housing markets and housing policy to produce affordable and appropriate housing.

The Citizenship and Social Policy program focuses on three broad themes: democracy, citizenship and human rights; the impact of economic rationalism and globalisation; and defining and measuring progress and wellbeing (democratic policy and ethical dimensions). Within these themes, research is being undertaken on the development of national progress indicators, local community indicators and their extension into the local government sector; constitutional reform; and national, state and local values as they affect community planning and wellbeing priorities.

The Media and Communications program has two broadly interrelated themes: the first is to analyse the growth and convergence of media, information technology and telecommunications, collectively referred to as communications. The second theme examines the ways in which communications, and the cultures they produce, have modified our perception of space, place and identity, and society. The ISR also has within its structure the Asia-Pacific Centre for Philanthropy and Social Investment, whose establishment in 2001 reflected the growing interest worldwide and in Australia in these fields. The Centre provides professional education and research in grantmaking and philanthropy at postgraduate level, and also consultancy services. It is one of few bodies in the world to offer specialised skills development in grantmaking.

The National Centre for Gender and Cultural Diversity (NCGCD) is also now located within the ISR. The NCGCD specialises in research and consultancy in diversity. It has a decade of experience in working with non-traditional organisations in the corporate, government and education sectors.

Swinburne Computer Human Interaction Laboratory (SCHIL)

Director: Dr Lorraine Johnston
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SCHIL’s mission is to understand and improve the nature of information technology from the perspective of the end users of that technology. SCHIL was established in the early 1990’s to meet the needs of the important research and consulting areas of usability and human factors in computing systems. Located within the School of Information Technology, SCHIL provides a ‘centre of excellence’ in the human issues which underpin information technology and the systems development process - the area known as human-computer interaction (HCI).

The current research concentrations of SCHIL are:

- System Evaluation in Non-traditional Environments
  For most computing applications the marketplace differentiates between them on the basis of how quickly one can finish a task. However, there are many applications, especially in education, where affective factors are the determinants, not efficiency and effectiveness. We are investigating how attributes such as fun and enjoyment can be measured to provide a means of validating the requirements for applications like computer games.

- Web Usability
  SCHIL researchers are investigating Web usability from several different viewpoints. We are actively pursuing aspects such as trust in an eCommerce environment, usability in online-banking, and navigation and accessibility issues.

- Usability and Engineering for HCI
  SCHIL researchers share an interest in developing software engineering processes that take the needs of human users into account. We investigate user-centred process models for software engineering and usability evaluation techniques and tools.

- Mobile Technologies
  New technologies are often introduced to an application domain without particular consideration of user needs. SCHIL researchers are examining the use of mobile devices from a user-centred perspective, one example being the use of mobile phones for healthcare. Another is the usability of such devices while moving.

SCHIL has a state-of-the-art usability laboratory in which empirical research studies and postgraduate practical education in HCI is carried out. Other activities of the Centre include the supervision of postgraduate research students, and the conduct of high level consultancy in the four areas listed above.

Other affiliated centres

Australian Centre for Emerging Technologies and Society (ACETS)

Director: Assoc Prof Michael Gilding
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Website: www.swinburne.edu.au/acets

The Australian Centre for Emerging Technologies and Society (ACETS) is committed to innovative research and teaching in the understanding of the social, cultural and ethical implications of new technologies during the Information Age. It is part of the School of Social and Behavioural Sciences, and draws upon staff from Psychology, Media, Sociology, Politics and Philosophy.

ACETS operates programs in the following four areas of research:

- Public Perceptions Towards New Technologies
- Biotechnology and Society
- Digital Cultures
- New Technology Entrepreneurs

ACETS has launched the Swinburne National Technology and Society Monitor, funded by the Chancellery Strategic Initiatives Program. The Monitor is an annual survey of public perceptions towards new technologies, in the context of rapid technological innovation, new personal choices, and new public controversies.

ACETS operates a dedicated research unit, which includes Computer Assisted Telephone Interviewing (CATI) and focus group facilities. This unit produces the Swinburne National Technology and Society Monitor and other ACETS research projects, and operates as a student training facility. Its services are also available on a commercial basis, thereby supporting the research program of the Centre.

ACETS has developed The Australian Journal of Emerging Technologies and Society (AJECTS), an online interdisciplinary journal that focuses on the complex relationship between science and technology and their wider socio-cultural contexts.

ACETS offers a Technology and Society project stream in the Bachelor of Arts (Honours) Social Science strand. The project stream involves coordinated research and thesis work in the field of emerging technologies and society and is closely integrated with the Swinburne National Technology and Society Monitor.

ACETS offers the following two postgraduate courses in Technical Communication:

- Graduate Certificate of Social Science (Technical Communication)
- Graduate Diploma of Social Science (Technical Communication)

The courses are designed for people who want to move into the technical communication field or who want to enhance their existing skills. The programs have been developed in association with the Australian Society for Technical Communication (Victoria), Inc. (ASTC).

Australian Foresight Institute (AFI)

Director: Prof Richard Slaughter
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Website: www.swinburne.edu.au/afi

The Australian Foresight Institute (AFI) is part of Swinburne’s strategy to provide innovative leadership through programs of wide social, cultural and economic value to the Australian community.

AFI offers a nested postgraduate program in strategic foresight. Strategic foresight is the ability to create and maintain high-quality forward views and to use the insights arising in organisationally useful ways.

The Strategic Foresight program will attract students who have completed first degrees and who are looking for an innovative 21st century specialisation. Courses will also be relevant to those currently working in a range of forward-looking roles including strategy, planning and foresight functions in public and private sector organisations.

The primary purpose of the Institute is to facilitate the emergence and application of high-quality foresight in each major sector. This is part of a wider strategy to encourage wider social, cultural and economic shifts from a society driven by the past to one that is increasingly open to the forward view and therefore able to be futures-responsive.
Australian Graduate School of Entrepreneurship (AGSE)

Head: Prof Adolph M Hanich
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Email: agse@swin.edu.au
Website: www.swinburne.edu.au/agse

With some 100 doctoral students, the Research Division of the Australian Graduate School of Entrepreneurship (AGSE) has a major commitment to research in the field of entrepreneurship and the closely related areas of strategy, leadership and organisation complexity. Swinburne University has been active in the entrepreneurship field since the mid-1980s when it launched its first post-graduate program in entrepreneurship. Currently, AGSE is carrying out the Australian component of the strategically important international Global Entrepreneurship Monitor (GEM) report, a longitudinal comparative study of the state of entrepreneurship in over thirty countries (see research updates at the AGSE web site).

Our research interests range from macro policy drivers at the national and regional level, to micro issues surrounding the start up and development of new enterprises in both the business and not-for-profit sectors. Specific interests include the financing of new ventures, the characteristics of entrepreneurs, the education and development of entrepreneurs, corporate entrepreneurship ("intrapreneurship"), the management of creativity and innovation and the commercialisation of innovation.

We take a broad view of entrepreneurship and recognise the similarities (and differences) existing between business and social entrepreneurship. Underlying this view is that a healthy and civilised society is best served by having both a vibrant and ever renewing business sector, as well as a healthy and active community or not-for-profit sector.

In addition, AGSE offers a range of postgraduate coursework programs. It was the first academic centre in the world to offer a Masters level program in entrepreneurship, the Master of Entrepreneurship and Innovation (MEI). The Swinburne MBA is also a leader in the field, with a strong focus on corporate entrepreneurship and the development of successful entrepreneurial leaders. The School has a growing network of national and international affiliations with innovation-oriented centres of teaching, research and practice.

Centre for Advanced Internet Architectures (CAIA)

Director: Assoc Prof Grenville Armitage
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The Centre for Advanced Internet Architectures (CAIA) is a new initiative within the School of Biophysical Sciences and Electrical Engineering. We aim to perform industrially relevant, innovative and critical research into new IP networking architectures, provide a world-class, stimulating and flexible research and teaching environment, and establish collaborations with leading industrial and academic research groups within and outside Australia. CAIA conducts research into a broad range of areas involving Internet performance analysis, IP routing and Quality of Service architectures, and IP mobility protocols.

We achieve these goals through a combination of teaching, research, and consulting programs.

Our teaching programs offer advanced Internet and Telecommunications coursework programs at Bachelor, Graduate Certificate, Graduate Diploma and Masters (by coursework) levels. We also supervise students pursuing their PhD and Master (by research) qualifications.

Our research programs fall under three related areas: Broadband IP access architectures, IP network resilience and security, and Internet mobility. Our staff consists of academic members, post-doctoral research fellows, research students, and research assistants.

Researchers are encouraged to take an experimental and quantitative approach to studying and developing new Internet protocols and network systems designs. We focus on research that is motivated by the desire to solve existing or plausibly predicted problems with the delivery of reliable, cost-effective, and high-capacity IP access in the consumer and business contexts.

Centre for Astrophysics and Supercomputing

Director: Prof Matthew Bailes
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Website: astronomy.swin.edu.au

The Centre for Astrophysics and Supercomputing is one of Australia’s premier astronomical research groups. Research within the Centre spans the full range of computational, observational, and instrumentation regimes, with areas of expertise including understanding the formation and evolution of galaxies and clusters of stars, the nature of dark matter in the universe, the formation of circumstellar disks and planets, the detection of remnants of massive stellar explosions, and aiding in the design and construction of the billion-dollar Square Kilometer Array. The Centre operates one of the most powerful supercomputers in Australia, in addition to its unique 3D Virtual Reality Theatre for immersive visualisation of scientific data.

Centre for Atom Optics and Ultrafast Spectroscopy (CAOUS)

Director: Prof Peter Hannaford
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Website: www.swinburne.edu.au/rescentres/soll/caous/

The Centre for Atom Optics and Ultrafast Spectroscopy is part of the newly established Swinburne Optics and Laser Laboratories and carries out fundamental and strategic research in the areas of:

- **Atom Optics**: Novel magnetic microstructures are being developed as atomic mirrors, beamsplitters, waveguides and integrated optical elements on a silicon chip for manipulating beams of ultracold laser-cooled atoms and Bose-Einstein condensates. A second project uses samples of ultracold laser-cooled atoms to investigate the formation and dissociation of molecules at ultralow temperatures.

- **Ultrafast Laser Spectroscopy**: The state-of-the-art Swinburne femtosecond laser facility is being used to develop new femtosecond coherent nonlinear techniques to investigate ultrafast processes in complex molecular systems including biological molecules, new semiconductor materials and quantum nanostructures.

- **Quantum Information**: A new type of quantum computation, ‘Quantum adiabatic computation’, is being investigated as a possible means to solve classically non-computable problems such as the well-known halting problem in classical computation. Other projects include studies of the limits to decoherence places on the implementation of practical quantum computers and studies of quantum information processing based on magnetic microstructures as possible quantum bits.

Centre for Business and Management Research (CBMR)

Director: Prof Miles Nicholls
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The Centre for Business and Management Research is located within the School of Business. Its role is to support and facilitate the research and consulting activities undertaken by members of the School of Business. This is achieved by coordinating facilities and providing assistance to researchers and consultants of the School and generating research and consulting opportunities for members of the School.

The CBMR provides an interface with the commercial sector for the School's consulting/research and offers a range of services which include:

- Collaborative research with business/industry;
- Consultancy and research services that provide practical and applied outcomes; and
- Training courses and professional development programs customised to the specific needs of corporate and public sector organisations.

A variety of undergraduate and postgraduate degree programs are also offered in the School of Business.

At present CBMR activities are organised around, but not confined to, six interlinked generic streams of research:
· Marketing
· Human Resource Management and Organisation Behaviour
· Accounting and Finance
· Mixed Mode Modelling
· Demography and Sample Surveys
· European Business Research.

Each year the Centre conducts a seminar series featuring invited national and international presenters on topical issues in management and business.

Centre for eBusiness and Communication

Director: Assoc Prof Helen Paterson
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Email: admineb@swin.edu.au
Website: www.ld.swin.edu.au/ebusiness

The Centre for eBusiness and Communication was established to address the needs of business people and others working in an environment significantly changed by the advent of new technologies.

The Centre builds upon the virtual learning community and flexible approach to teaching and learning upon which the design of Swinburne, Lilydale was based. It also builds upon a strong sense of partnership with industry and regional developments.

The Centre provides a technology related business management program consisting of Graduate Certificate, Graduate Diploma and Master of Business (eBusiness and Communication).

Our negotiated learning contracts allow students to develop their own customised learning path. Students can achieve their own objectives within the scope of each subject. They can use projects to link their study to their workplace, industry or service interests, adding immediate value and relevance to their learning.

The study program includes a balance of theory, research, professional practice and applications of business and communication concepts and techniques.

Centre for Imaging and Applied Optics (CIAO)

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Website: www.swinburne.edu.au/optics/ciao/

CIAO's focus is to develop and exploit optical systems and techniques that have direct relevance to applications in medicine and industry. CIAO has research interests in the following four areas:

- Fibre Optic Sensors
- New Optical Materials
- Light Microscopy
- Plasmonics

CIAO shares a modern, purpose-built, optics laboratory facility on the ground floor of the Applied Science building (Hawthorn campus). CIAO's equipment includes a MOPO high power tunable laser, a Bragg Optical Fibre Writing Facility, several high resolution spectrometers, and a large array of optical fibre manipulation and analysis equipment. CIAO is involved in applied optics research, and collaborates with several industrial partners, DSTO and other university research centres.

CIAO forms a part of the Swinburne Optics and Laser Laboratories which is a world-class facility for fundamental and applied research in lasers, microscopy and photonics.

Centre for Intelligent Agents and Multi-Agent Systems (CIAMAS)

Director: Prof Ryszard Kowalczyk
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CIAMAS research focuses on autonomous decision-making, coordination and adaptation mechanisms for agent systems situated in complex dynamic environments characterised by the presence of changing, incomplete and uncertain information.

Research areas include complex agent negotiations and collective decision-making, distributed learning and adaptation in multi-agent systems, and dynamic interactions and organisational mechanisms. The application areas involve collaborative and adaptive e-business and virtual enterprises, smart environments and pervasive computing, complex adaptive systems and advanced web/grid services.

Centre for Intelligent Systems and Complex Processes (CISCP)

Director: Prof Tim Hendtlass
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The Centre for Intelligent Systems and Complex Processes has been established to act as a focus for, and to promote, the work being carried out on areas such as complex system modeling and optimization using artificial neural networks, evolutionary algorithms, collective intelligence and other techniques. It involves staff from the School of Information Technology, the School of Biophysical Sciences and Electrical Engineering (BSEE) and a number of external academics.

Centre for Internet Computing and eCommerce (CICEC)

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CICEC performs innovative research into the development and application of Internet technology for Internet computing and electronic commerce. Our primary focus is to produce insights, frameworks, models and prototypes for software developers, information technologists, software, knowledge and information systems managers and Internet entrepreneurs. Our key strength is the ability to integrate our multi-disciplinary skills and expertise with a view towards solutions to contemporary business and technological challenges. Research at CICEC covers various themes, including:

- Internet Computing (agents, mobile computing, electronic commerce, trust)
- Web-based Computer-Supported Cooperative Work (CSCW) and Real-time Groupware.
- Component-based Distributed Systems
- Information Visualisation

Centre for Mathematical Modelling

Research Coordinator: Dr Mannmohan Singh
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The Centre for Mathematical Modelling has been established to promote research and to provide a focus for research in mathematical modelling within the School of
Mathematical Sciences, and the University. It brings together expertise and experience from a wide range of mathematical disciplines with a long established reputation in educational, consulting, and research activities. The mission of the Centre is to be an internationally recognised facility undertaking research and development in mathematical modelling for industry and commerce. The main objectives of the Centre are:

- To carry out research in mathematics and its applications in Australia and internationally.
- To be a Centre for graduate research training in mathematical modelling.
- To undertake consultation and development projects in mathematical modelling for the wider community.
- To carry out collaborative programs within Swinburne and with government and private enterprise.
- To provide mathematical, including statistical and computational, research support for the wider Swinburne community.

Current research and consulting has strong emphasis on computational modelling, visualisation and on the delivery of results electronically. The projects can be classified in the areas of:

- Computer Simulation and Modelling
- Mathematical Biology
- Industrial Modelling
- Mathematical Analysis and Computation
- Performance Modelling in Sport

Centre for Micro-Photonics (CMP)

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Email: mgu@swin.edu.au
Website: www.swinburne.edu.au/rescentres/soil/cmp/

The Centre for Micro-Photonics (CMP) is funded from the Chancellery Strategic Initiatives Program at Swinburne University of Technology. CMP was established at the School of Biophysical Sciences and Electrical Engineering in January 2000. It is part of Swinburne Optics and Laser Laboratory (SOLL), a world-class centre for fundamental and applied research in lasers, microscopy and photonics. The CMP is also a node of the Australian Research Council Centre of Excellence for Ultrahigh-bandwidth Devices for Optical Systems.

The CMP mission is to become an internationally leading centre in the area of micro-photonics and to develop a world-class laboratory for training research students. The CMP aims to develop innovative nanophotonic devices for all-optical information processing.

The CMP is funded to develop computational modeling for the wider community. Mathematical simulation is on the verge of revolutionising the practice of science. It can provide accurate insights into the nature of materials where experiment is either imprecise or impossible. Consequently it provides a valuable opportunity to make significant scientific discoveries. In particular, molecular simulation is likely to have a growing impact on both biotechnology and nanotechnology by providing the molecular blueprint for purpose-made molecules.

CMS provides a unique focal point for work on simulation, attracting some of the best scholars in the Asia-Pacific region and elsewhere. The interdisciplinary nature of the research has attracted researchers with backgrounds in physics, chemistry, chemical engineering and computer science. Examples of the fundamental research currently undertaken by CMS staff and postgraduate students include the investigation of:

- Molecular motors.
- Transport properties of fluids.
- Many-body intermolecular interactions on the properties of fluids.
- Phase transitions at high temperatures and pressures.
- Molecular rheology of polymeric fluids, and
- Thermodynamics and statistical mechanics.

Centre for Software Engineering (CSE)

Director: Prof T.Y. Chen
Telephone: +61 3 9214 5463
Fax: +61 3 9819 0823
Email: TYChen@it.swin.edu.au
Website: www.it.swin.edu.au/centres/cse/

The mission of the Centre for Software Engineering is to promote pure and applied research in software engineering and to become a leading research centre in software engineering.

There are four research groups within the Centre for Software Engineering:

- Component Technologies Group
  - The Component Technologies Group researches the application of object and component technology to the development of flexible, open software and enterprise systems. The group also conducts research in formal foundations of software engineering suitable for component software, the definition of development processes suitable for component technology, and investigates the influence and applicability of such development processes in tertiary education.

- Software Testing Group
  - The Software Testing Group is a national leading research group on software testing. Its members’ research activities cover analytical analysis, empirical analysis, simulation, development of methodologies and automated testing tools.

- Software Usability through Requirements Engineering Group
  - The usefulness of software is most often determined by how well it contributes to the support of user tasks. The Requirements and Usability Engineering Group therefore has a focus on determining the requirements for usability and aesthetic factors. The group conducts research into methods for validation of requirements, both to confirm the requirements initially, and to see that they are met in the finished product.

- Visualisation and Image Processing Group
  - Visual information (e.g. those information represented by diagrams, icons, and images) has been widely used in the model computer systems. Our research group focuses on investigating visual information display, retrieval, recognition and processing.

Graduate School of Integrative Medicine (GSIM)

Head: Prof Avni Sali
Contact: Carol Love, Senior Administrator
Telephone: +61 3 9214 5463
Fax: +61 3 9214 8009
Email: cloew@swin.edu.au
Website: www.swinburne.edu.au/gsim/gsimmed_home.html

The Swinburne Graduate School of Integrative Medicine is designed to provide medical professionals with educational programs and research opportunities in complementary therapies. The establishment of the School in 1998 is a reflection of
of the growing number of medical practitioners who are combining complementary medicines and therapies with conventional medical practice. The Graduate School of Integrative Medicine benefits from partnerships with existing research activities at the University, particularly in the areas of applied neuroscience, biophysics and biomedical instrumentation, biochemistry, and psychology/psychophysiology.

Information Technology Innovation Group (ITIG)

Head: Kon Mouzakis
Telephone: +61 3 9214 8585
Fax: +61 3 9214 8736
Email: kmouzakis@swin.edu.au
Website: www.it.swin.edu.au/centres/
The mission of the ITIG is to provide quality research and development services to the information technology industry. ITIG's immediate goal is to attain a national reputation as a group that provides innovative and state-of-the-art computing solutions to industry problems. Currently, ITIG is working on a wide range of projects involving mobile computing technologies, pen-based computing devices, world wide web and internet applications, and multimedia development.

Psychology Centre

Director: Dr Roger Cook
Telephone: +61 3 9214 8653
Fax: +61 3 9819 6857
Website: www.swinburne.edu.au/sbs/pc
The Centre offers the community a range of specialist psychological services. It is staffed by a team of experienced psychologists, all of whom have advanced qualifications in their specific fields. The Centre is an educational and professional development initiative by an academic department that has achieved a widespread and envious reputation for its teaching, training and research. The Centre provides three major services for the community:
• Counselling and psychotherapy
• Education and professional training
• Research and consultancy services
The Centre offers a range of services where the skills of the staff are available for particular projects, which include both research and professional training programs. Specifically, the staff offer their expertise in the design and execution of program evaluation and social research as well as in the provision of professional development short courses for psychologists and other human service practitioners. Examples of these activities are:
• Outcome studies of helping services
• Training in psychological assessment
• Evaluation of initiatives in social welfare programs
• Seminars in psychotherapeutic practice
The Centre also provides professional work placement opportunities for graduate students and probationary psychologists in the areas of counselling, health and clinical psychology. It is integrated with the professional Masters and Doctoral programs conducted by the Psychology Discipline of the School of Social and Behavioural Sciences.

Sensory Neuroscience Laboratory

Director: Dr John Patterson
Telephone: +61 3 9214 8862
Fax: +61 3 9819 0856
Email: jpatterson@swin.edu.au
Website: www.swinburne.edu.au/bioscieleceng/SNL/
The Sensory Neuroscience Laboratory is a Swinburne research initiative on the electrophysiological analysis of sensory function. Currently olfaction, taste and vision are the key areas of research for which innovative approaches in the design of stimuli, stimulus delivery and methodology are providing solutions to applied and basic science questions.

Swinburne Centre for Neuropsychology

Director: Prof Con Stough
Telephone: +61 3 9214 8167
Email: c stout@swin.edu.au
Website: www.swinburne.edu.au/bioscieleceng/neuropsych/
The Swinburne Centre for Neuropsychology was established in 2002 as a strategic initiative of Swinburne University to advance research in the science of Neuropsychology. The Centre is committed to understanding the relationship between neurochemicals and psychological, neuropsychological and physiological functioning in both normal human and clinical populations.
The Centre conducts high quality multidisciplinary applied, theoretical/experimental and clinical research that draws upon a number of scientific disciplines including Psychopharmacology, Organisational Psychology, Neuropsychology, Psychophysiology, and Psychiatry.
The Swinburne Centre for Neuropsychology includes the Organisational Psychology Research Unit, plus study areas in:
• Clinical and Forensic Psychology, Neuropsychology and Psychiatry
• Drugs and Driving
• Mobile Phone Emissions: Psychological and Neural Function
• Herbal and Nutrient Research
• Organisational Psychology (Emotional Intelligence, Occupational Stress)
• Psychological Assessment
• Psychophysiology: Basic and Clinical
Postgraduate Courses
### Postgraduate Course Chart

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Campus</th>
<th>Study Mode</th>
<th>Course Duration</th>
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<td>L, Lilydale</td>
<td>E Evening</td>
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### Australian Graduate School of Entrepreneurship (AGSE)

#### Business Administration

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#### Higher Degrees

#### Doctor of Philosophy (PhD)

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### Brain Sciences Institute (BSI)

#### Master (by research)

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#### Doctor of Philosophy (PhD)

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### Centre for eBusiness and Communication

#### eBusiness and Communication

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#### Higher Degrees

#### Master (by research)

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<tr>
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### Graduate School of Integrative Medicine (GSIM)

#### Integrative Medicine

<table>
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<td>D/Distance/Online</td>
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#### Nutritional and Environmental Medicine

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</table>
### Postgraduate Course Chart

<table>
<thead>
<tr>
<th>Course Code</th>
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<th>Campus</th>
<th>Study Mode</th>
<th>Course Duration</th>
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</thead>
<tbody>
<tr>
<td>DMMD32</td>
<td>Graduate Certificate of Design (Multimedia Design)</td>
<td>E</td>
<td>D</td>
<td>0.5 yr 1 yr</td>
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<td>DMMD31</td>
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<td>1 yr 2 yrs</td>
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<td>D</td>
<td>2 yrs 4 yrs</td>
<td>70</td>
</tr>
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</table>

### Professional Doctorate

- **DP090**: Professional Doctorate in Design (P D 3 yrs n/a 72)

### Higher Degrees

#### Masters (by research)

- **MD090**: Master of Design (P D 2 yrs 4 yrs 72)
- **DD090**: Doctor of Philosophy (Design) (P D 3 yrs 6 yrs 73)

#### Doctor of Philosophy (PhD)

- **BSE11**: Doctor of Philosophy (Biomedical Instrumentation) (H D 2 yrs 4 yrs 76)
- **Y007**: Doctor of Philosophy (Electrical Engineering) (H D 3.5 yrs 6 yrs 77)

### School of Biophysical Sciences and Electrical Engineering

#### Astronomy

- **S048**: Graduate Certificate of Science (Astronomy) (n/a Online 0.5 yr 1 yr 73)
- **S058**: Graduate Diploma of Science (Astronomy) (n/a Online 1 yr 2 yrs 73)
- **S068**: Master of Science (Astronomy) (n/a Online 1.5 yrs 3 yrs 73)

#### Multimedia

- **J076**: Graduate Certificate of Multimedia (H D 0.5 yr 1 yr 74)
- **J086**: Graduate Diploma of Multimedia (H D 1 yr 2 yrs 74)
- **J096**: Master of Multimedia (H D 1.5 yrs 3 yrs 74)

#### Network Systems

- **S049**: Graduate Certificate of Science (Network Systems) (H D 0.5 yr 1 yr 75)
- **S059**: Graduate Diploma of Science (Network Systems) (H D 1 yr 2 yrs 75)
- **S069**: Master of Science in Network Systems (H D 1.5 yrs 3 yrs 75)

### Higher Degrees

#### Masters (by research)

- **BSE01**: Master of Applied Science (Multi-Disciplinary) (H D 2 yrs 4 yrs 76)
- **Y097**: Master of Engineering (Electrical Engineering) (H D 2 yrs 4 yrs 76)

#### Doctor of Philosophy (PhD)

- **BSE11**: Doctor of Philosophy (Biomedical Instrumentation) (H D 2 yrs 4 yrs 76)
- **Y007**: Doctor of Philosophy (Electrical Engineering) (H D 3.5 yrs 6 yrs 77)

### School of Business

#### Accounting

- **A177**: Graduate Certificate of Accounting (H D/W 0.5 yr 1 yr 78)
- **A187**: Graduate Diploma of Accounting (H D/W 1 yr 2 yrs 78)
- **A197**: Master of Accounting (H D/W 1.5-2 yrs 3-4 yrs 78)

#### Human Resource Management

- **S0918**: Graduate Certificate in Human Resource Management (H E 0.5 yr 1 yr 79)
- **A181**: Graduate Diploma of Business (Human Resource Management) (H E 1 yr 2 yrs 79)
- **A196**: Master of Business (Human Resource Management) (H E 1.5 yrs 3 yrs 79)

#### Marketing

- **A171**: Graduate Certificate of Business (Marketing) (H E/W 0.5 yr 1 yr 79)
- **A186**: Graduate Diploma of Business (Marketing) (H E/W 1 yr 2 yrs 79)
- **A195**: Master of Business (Marketing) (H E/W 1.5 yrs 3 yrs 79)

#### Research Methodology

- **A188**: Graduate Diploma of Business (Research Methodology) (H D 1 yr 2 yrs 80)

### Higher Degrees

#### Masters (by research)

- **A193**: Master of Business (H D 2 yrs 4 yrs 81)
<table>
<thead>
<tr>
<th>Course Code</th>
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<th>Study Mode</th>
<th>Course Duration</th>
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<tr>
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<td>H</td>
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**School of Engineering and Science**

**Air Transportation Management**

<table>
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<th>Course Title</th>
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<td>MF95</td>
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**Airport Planning, Operation and Management**

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<tbody>
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**Aviation Human Factors**

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<th>Course Title</th>
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<th>Study Mode</th>
<th>Course Duration</th>
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<tbody>
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<td>Distance</td>
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<td>M095</td>
<td>Graduate Diploma in Aviation Human Factors</td>
<td>H</td>
<td>Distance</td>
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**Construction Management**

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<th>Course Duration</th>
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</thead>
<tbody>
<tr>
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<tr>
<td>C083</td>
<td>Graduate Diploma in Construction Management</td>
<td>H</td>
<td>Distance</td>
<td>n/a</td>
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<tr>
<td>C092</td>
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<td>Distance</td>
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**Logistics**

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<tr>
<td>C086</td>
<td>Graduate Diploma in Logistics</td>
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<td>Distance</td>
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<td>C087</td>
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**Risk Management**

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<tr>
<td>M087</td>
<td>Graduate Diploma in Risk Management</td>
<td>H</td>
<td>Distance</td>
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<td>M097</td>
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<td>Distance</td>
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**Higher Degrees**

**Doctor of Philosophy (PhD)**

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<th>Course Duration</th>
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**School of Information Technology**

**Computing**

<table>
<thead>
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<th>Study Mode</th>
<th>Course Duration</th>
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<tr>
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<td>E</td>
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**Information Systems**

<table>
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<th>Course Duration</th>
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<tr>
<td>I082</td>
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<tr>
<td>I093</td>
<td>Master of Information Technology (Information Systems)</td>
<td>H</td>
<td>E</td>
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**Information Systems (Management)**

<table>
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**Information Technology**

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<td>D/E</td>
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<td>D/E</td>
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<tr>
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<td>H</td>
<td>E</td>
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**Internet Computing**

<table>
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<td>I094</td>
<td>Master of Information Technology (Internet Computing)</td>
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<td>E</td>
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**Software Engineering**

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<th>Study Mode</th>
<th>Course Duration</th>
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<tbody>
<tr>
<td>I092</td>
<td>Master of Information Technology (Software Engineering)</td>
<td>H</td>
<td>E</td>
<td>1 yr</td>
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### Postgraduate Course Chart

<table>
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<tr>
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<th>Campus</th>
<th>Study Mode</th>
<th>Course Duration</th>
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<tbody>
<tr>
<td>Z191</td>
<td>Graduate Certificate of Science (Applied Statistics)</td>
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<td>D/E/Distance</td>
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</tr>
<tr>
<td>Z192</td>
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<td>D/E/Distance</td>
<td>1 yr</td>
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<tr>
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<td>H</td>
<td>D/E</td>
<td>2 yrs</td>
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### School of Mathematical Sciences

**Applied Statistics**

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<th>Campus</th>
<th>Study Mode</th>
<th>Course Duration</th>
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<tbody>
<tr>
<td>Z191</td>
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<td>D/E/Distance</td>
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<tr>
<td>Z192</td>
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<td>D/E/Distance</td>
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<tr>
<td>Z193</td>
<td>Master of Science (Applied Statistics)</td>
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<td>D/E</td>
<td>2 yrs</td>
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### School of Social and Behavioural Sciences

**Applied Media**

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<thead>
<tr>
<th>Course Code</th>
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<th>Study Mode</th>
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<td>N0804</td>
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<td>E</td>
<td>1 yr</td>
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**Commercial Radio**

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**Communications**

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**Counselling Psychology**

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**Family Therapy**

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**Health Psychology**

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**Psychology**

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<td>N0812</td>
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<td>D/E</td>
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**Technical Communication**

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<tr>
<td>N0750</td>
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<td>N0850</td>
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**Professional Doctorates**

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<thead>
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<tr>
<td>N008</td>
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<td>N009</td>
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**Higher Degrees**

**Masters (by research)**

<table>
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<td>D</td>
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**Doctor of Philosophy (PhD)**

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<tr>
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### Swinburne, Lilydale

**Psychological Studies**

<table>
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### TAFE School of Business and eCommerce

**Applied Business**

<table>
<thead>
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<th>Study Mode</th>
<th>Course Duration</th>
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<tbody>
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<td>E</td>
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**Executive Administration**

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**Food, Wine and Tourism Marketing**

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**Human Resource Management**

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**TAFE School of Social Sciences**

**Male Family Violence**
- G0046FAM  Graduate Certificate of Social Science (Male Family Violence)  
- Study Mode: H/External venue  
- Course Duration: n/a 1 yr

**Prenatal and Postnatal Family Support**
- 0046PNFS  Graduate Certificate of Social Science (Prenatal and Postnatal Family Support)  
- Study Mode: P, E  
- Course Duration: n/a 1 yr
# Postgraduate Awards

<table>
<thead>
<tr>
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**Graduate Diplomas**

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**Masters**

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**Swinburne University of Technology | Postgraduate Course Handbook 2004**
## Postgraduate Awards

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<td>M075</td>
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<td>J096</td>
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<td>N0904</td>
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<td>MPSych</td>
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<tr>
<td>N0905</td>
<td>Master of Psychology in Health Psychology</td>
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<tr>
<td>Z193</td>
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<td>S068</td>
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<td>MSc(Hons)</td>
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<tr>
<td>S069</td>
<td>Master of Science (Network Systems)</td>
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<tr>
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<td>N1993</td>
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<tr>
<td>NF190</td>
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<td>MScSc</td>
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<tr>
<td>MF96</td>
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<tr>
<td>MF99</td>
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<td>C088</td>
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## Masters by Research

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<td>BBSE01</td>
<td>Master of Applied Science (Multi-Disciplinary)</td>
<td>MAppSc</td>
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<tr>
<td>N190</td>
<td>Master of Arts</td>
<td>MA</td>
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<tr>
<td>A193</td>
<td>Master of Business</td>
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<tr>
<td>Z200</td>
<td>Master of Science (Brain Sciences)</td>
<td>MSc</td>
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<td>LL88</td>
<td>Master of Science (Lilydale)</td>
<td>MTech</td>
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<tr>
<td>Y997</td>
<td>Master of Engineering (Electrical Engineering)</td>
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## Professional Doctorates

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<td>A007</td>
<td>Doctorate of Business Administration</td>
<td>DBA</td>
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<tr>
<td>DP090</td>
<td>Professional Doctorate in Design</td>
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<td>Professional Doctorate of Psychology (Counselling Psychology)</td>
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## Doctors of Philosophy (PhD)

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<td>BSE11</td>
<td>Doctor of Philosophy (Biomedical Instrumentation)</td>
<td>PhD</td>
</tr>
<tr>
<td>Z002</td>
<td>Doctor of Philosophy (Brain Sciences)</td>
<td>PhD</td>
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<td>A003</td>
<td>Doctor of Philosophy (Business)</td>
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<td>Doctor of Philosophy (Design)</td>
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<td>Y007</td>
<td>Doctor of Philosophy (Electrical Engineering)</td>
<td>PhD</td>
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<tr>
<td>Y001</td>
<td>Doctor of Philosophy (Entrepreneurship and Innovation)</td>
<td>PhD</td>
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</table>
General Information for Postgraduate Students

Application procedure

Direct applications are necessary for all postgraduate study at Swinburne. Forms can be obtained by contacting the relevant school/institute/centre, as listed below, or may be downloaded from the postgraduate website at: www.swinburne.edu.au/postgrad

Australian Foresight Institute (AFI) +61 3 9214 5882
Australian Graduate School of Entrepreneurship (AGSE) +61 3 9214 5855
Brain Sciences Institute (BSI) +61 3 9214 8822
Centre for eBusiness and Communication +61 3 9735 6000
Graduate School of Integrative Medicine (GSM) +61 3 9214 5463
Industrial Research Institute Swinburne (IRIS) +61 3 9214 8600
International Disaster Management Centre (IDMC) +61 3 9214 5148
Institute for Social Research (ISR) +61 3 9214 5566
National Institute of Design (NID) +61 3 9214 6882
School of Biophysical Sciences and Electrical Engineering +61 3 9214 8659
School of Business +61 3 9214 5046
School of Engineering and Science +61 3 9214 8372
School of Information Technology +61 3 9214 5505
School of Mathematical Sciences +61 3 9214 8484
School of Social and Behavioural Sciences +61 3 9214 5209
TAFE School of Business and eCommerce +61 3 9214 8114
TAFE School of Social Sciences +61 3 9214 7111

Admission with advanced standing

Graduates with good results in a relevant postgraduate course may be eligible to apply for admission with “Advanced Standing”. Students receive credits for some or all subjects already studied, thereby reducing the time taken to complete a qualification.

Closing dates for postgraduate coursework programs vary, contact the relevant school/institute/centre for further details.

International students

Application by international students for postgraduate courses by coursework must be made through the International Student Unit. The International student Unit can be contacted on:

Telephone: +61 3 9214 8712 or +61 3 9214 8712
Email: iasqen@swin.edu.au
WebSite: www.swinburne.edu.au/isu

Higher degrees by research

Applicants must first consult with the research coordinator from the relevant school/institute/centre to discuss their proposed research direction and to determine that the appropriate resources and facilities are available for supervision of the proposed research. In conjunction with the proposed supervisor, applicants must then complete the Application for Admission to Candidature form. Application forms are available from the Office of Research and Graduate Studies (ORGSS) or can be downloaded from www.swinburne.edu.au/research

Application for admission to candidature for a higher degree by research can be submitted at any time of year.

Fees

Students enrolled in Postgraduate courses are required to pay course fees which are fixed annually by the University.

Students must ensure that they are familiar with the Postgraduate Course Fee Policy and Procedures for Australian Permanent Residents. Alternatively, this information is available under “fees” at www.swinburne.edu.au/corporate/registrars/ppd/files/stuinf.htm

Postgraduate Students are exempt from paying HECS. The General Service Fee is charged in addition to postgraduate course tuition fees.

Nested Programs

A nested program is a sequence of courses/stages which is followed to obtain the highest available award and which has multiple entry and exit points.

Graduate Certificate

This is usually an entry-level postgraduate qualification for applicants with several years work experience and is an attractive alternative for those without any formal undergraduate qualifications. It is generally undertaken over one semester full-time or two semesters part-time.

Graduate Diploma

Generally a one year full-time or two year part-time course. Applicants must normally have undertaken an undergraduate degree, though not necessarily in the proposed area of study. Applicants without a degree, but with substantial appropriate industry experience, may also be eligible to apply.

Masters

The duration of a masters degree by coursework varies by subject area but is generally from one to two years full-time or equivalent part-time. Applicants must normally have undertaken an undergraduate degree.

Postgraduate Education Loan Scheme (PELS)

The Postgraduate Education Loan Scheme (PELS) will provide an interest free, income contingent loan facility similar to the Higher Education Contribution Scheme (HECS) for eligible students enrolled in fee-paying postgraduate non-research courses.

Eligible students are not required to pay loan interest, and the initial amount of the loan is determined by the amount of the tuition fee being charged by the institution for each semester for the duration of their course. Students also have the option of making a partial payment of their tuition fees for the semester to the institution and obtaining a PELS loan for the balance.

Scholarships

Chancellor’s Research Scholarship (CRS)

Swinburne offers two premier scholarships to outstanding students for research leading to the degree of Doctor of Philosophy. Each CRS will carry a stipend of $25,000 (tax-exempt), will have the tuition fees waived, and will involve a period of up to six months residence in a collaborating laboratory at one of the world’s leading universities. An annual General Service Fee does apply.

Australian Postgraduate Award (APA)

The Department of Education, Science and Training (DEST) offers APAs each year to scholars of exceptional promise in all fields. This scholarship provides a government funded fee-exempt place for a period of two years for a Masters by research degree or three years, with a possible extension of six months, for a Doctorate by research degree. Award holders receive an annual stipend and may also be eligible for other allowances.

Swinburne University Postgraduate Research Award (SUPRA)

Swinburne offers research awards to outstanding applicants. Students applying for an APA are automatically considered for a SUPRA. SUPRAs are available for a period of two years for a Masters by research degree or three years, with a possible extension of six months, for a Doctorate by research degree. Award holders receive an annual stipend and may also be eligible for other allowances.

Brain Sciences Institute Postgraduate Scholarship

A Brain Sciences Institute Postgraduate Scholarship is awarded each year consisting of a two-year Masters program or a three-year PhD. The Scholarship is in accordance with the Australian Postgraduate Awards. Application forms can be obtained by visiting the website at: http://mind.scan.swin.edu.au

International Postgraduate Research Scholarship (IPRS)

DEST provides Swinburne with a limited number of scholarships that cover tuition fees and health care costs for prospective international students in Doctoral or Masters by Research programs.

Qantas/Kistend Postgraduate Travel Scholarship

This scholarship funds travel to any Qantas Airlines destination. Available to postgraduate research students, it is offered subject to Qantas’ ongoing participation in the scheme.
Applying for scholarships
Application forms for CRS, APAs, SUPRAs and IPRS can be obtained by contacting the Swinburne Graduate Research School, or visiting the website at: www.swinburne.edu.au/research/scholars.htm
Applications close on 31 October each year. All applicants to the PhD, DPsych, DDoE, and Masters by Research programs will automatically be considered for a Divisional Fee Waiver and the outcome will be communicated in the Letter of Offer.

Single Subject/Cross Institutional Study
Swinburne offers single subject/cross institutional study enrolment in a number of disciplines at undergraduate and postgraduate level. Single subject students are not enrolled in a Swinburne degree program and do not receive an award at the completion of study. Students do receive a results certificate. For an application form, go to: www.swinburne.edu.au/corporate/registrar/
Single_Subject_Cross_Institutional_Study-Form_2004.pdf.

Student Information Centres
The Student Information Centres provide information and procedural advice on admissions, examinations and awards. Other functions include processing cashing, issuing identity cards, academic transcripts, enrolment status letters, authorising travel concession forms and international student card forms, international enquiries for home-stay and recreational activities; off campus housing, financial advice/assistance; certifying University documents, hire and sale of academic gowns/regalia, general enquiries and information provision; tutoring register; Swinlink enquiries; part-time employment; indigenous enquiries; course information and brochures for current and prospective students.
Office hours:
8.30am – 6.00pm Monday to Thursday
8.30am – 5.00pm Friday
Note:
• The cashier closes 30mins earlier.
• The offices are closed on public holidays.

Hawthorn campus
UN103, Ethel Hall
Cnr of John Street and Burwood Road
Telephone: 1300 368 777

Lilydale campus
Room LA102 J, Melba Avenue
Telephone: (03) 9215 7034/7101

Prahran campus
2nd Floor, Building PK, St.John Street
Telephone: (03) 9214 6898/6783/6744/6761

Study Periods / Semesters
Standard Semesters
In the Higher Education Sector, these are Semesters One and Two, and are normally of 12 to 13 weeks duration. TAFE Sector students should be aware that some departments have different commencement dates for their courses. Not all TAFE programs are term or semester based. The TAFE Sector operates throughout the entire year. Normal classes may operate through to the last day of term.

Non-standard Semesters
Semesters that offer teaching over a more condensed period of time than standard semesters or are offered outside the standard semester period, such as Summer Semester and subjects taught in “block mode”.
Block Mode
Study undertaken in subjects that are taught over a condensed period of time that is shorter than the standard semester.

Summer Semester
The summer teaching period in which subjects are offered outside the standard semesters on a fee-paying basis. This does not apply to programs available through the Australian Graduate School of Entrepreneurship or the Bachelor of Information Technology.

Swinburne Graduate Research School (SGRS)
Swinburne Graduate Research School provides a university-wide point of contact and communication for all prospective research students, to coordinate research services, and to ensure quality in research training.
The School runs regular seminars and workshops to assist staff and students to develop their research skills. It also offers induction programs for new researchers and higher degree by research students (doctoral and master by research), offers advice on resources and provides a focus for interaction and development. SGRS incorporates the Office of Graduate Studies, and the Office of Research.

Office of Graduate Studies
The Office of Graduate Studies is responsible for the administration of PhD and Masters by research degrees and coordination of other research studies. It provides prospective students with a variety of information on research, masters and doctoral study, including: details about admission to candidature, expected duration of candidature, progress report requirements, Research Training Scheme (RTS) places and fee exemptions, scholarships, guidelines for thesis presentation, guidelines for supervision, and University policies on research.

Office of Research
The Office of Research provides advice on University policies for the conduct of research and the implementation of Swinburne’s Research Management Plan. It also publishes Swinburne’s annual Research Report, which provides an overview of Swinburne’s major research centres, research interests of staff, and details of current research projects. The Office also administers research grants and contracts across the University, ethics committee approvals and intellectual property issues.

Swinburne University Postgraduate Association (SUPA)
All postgraduate students enrolled at Swinburne are considered members of the Swinburne University Postgraduate Association (SUPA), which is part of the Swinburne Student Union. Postgraduate representation and SUPA’s activities are coordinated by an executive committee of postgraduate students, which is elected annually by the postgraduate student population.
SUPA’s three core functions are to provide representation, advocacy (both individual and cohort) and activities that enhance the university experience of postgraduate students. In order to do this effectively, SUPA needs ideas, enthusiasm and involvement from postgraduate students. For further information, telephone +61 3 9214 5455.

Applications close on 31 October each year. All applicants to the PhD, DPsych, DDoE, and Masters by Research programs will automatically be considered for a Divisional Fee Waiver and the outcome will be communicated in the Letter of Offer.
Australian Foresight Institute

The Australian Foresight Institute (AFI) is situated in Swinburne University of Technology, Melbourne, Australia. AFI is a specialised research and postgraduate teaching unit which is part of Chancellery at the University. It was established in 1999 to develop an innovative set of postgraduate programs and research in the area of applied foresight. Apart from supporting the University in developing its own forward-looking strategies, the main aims are:

- provide a global resource centre for strategic foresight
- create and deliver world-class professional programs
- carry out original research into the nature and uses of foresight
- focus on the implementation of foresight in organisations
- work toward the emergence of social foresight in Australia

Overall AFI aims to set new standards internationally and to facilitate the emergence of a new generation of foresight practitioners in Australia. It offers a challenging, stimulating and innovative work environment and exceptionally productive programs for its students who come from many different types of organisations.

Further information

Contact the Australian Foresight Institute on:

Telephone: +61 3 9214 5981
Fax: +61 3 9214 5985
Email: sanic@swin.edu.au
Website: www.swinburne.edu/afi/

STRATEGIC FORESIGHT

SF300 Master of Science (Strategic Foresight)
SF200 Graduate Diploma of Science (Strategic Foresight)
SF100 Graduate Certificate of Science (Strategic Foresight)

This nested program in strategic foresight prepares students for a successful career in foresight and strategy within a range of organisations.

The Graduate Certificate provides a grounding in foundational areas that support the foresight discipline. The main outcome is the ability to understand the nature of foresight and its successful practice in organisations. The Graduate Certificate is also available online.

The Graduate Diploma has been developed to provide more advanced insights into the changing nature and futures/foresight implications of the global system. Additionally, it links global foresight with organisational strategy, going beyond conventional year-to-year, annual planning cycles to embrace new conceptual and operational territory. The Graduate Diploma consists of two taught units and two specialist topics in applied foresight.

The Masters degree will primarily appeal to those people who are already high achievers part-way through a career path and who wish to develop proactive approaches to their work, or perhaps to change direction. To these ends, the program provides the necessary grounding in futures studies and foresight work as well as a range of applied implementation options.

Aims & Objectives

At the completion of the program, it is expected that students will have:

- Developed their skills and capacities as practitioners in the field who are committed to improving the foresight capability of organisations through understanding, developing and successfully applying coherent forward views.
- Developed ‘higher order thinking’ (or meta-learning) about developing human and organisational capacities to carry out productive foresight work.
- Strengthened their ability to conceptualise the complex relations between foresight and strategy in organisations.
- Deepened their understanding, through reflective experience, of how they might manage themselves as applied foresight practitioners in the role of leaders, managers, consultants or researchers when they engage in these professional roles.
- Explored ways of working collaboratively in order to understand and contribute to personal and organisational responses to complexity, uncertainty and turbulence in the 21st century environment.
- Become equipped to provide effective foresight capabilities of positive and continuing use to organisations.
- Become equipped to discern the many organisational opportunities that attend the complex processes of globalisation, social change and technical innovation.
- Established the foundations for study at the level of Professional Doctorate in Strategic Foresight.

Campus

Hawthorn and Online

Career opportunities

Employment in foresight and strategy within a range of organisations.

Professional recognition

Graduates will be eligible for membership of the World Futures Studies Federation (WFSF). The Federation may also grant the status of Fellow to practitioners with advanced professional standing.

Course duration

Masters: three years part-time.
Graduate Diploma: two years part-time.
Graduate Certificate: one year part-time.

Structure

The Graduate Certificate of Science in Strategic Foresight consists of four subjects, each worth 12.5 credit points (4 subjects x 12.5 credit points/subject = 50 credit points). This represents one semester of full-time study (12 weeks x 3 hours/week x 4 subjects) or two semesters of part-time study. The Graduate Certificate is also offered online.

The Graduate Diploma of Science in Strategic Foresight consists of the four subjects from the Graduate Certificate of Science in Strategic Foresight plus a further four subjects, making a total of eight subjects, each worth a total of 12.5 points.

The Master of Science in Strategic Foresight incorporates the Graduate Certificate and Graduate Diploma of Science in Strategic Foresight plus a further four subjects, making a total of twelve subjects, each worth 12.5 credit points. Students are required to complete subjects totalling 150 credit points (12 subjects x 12.5 credit points).

Applications for exemptions will be considered on an individual basis. However, due to the nature of the foresight discipline, applicants at all levels will be required to take all four foundational units from Stage 1, as well as relevant units from Stages 2 and 3, depending upon their previous background and intended career path.

Stage 1 (Graduate Certificate)

HSF601 Introduction to the Knowledge Base of Futures Studies and Foresight
HSF612 Foresight Methodologies 1
HSF622 Implementing Foresight
HSF631 Dimensions of Global Change

Stage 2 (Graduate Diploma)

HSF721 Outlook for the Early 21st Century
HSF712 Foresight Methodologies 2
Students choose 2 subjects from the following list and/or from first year MBA and MEI subjects (not listed).

HSF731 Integral Futures Frameworks
HSF741 Digital Continuity, Privacy and Risk
HSF751 Specialised Topic or Intervention Project 1
HSF761 Specialised Topic or Intervention Project 2

Stage 3 (Masters)

HSF812 Advanced Professional Practice
HSF813 Specialist Topic or Intervention Project 1
Australian Graduate School of Entrepreneurship

For well over a decade in Australia, Swinburne University of Technology has been at the forefront of entrepreneurship education and research. The Australian Graduate School of Entrepreneurship (AGSE), runs Australia’s largest and most integrated suite of degree-award programs specialising in entrepreneurship education. This program suite, focused on a twelve-unit three year Master of Entrepreneurship and Innovation (MEI) degree, has won worldwide acclaim over many years and in many ways. Distinct from the teaching of degree award programs is the Entrepreneurship Research program.

Entrepreneurship embraces wealth creation, organisational emergence, economic growth and social change. Since 1987, the American Academy of Management has recognised Entrepreneurship as a distinct management discipline, with the same status as longer established disciplines such as Marketing, Organisational Behaviour, Finance and Strategy. We seek to build research programs and networks covering seven key areas:

1. The process of new venture creation, organisation, finance and management (with special emphases on formal and informal venture capital).
2. The study of Entrepreneurial Business Planning (EBP) and its application to analysis and solution of a diverse range of problems.
3. Understanding the nature, mechanism and utility of rapid economic growth.
4. Understanding and implementing entrepreneurship in large organisations.
5. Application of entrepreneurship research to critique and development of corporate, government and social policy.
6. The study of social entrepreneurship: the ways in which knowledge gained in the entrepreneurship domain may add to understanding beyond the business context.
7. Research into the effective teaching of Entrepreneurship.

Further information
Contact the Australian Graduate School of Entrepreneurship (AGSE)
Address: Cnr William & Wakefield Streets, Hawthorn 3122.
Telephone: +61 3 9214 5855
Email: agse@swin.edu.au
Website: www.swinburne.edu.au/agse/

BUSINESS ADMINISTRATION

B390 Master of Business Administration (Honours)
B290 Master of Business Administration (MBA)
B280 Graduate Diploma of Business Administration
B270 Graduate Certificate of Business Administration

The Swinburne MBA suite of programs not only offers the opportunity to acquire contemporary management knowledge and skills, it also provides students with the ability to apply that knowledge in an innovative, creative and entrepreneurial way.

The Swinburne MBAs overarching themes of entrepreneurship, innovation and international business address the transitional realities of moving from the old to the new economy in four key areas: Leadership, Strategy, eBusiness, and Finance. Specialisations in these four key areas are offered through advanced electives and an integrating project.

The Master of Business Administration (Honours) forms the final stage in a four stage nested suite of programs consisting of:

1. Graduate Certificate of Business Administration
2. The Graduate Diploma of Business Administration
3. Master of Business Administration
4. Master of Business Administration (Honours)
By providing enhanced study opportunities at an advanced level, the MBA (Hons) program allows students to further develop the theoretical and practical skills gained in earlier stages of the program.

The Graduate Diploma of Business Administration is offered to qualified executives or potential executives who have not undertaken significant studies in administration and management fields but feel the need for a broader knowledge of this area.

The Graduate Certificate of Business Administration is designed to provide entry level management studies for managers with excellent business experience. The Graduate Certificate is an attractive alternative for those without any formal undergraduate qualifications. The key vocational outcome of this course is improved job performance and enhanced employment prospects, particularly in the fields of management and administration.

**Aims & Objectives**

The Swinburne MBA is designed to:

- Develop the capacity to successfully start new ventures and manage enterprises that operate in a complex, global and competitive environment.
- Meet the demands of business and industry to achieve and sustain international competitive advantages.
- Apply the theory to ‘real-life’ situations.
- Offer small, highly interactive and dynamic classes, delivered by commercially experienced practitioners and academics carefully selected for their practicality, excellence in teaching and outstanding performance in both intellectual and business practice.

At the completion of the program, it is expected that graduates will:

- Have a deep understanding of innovation processes and what it takes to commercialise and manage the practical application of innovation.
- Be recognised for their hands-on leadership ability, enhanced by an experiential understanding of the multifaceted factors that are required to develop new initiatives or to transform mature enterprises.
- Have a clear understanding of the new realities (old versus new economy) facing enterprises and be capable of operating effectively in such an environment.
- Have the capacity to develop and maintain an organisational culture which values creativity, diversity and a cross disciplinary approach to managing organisational effectiveness.
- Have a range of skills and knowledge that enhances business communication and leadership.
- Be renowned for their capacity to 'make a difference'.

**Campus**

Hawthorn

**Career opportunities**

The Swinburne MBA prepares students for a successful career in starting and/or managing high growth enterprises in a complex, global and competitive environment.

**Course duration**

Masters (Hons): two years full-time or four years part-time.

Masters: three trimesters (two semesters and one summer semester) or four trimesters (three semesters and one summer semester) or four semesters full-time or seven semesters part-time.

Graduate Diploma: two or three trimesters full-time or five trimesters part-time (including Stage 1).

Graduate Certificate: one trimester full-time or two trimesters part-time.

**Structure**

The Master of Business Administration (Honours) will consist of four semesters of full-time study (12 x 4 subjects) or the equivalent by part-time study. Students are required to complete 16 subjects (or equivalent), including ten core MBA subjects and six elective subjects (or equivalent). Nominated honours subjects are HGM604, HGM605 and all elective subjects.

The award of Master of Business Administration (Honours) will be subject to:

1. the successful completion of sixteen subjects (or 200 credit points), and either
2. the attainment of a 70% average over the final eight subjects (or 100 credit points) undertaken or
3. the attainment of a 75% average over the final four subjects (or 50 credit points) undertaken.

A student who completes sixteen subjects (or 200 credit points) but does not satisfy these performance criteria will be awarded the degree of Master of Business Administration (MBA).

Subjects are taught in either traditional mode of one (three hour) class per week over a twelve week semester or in ‘block mode’ (usually six days over a twelve week period). Students are expected to spend a minimum of the equivalent class contact hours per week in private study and/or team project work.

The Master of Business Administration (MBA) incorporates the Graduate Certificate and Graduate Diploma of Business Administration. The nested program is styled on a “4+6+4” basis.

The Graduate Certificate of Business Administration consists of 4 core subjects (Stage 1 of the MBA suite). These are normally completed over two trimesters of part-time study, or may be completed in one trimester of full-time study. Stage 1 of the program, in particular, requires a substantial commitment to developing basic skills.

To complete the Graduate Diploma of Business Administration, students must successfully complete 10 subjects (125 credit points) – the four core subjects of Stage 1 and the six core subjects of Stage 2.

The MBA thus consists of the 10 subjects of the Graduate Diploma of Business Administration (the MBA core) plus two advanced electives and an Integrating Project equivalent to two subjects; OR, instead of doing the Project, a student can do a total of four advanced electives. These final four Stage 3 subjects are normally completed over an additional two trimester of part-time study or may be completed in one additional trimester full-time (1 year program) or two additional trimesters (2 year program). To complete the Master of Business Administration, students must successfully complete 14 subjects – the four core subjects in Stage 1, the six core subjects in Stage 2, and either the two advanced electives of Stage 3 and the Integrating Project (equal to 2 subjects) OR four advanced electives.

The Graduate Certificate of Business Administration equals 50 credit points, the Graduate Diploma of Business Administration equals a further 75 credit points and the Master of Business Administration equals 50 credit points, giving a total of 175 credit points for the complete MBA suite.

**Stage 1 (Graduate Certificate)**

- HGM502 Strategic Marketing
- HGM503 Financial Data and Decision Making
- HGM505 Opportunity Evaluation
- HGM506 Leading, Following and Team Dynamics

**Stage 2 (Graduate Diploma)**

- HGM552 Finance for High Growth Businesses
- HGM553 The Business Plan
- HGM554 eBusiness Design for Competitive Advantage
- HGM555 Organisation Dynamics
- HGM604 Entrepreneurial Strategy
- HGM605 Innovative Leadership

**Stage 3 (Master)**

- HGM6XX Advanced Elective 1
- HGM6XX Advanced Elective 2
- HGM601A Integrating Project (half unit)
- HGM601B Integrating Project (half unit)
- HGM601C Integrating Project (full unit)
- OR
  - HGM6XX Advanced Elective 1
  - HGM6XX Advanced Elective 2
  - HGM6XX Advanced Elective 3
  - HGM6XX Advanced Elective 4

**Advanced Electives include:**

- HGM606 Consulting Processes for Organisations
- HGM607 Organisational Change Management
ENTREPRENEURSHIP AND INNOVATION

Y391  Master of Entrepreneurship and Innovation (Honours)
Y291  Master of Entrepreneurship and Innovation (MEI)
Y082  Graduate Diploma of Entrepreneurship and Innovation
Y072  Graduate Certificate of Entrepreneurship and Innovation

This program has been developed for people who intend to start new, innovative businesses or play a leading role in an innovative unit of an established organisation. The core of the program provides the theoretical and practical skills required to produce a comprehensive business plan integrating marketing, organisational behaviour and financial planning via a flexible corporate strategy. This program provides professional capabilities not only to potential entrepreneurs, but also to "entrepreneurial professionals" and managers with an entrepreneurial outlook who wish to stay within an organisation and practise entrepreneurship by generating new ventures under the corporate umbrella.

The Master of Entrepreneurship and Innovation (Honours) forms the final stage in a four stage nested suite of programs consisting of:
1. Graduate Certificate of Entrepreneurship and Innovation
2. Graduate Diploma of Entrepreneurship and Innovation
3. Master of Entrepreneurship and Innovation
4. Master of Entrepreneurship and Innovation (Honours)

By providing enhanced study opportunities at an individual level, the MEI (Honours) program allows students to further develop the theoretical and practical skills gained in earlier stages of the program.

The first eight subjects of the Master of Entrepreneurship and Innovation program are those outlined for the Graduate Certificate and the Graduate Diploma of Entrepreneurship and Innovation. The final four subjects extend the student beyond the frontiers of new venture business planning to a greater depth of understanding of the theory and practice of ongoing entrepreneurship. Teaching methods also change to include a greater emphasis on case analysis and self-initiated projects.

Aims & Objectives

The primary aims of the program are:
- To emphasise the management of change and new opportunities rather than administration of established practices.
- To develop a concentration on the planning and control of rapid business growth.
- To devote constant attention to integrating knowledge through interdisciplinary approaches, rather than separating knowledge into functional specialties.
- To commit to the notion of “theory for practice’s sake” – applying leading edge theory to seek practical solutions to complex real-world problems.

It has been shown that graduates of this integrated program are capable of starting, developing and managing new business opportunities to achieve company growth.

Campus

Hawthorn

Career opportunities

Successfully start and/or develop new enterprises, and enhance career development within organisations.

Course duration

Master (Hons): two years full-time or four years part-time.
Master: one-and-a-half years full-time or three years part-time.
Graduate Diploma: one year full-time or two years part-time.
Graduate Certificate: six months full-time or one year part-time.

Structure

The Master of Entrepreneurship and Innovation (Honours) will consist of four semesters of full-time study (12 weeks x 4 subjects) or the equivalent by part-time.
Part-Time Program

Stage 1 (Graduate Certificate)
Semester 1
HEI111 The Entrepreneurial Organisation
HEI901 Opportunity Evaluation

Stage 2 (Graduate Diploma)
Semester 2
HE1711 Managing The Growing Business
HE1721 Financial and Legal Strategies
HE1741 Creativity and Innovation
HE1791 The Business Plan

Stage 3 (Masters)
Semester 3
HE221 Growth Venture Evaluation
HE251 Entrepreneurial Strategy
HE2XX Advanced Elective(s)

One advanced elective to be chosen from:
HE800 Supervised Practical Project (Double Unit)
HE881 Entrepreneurial Research Project (Double Unit)

OR two advanced elective units to be chosen from:
HE831 Global Markets (Single Unit)
HE891 Entrepreneurial Growth Project (Single Unit)

XXXXX Approved subject from other postgraduate programs

Stage 4 – Masters (Honours)
Semester 4
Four Advanced Elective subjects (or equivalent)

Advanced Electives to be chosen from:
HE800 Supervised Practical Project (Double subject)
HE881 Entrepreneurial Research Project (Double subject)
HE831 Global Markets (Single subject)
HE891 Entrepreneurial Growth Project (Single subject)

Approved electives from the Swinburne MBA at AGSE, or from appropriate levels of other postgraduate programs at Swinburne or at another institution.

Entry requirements
An appropriate degree or diploma from a recognised tertiary institution (or approved equivalent) with four years full-time work experience in new business creation. The completion of the Graduate Diploma in Entrepreneurship and Innovation.

A limited number of places are reserved for applicants who do not hold an appropriate qualification but who have significant relevant work experience (normally five years or more) and a level of responsibility in industry or business. In some cases, additional preliminary study may be required. Continuation in the program is determined by academic results.

All graduate entry candidates must have at least four years of approved full-time work experience after completing a Bachelor degree. This program is not appropriate for applicants without work experience.

Students whose first language is not English will need to provide evidence of advanced proficiency in written and spoken English by: academic International English Language Testing System (IELTS) Band 6.5 with no single band less than
6.0. Applicants with lower scores may undertake additional English studies (ELICOS) at Swinburne University in order to meet the entry requirements.

Application procedure
Application forms are available from the Australian Graduate School of Entrepreneurship (AGSE) or can be downloaded from the AGSE website at: www.swinburne.edu.au/agse/courses/admission.htm
International students should contact the International Student Unit on +61 3 9214 8647 or visit the website at: www.swinburne.edu.au/isu

PROFESSIONAL DOCTORATE

A007 Doctorate of Business Administration (DBA)

Business executives are required to operate in a turbulent environment where competition is global, change is the norm, and where radical discontinuities present over changing decision making frames. Excellence in entrepreneurship, strategic management and organisational change management are essential to develop effective corporate executives and hence organisational viability.

The Swinburne DBA is a practical doctoral level research degree that extends the professional skills and knowledge acquired in the MBA. It aims to develop high calibre executives with managerial and applied research skills by employing three critical integrating lenses on organisations:

- Entrepreneurship and Innovation
- Strategy and Foresight
- Organisation and Leadership

Aims & Objectives
The DBA aims to:

- Bring theory and practice to bear on decision making in complex organisational environments in order to help these institutions adapt to changing circumstances and to lay the foundations for long term organisational survival.
- Encourage innovative thinking within the spirit of a risk taking enterprise.
- Maintain a strong service orientation to all facets of the business.
- Maintain cultures which value cross disciplinary approaches and the management of diversity.
- Provide a rigorous basis for applied workplace research.
- Develop teamwork and effective communication skills.
- Recognise the influence of technology in bringing about organisational change.

Campus
Hawthorn

Course duration
Two and a half years full-time or five years part-time.

Structure
The DBA is essentially a research degree with 30% of assessment being devoted to coursework outcomes and 70% devoted to research.

Consideration will be given to granting appropriate candidates ‘advanced standing’ in the coursework components. It must be noted that the Research Methods seminar is a forum for the exploration of issues associated with each person’s thesis, including formulation of the research question, rationale for methods etc. and is therefore a vital aspect of work for the thesis.

Course subjects

Full-Time Program

1st Half Year
HDBA603 Organisation and Leadership
HDBA604 Entrepreneurship and Innovation
HDBA601 Strategy and Foresight
HDBA602 Research Methods

2nd–5th Half Year
HDBA606 Thesis
Candidates may complete within four half years depending on their progress with the thesis.

Part-Time Program
1st Half Year
HDBA603 Organisation and Leadership
HDBA602 Research Methods

2nd Half Year
HDBA604 Entrepreneurship and Innovation
HDBA601 Strategy and Foresight

3rd–10th Half Year
HDBA605 Thesis
Candidates may complete within eight half years depending on their progress with the thesis.

Entry requirements
The formal admission requirements for the DBA Program are:

- A Master of Business Administration degree at a credit level from Swinburne University of Technology or another recognised university, or
- Another approved coursework Masters degree at a credit level in a management area relevant to the management of organisations, or
- A Masters degree at a credit level in a field other than business, plus a Bridging Program,
- A research based Master degree in Business Administration or related area,
- Qualifications accepted as equivalent by the DBA Director, and
- Full-time and part-time candidates need at least five years of full-time, post-university managerial work experience in a field related to the candidate’s thesis topics.
- Admission will also be subject to interview.

English Language
All programs at Swinburne are taught in English. Applicants whose first language is not English and who have not completed a degree in the English medium, must produce evidence of advanced proficiency in written and spoken English by attaining: an academic IELTS Band 7.0 with no single band less than 6.5.
Applicants with lower scores may undertake additional English studies (ELICOS) at Swinburne University in order to meet the entry requirements.

Where applicants do not have the minimum entry requirements in terms of Masters level subjects to undertake the DBA, but hold a Masters degree or equivalent, a Bridging Program is available. Bridging studies will be negotiated with each applicant in accordance with their qualifications.

Application procedure
Application forms are available from the Australian Graduate School of Entrepreneurship (AGSE) or can be downloaded from the AGSE website: www.swinburne.edu.au/agse/courses/admission.htm
International students should contact the International Student Unit on +61 3 9214 8647 or visit the website at: www.swinburne.edu.au/isu

HIGHER DEGREES

Y001 Doctor of Philosophy (Entrepreneurship and Innovation)

The Australian Graduate School of Entrepreneurship (AGSE) has a strong commitment to research in entrepreneurship, management and associated disciplines. There are currently many PhD theses in progress including research into the commercialisation of Australian research, government policy on the development and performance of small manufacturing businesses, factors influencing strategic alliances in high-tech industries and evaluating the value of training investment. There are also a small number of students undertaking Masters degrees by research.

Campus
Hawthorn
Brain Sciences Institute

The Brain Sciences Institute (BSI) is a major research and postgraduate teaching facility within the Swinburne University of Technology. It evolved from the Centre of Applied Neurosciences within the Department of Physics, and was established as a research centre with a focus on the field of human neurosciences and functional brain imaging.

It has established an extensive network of collaborative research links with key centres in Australia and overseas, including LaTrobe and Monash Universities, The University of Melbourne, RMIT, Riken Centre (Tokyo), Tulane University (New Orleans); University of West Virginia; University of NSW; Oxford University; University of Western Ontario.

The BSI has adopted a multidisciplinary research strategy combining functional neuroimaging techniques such as high-spatial resolution brain electrical recording and functional magnetic resonance imaging with the disciplines of neuropharmacology, neuropsychology, neuropsychiatry and psychophysiology.

The Institute is engaged in research to understand the relationship between cognitive processes and affective states, and the rhythms of electrical activity in the human brain. Areas of research include:

- Psychophysiology
- Brain rhythmic activity
- Functional brain imaging
- Working memory
- Attention
- Intelligence
- Psychopharmacology
- Attention deficit hyperactivity disorder
- Schizophrenia

Further information
Contact the Brain Sciences Institute on:
Telephone: +61 3 9214 8375
Fax: +61 3 9214 5525
Email: bsi@bsi.swin.edu.au
Website: www.bsi.swin.edu.au

Z200 Master of Science (by research)

The Brain Sciences Institute offers the degree of Master (by research and thesis) on a full-time or part-time basis. The Statute for the degree of Master (by research and thesis) sets out the regulations governing this qualification. See website: www.swinburne.edu.au/research/welcome.htm under Research Policy.

Aims & Objectives
The Masters by Research degree generally has the objective of training students in research methodology and techniques and in their critical evaluation, appropriate to their field of study, and in the application of such methodology by conducting a specified program of research under appropriate supervision. In addition, this degree requires training in analysing the literature and debate in the substantive area of the thesis topic at an advanced level.

Campus
Hawthorn

Career opportunities
In the fields of neuroscience, psychology or biomedical instrumentation.

Course duration
Two years full-time or equivalent part-time.

Structure
Candidates undertake their research program at the Brain Sciences Institute or other recognised institution. Candidates are expected to demonstrate satisfactory progress on an annual basis. To be assessed for a Master of Applied Science, candidates must present a major thesis based on original research, investigation or development work carried out under Swinburne staff supervision either at Swinburne or externally.
Entry requirements
Applicants should have at least a Bachelor’s degree or the equivalent in a discipline appropriate to the proposed area of study. The level of academic achievement in prior studies must be of a high standard. Other relevant activities including work experience will be taken into account in assessing applications.

Application procedure
Applicants should initially contact the Brain Sciences Institute, Administration Manager on telephone 9214 8375 to make an appointment with the Director, Associate Professor David Crenther to discuss their proposed research program. Application forms can then be obtained from the Administration Manager or by downloading from the website www.bsi.swin.edu.au
Application forms must be supported by a certified academic transcript and the names and contact details of two academic referees familiar with the applicants previous work.

Z002 Doctor of Philosophy
Graduates who hold a Bachelor degree and who have shown a high standard of academic achievement in that course may be admitted to candidature for the degree of Doctor of Philosophy. The higher degree programs currently available require the presentation of a major thesis based on original research, investigation or development work, carried out either within Swinburne or externally, providing that adequate facilities and supervision can be arranged. External work can be carried out in the approved industrial, governmental, educational or research organisation.

The Statute for the degree of Doctor of Philosophy sets out the regulations governing this qualification. See: www.swinburne.edu.au/sgrs/regs/phdpolicy.htm

Aims & Objectives
The PhD degree provides training and education with the objective of producing graduates with the capacity to conduct research independently at a high level of originality and quality. The student ought to be capable by the end of his/her candidature of independently conceiving, designing and carrying to completion a research program. The PhD candidate should uncover new knowledge either by the discovery of new facts, the formulation of theories or the innovative re-interpretation of known data and established ideas.

Campus
Hawthorn

Career opportunities
In the fields of neuroscience, psychology and biomedical instrumentation.

Course duration
The expected normal duration of candidature is 3.5 years full-time or 6 years part-time.

Structure
Candidates undertake their research program at the Brain Sciences Institute or other recognised institution. Candidates are expected to demonstrate satisfactory progress on an annual basis. To be assessed for a Doctor of Philosophy, candidates must present a major thesis based on original research, investigation or development work carried out under Swinburne staff supervision either at Swinburne or externally.

Entry requirements
Applicants should have a Bachelor’s degree with honours (1st or 2nd class) or the equivalent in a discipline appropriate to the proposed area of study. The level of academic achievement in prior studies should be of a very high standard. Other relevant activities, including work experience, may be taken into account in assessing applications.

Application procedure
Applicants should initially contact the Brain Sciences Institute, Administration Manager on telephone 9214 8375 to make an appointment with the Director, Associate Professor David Crenther to discuss their proposed research program. Application forms can then be obtained from the Administration Manager or by downloading from the website www.bsi.swin.edu.au

Centre for eBusiness and Communication

The Centre for eBusiness and Communication was established at Swinburne University of Technology, Lilydale in 1998. The Centre was developed to encourage and support small and medium enterprise employees and managers, addressing their needs for learning in an environment significantly changed by eCommerce enabling technologies and changing communication systems.

The Master of Business (eBusiness and Communication) offered by the Centre offers online and seminar based programs designed to meet the needs of people working in the rapidly changing and demanding environment of eBusiness. A realistic approach is taken to learning, providing opportunities for theory, professional relevance and application. Flexibility in terms of time, location and learning styles is accommodated. Work-related assessment tasks are encouraged.

The learning environment created at the Centre and virtually for online students, aims to enable individuals to develop as managers and leaders, to create knowledge in a turbulent, chaotic and rapidly changing world, build networks, learn from each other and take a research based approach to innovation.

Further information
Contact the Centre for eBusiness and Communication on:
Telephone: +61 3 9735 6000
Fax: +61 3 9735 4713
Email: admibeus@swin.edu.au
Website: www.lc.swinburne.edu.au/ebusiness/

eBUSINESS AND COMMUNICATION

L085 Master of Business (eBusiness and Communication)
L082 Graduate Diploma of Business (eBusiness and Communication)
L075 Graduate Certificate of Business (eBusiness and Communication)

The Master of Business (eBusiness and Communication) is a nested suite of programs incorporating the Graduate Certificate and Graduate Diploma of Business (eBusiness and Communication). The course prepares students for a successful career in private or public business, government and social enterprises, applying new technology applications and electronic communication to improve performance. The course is relevant for prospective employees, managers, business’ owners, consultants, entrepreneurs and specialist professionals.

The program offers participants the opportunity to understand the many aspects of eBusiness and eCommerce and to confidently apply their learning to real world problems and projects. They will develop their potential for managing themselves and others in a complex, competitive, intercultural and global environment.

The course is open to local students (Australian citizens and permanent residents), international students studying in Australia, and overseas students studying at a distance (online from outside Australia).

Aims & Objectives
At the completion of the program, it is expected that graduates will be able to:
- Complete eBusiness projects from the stage of an idea, through planning, innovation, design, specification, to successful completion.
- Manage transitions to eBusiness for competitive advantage.
- Recognise and analyse entrepreneurial opportunities from multiple perspectives.
- Work effectively in a multi-disciplinary team to achieve business outcomes.
- Make business presentations with confidence and for professional effect.
- Work as a self-reliant manager with the ability to learn from experience.
- Analyse the eBusiness environment in terms of people, technology, infrastructure, markets, regulation, finance, strategy, organisational structure, intercultural implications and business performance.
- Understand the nature of an eBusiness workplace and have the ability to work effectively in this rapidly changing environment.

Swinburne University of Technology | Postgraduate Course Handbook 2004
LEB500 Managing the Transition to eBusiness (core)

Recommended subjects available in seminars and online by completing eight subjects.

LEB501 eBusiness Design for Competitive Advantage (core)
LEB501 Marketing and Customer Relationship Management (core)
LEB501 Managing Strategic Cost and Performance in eBusiness
LEB504 Research Methods for eBusiness and Communication, OR
LEB507 Multimedia for Website and CD-ROM Development

Further electives available online only – see list below

Graduate Diploma

Recommended subjects available in seminars and online.

The subjects as for the Graduate Certificate, plus:

LEB502 eBusiness Design for Competitive Advantage (core)
LEB501 Marketing and Customer Relationship Management (core)
LEB501 Managing Strategic Cost and Performance in eBusiness
LEB504 Research Methods for eBusiness and Communication, OR
LEB507 Multimedia for Website and CD-ROM Development

Further electives available online only – see list below

Master

Recommended subjects available in seminars or online.

The subjects as for the Graduate Certificate and the Graduate Diploma, plus:

LEB700 Strategic Transformation and Entrepreneurial eBusiness (core)
LEB701 Virtual Communities: eBusiness and Society (core)
LEB702 Building an Integrated eBusiness Infrastructure
LEB603 Managing Human Resources in eBusiness Environments (at 700 level)

Elective subjects (available online only)

LEB504 eBusiness and Communication Project
LEB505 eBusiness Virtual Learning Project
LEB506 Finance for eBusiness Managers
LEB507 Designing Multimedia Presentations for Business
LEB508 Sustainability, eBusiness and Triple Bottom Line
LEB704 Community, Sustainability and Multimedia Project
LEB705 Designing Interactivity in eBusiness

These electives may be substituted at the appropriate level by negotiation (contact admin@swin.edu.au).

Entry requirements

An undergraduate qualification at a credit level (GPA 2.5, GMAT 550 or equivalent) from a recognised tertiary institution.

A first degree qualification in any area. Applicants who do not hold an appropriate qualification but who have considerable relevant experience are also eligible to apply. Applicants who can demonstrate prior study or work experience related to the subject matter of the Graduate Certificate or Graduate Diploma may apply for exemptions under the University's Credit Transfer system.

Students whose first language is not English will need to provide evidence of advanced proficiency in written and spoken English by either:

- International English Language Testing System (IELTS) Band 8.5 with no single band less than 6.0; or
- Test of English as a Foreign Language (TOEFL) 580 with TWE score of not less than 4.0.

Application procedure

Application forms are available from the Centre for eBusiness and Communication or can be downloaded at: www.id.swinburne.edu.au/ebusiness/html/admission.htm

International students should contact the International Student Unit on +61 3 9214 8647 or visit the website at: www.swinburneburne.edu.au/isu

WRITING

L084 Master of Arts (Writing)
L079 Graduate Diploma of Arts (Writing)
L071 Graduate Certificate of Arts (Writing)

The rapid pace of change in the ways in which information is accessed, utilised and converted into knowledge means that there is a growing need for graduates with both traditional and electronic professional and creative writing skills. The
goal of Lilydale’s Arts (Writing) courses is to draw together print and performance-based texts, while exploring the local and global opportunities of electronic media. The Writing suite of courses builds on the expertise of the Lilydale Campus in areas including: electronic writing, information management, eCommunications and writing for learning technologies. These courses will give students access to the best materials in print and online as well as to experts in their field. Students will be supported by online mentors and tutors.

Aims & Objectives

The aims of the Writing suite of courses are to:

- Enable writing skills, whether professional or creative, to be understood, developed and implemented.
- Draw together print and performance-based texts with the local and global opportunities of electronic media.
- Provide both traditional and electronic professional and creative writing skills.
- Enable students to develop content for business and creative purposes and for print and online deliveries.
- Give students access to the best materials in print and online as well as to experts in their field.

These courses have the objectives of:

- Drawing together students’ professional lives with the writing qualification. Through developing their own folios, students will be able to utilise their area of interest, whether it be Business Writing (such as planning for setting up a small business or writing a report), Curriculum Writing (such as teaching statistics or developing online materials for learning and teaching), Research Writing, such as collecting and utilising data and writing a refereed article) or Creative Writing (such as poetry or scriptwriting).
- Enriching genre writers with knowledge and insights of other genres which they might practise, or which might be applied to their traditional writing domains.
- Enabling students to understand and apply critical and cultural theories on textuality and discourse.

Campus

Online

Course duration

Masters: three semesters full-time or six semesters part-time.
Graduate Diploma: two semesters full-time or four semesters part-time.
Graduate Certificate: one semester full-time or two semesters part-time.

Structure

The Master of Arts (Writing) incorporates the Graduate Certificate and Graduate Diploma in Writing.

The Graduate Certificate consists of 4 subjects (500 level) and the Graduate Diploma consists of a further 4 subjects (600 level). The Masters continues on from the Graduate Certificate and Graduate Diploma levels and consists of a further 4 subjects (700 level), including the core subject LPW701 Publication Folio. Each subject is worth 12.5 credit points, except for LPW701 Publication Folio which is worth 25 credit points. In summary, to complete the Master of Arts (Writing), a total of 12 subjects, worth 150 credit points, must be completed.

The course is delivered entirely online and is supported with virtual tutors and tutorials, print materials, web sites and CD Rom.

Graduate Certificate

LPW 500 Critical Friends: The real and virtual support of writers (Core)
LPW 501 Journalism
LPW 502 Research to Publication
LPW 503 Writing for Cybermedia

Graduate Diploma

LPW 600 Reading and Writing (Core)
LPW 601 Creative and General Writing for Publication
LPW 602 Writing Family Histories
LPW 603 Script Adaptation: Stage, Screen, Multimedia
LPW 604 Online Writing

Masters

LPW 700 The Writerly Self
LPW 701 Publication Folio (Core – 25 credit points)
LPW 702 Publication: Presenting your work to an Audience
LPW 703 Electronic Writing
LPW 704 Script Writing

Entry requirements

An appropriate honours degree or a 4 year undergraduate degree or equivalent. Applicants with an appropriate postgraduate diploma or equivalent are also eligible to apply.

Application procedure

Applications should be made directly to Swinburne Lilydale. Application forms can be downloaded at: www.ld.swin.edu.au/writing

L088  Master of Technology (by research)

The Master of Technology provides a complementary pathway for students who have completed the Graduate Diploma of Business (eBusiness and Communication) or other technology related Graduate Diplomas or Honours programs, including students from the Master of Business Administration program, who are looking for a technology related research-based capstone to their postgraduate study. It also provides an ideal pathway for students who want to prepare themselves for further study in a research-based Doctor of Philosophy or other doctorate-level degree by equipping them with the skills and understanding required to be an independent researcher and scholar. Projects may be strongly application oriented, drawing upon a student’s prior experience and focusing on problem resolution from a multidisciplinary perspective.

Aims & Objectives

The Master of Technology provides an opportunity for students to undertake a significant investigative project in a field surrounding the application and/or impact of technology in Electronic Enterprise and society more widely.

Campus

Lilydale

Course duration

Two years full-time (minimum 3 semesters)
Four years part-time (minimum 6 semesters)

Structure

Students participate in three seminar series, Reflective Learning, Research Proposal Development and Research Writing and Communication. Students must complete a Thesis in accordance with Swinburne Masters Degrees by research policies and procedures www.swinburne.edu.au/hed/research/admission.htm

Master of Technology (MFTech) candidates may produce, as the examinable outcomes of their program, either (i) a thesis only or (ii) a thesis and product or artifact embodying the results of their research, since research outcomes in the field of technology commonly include new method and product.

Entry requirements

An appropriate honours degree or postgraduate diploma in a technology related field from a recognised tertiary institution. All entrants must have demonstrated understanding of research methods.

Application procedure

Application forms are available from the Centre for eBusiness and Communication or you can be downloaded at: www.ld.swin.edu.au/ebusiness
Graduate School of Integrative Medicine

The Swinburne University Graduate School of Integrative Medicine has been designed to provide medical professionals with educational programs and research opportunities in complementary therapies. The part-time courses are delivered on-campus at Hawthorn and combine the scientific principles of conventional medical training with scientifically proven complementary therapies. Subjects are also available through distance education. The establishment of the School, which is the first of its kind in Australia, is a joint initiative of the University, the Australian College of Nutritional and Environmental Medicine (ACNEM) and the Australian Integrative Medicine Association (AIMA), which is the only national organisation representing medical practitioners who utilise complementary therapies. In September 1998, the School began delivering graduate certificate and diploma qualifications in integrative medicine and graduate certificate and diploma qualifications in nutritional and environmental medicine. We are also developing a masters program in nutritional and environmental medicine and a graduate certificate and diploma in mind/body medicine.

Further information
Contact the Graduate School of Integrative Medicine on:
Telephone: +61 3 9214 5463 or +61 3 9214 5296
Email: gsim@swin.edu.au
Website: www.swinburne.edu.au/gsim/

INTEGRATIVE MEDICINE

GSIM2 Graduate Diploma of Applied Science (Integrative Medicine)
GSIM1 Graduate Certificate of Applied Science (Integrative Medicine)

This program is designed to provide a general introduction to a number of different complementary therapies. On completion of the Graduate Diploma medical practitioners will have a basic knowledge of each therapy. They will also be in a position to select a therapy for more intensive study at a later stage.

Opportunities will be available for students to conduct research projects within a Masters course or at a PhD level. The selection of complementary therapy research will be based on intensive examination of the scientific evidence in each area in order to identify promising lines of inquiry. The guarantee of scientific validity of the Graduate School’s research comes from a commitment to rigorous scientific method at all times.

This course is available on-campus, by Distance Education, or Online. The ‘on-campus’ program is described here; for further information on the Distance and Online program, refer to our website at: www.swinburne.edu.au/gsim/online/online.htm

Campus
Hawthorn, Online or Distance Education

Professional recognition
The Royal Australian College of General Practitioners (RACGP) has allocated CME points in the OA&CE Program for each subject in this course.

Course duration
While it is anticipated that the programs will in most cases be self-paced, it is expected that the Graduate Certificate could be completed in one year part-time (50 credit points) and the Graduate Diploma could be completed in two years part-time (100 credit points).

Structure
All the component subjects in the Graduate Certificate/Diploma can be taken as single subjects, or as a combination of single subjects. Subjects run for either 4 weeks (10 credit points) or 8 weeks (20 credit points) with 5 contact hours per week. The completion of each subject accumulates credit towards a qualification. The Graduate Diploma requires the successful completion of the subjects listed below (100 credit points). Alternatively, students may choose to leave with a Graduate Certificate after the accumulation of 50 credit points.

Course subjects
HIM101 Introduction to Complementary Medicine (10 credit points)
HIM102 Introduction to Nutritional and Environmental Medicine (20 credit points)
HIM202 Introduction to Musculoskeletal/Physical Medicine and Sports Medicine (20 credit points)
HIM203 Introduction to Acupuncture (10 credit points)
HIM204 Introduction to Herbal Medicine (20 credit points)
HIM205 Introduction to Mind/Body Medicine (20 credit points)

Entry requirements
Applicants will normally have completed an undergraduate degree in medicine or an approved equivalent. Consideration may be given to applicants with other degrees in the health sciences if places are available.

Application procedure
Direct application to the School should be made on the relevant form available from the School Administrator.

NUTRITIONAL AND ENVIRONMENTAL MEDICINE

GSIM4 Graduate Diploma of Applied Science (Nutritional and Environmental Medicine)
GSIM3 Graduate Certificate of Applied Science (Nutritional and Environmental Medicine)

The emphasis of the course is on the principles and practical application of nutritional and environmental medicine to common clinical problems. Currently, very little clinical nutrition is taught within Australian medical schools.

Opportunities will be available for students to conduct research projects within a masters course or at a PhD level. The selection of nutritional and environmental medicine research will be based on intensive examination of the scientific evidence in each area, in order to identify promising lines of inquiry. The guarantee of scientific validity of the Graduate School’s research comes from a commitment to rigorous scientific method at all times.

This course is available on-campus, by Distance Education, or Online. The ‘on-campus’ program is described here; for further information on the Distance and Online program, refer to our website at: www.swinburne.edu.au/gsim/online/online.htm

Campus
Hawthorn, Online or Distance Education

Professional recognition
The Royal Australian College of General Practitioners (RACGP) has allocated CME points in the OA&CE Program for each subject in this course.

Course duration
While it is anticipated that the programs will in most cases be self-paced, it is expected that the Graduate Certificate could be completed in one year part-time and the Graduate Diploma could be completed in two years part-time.

Structure
All the component subjects in the Graduate Diploma and Graduate Certificate can be taken as single subjects, or as a combination of single subjects. Subjects run for 4 weeks (10 credit points) with 5 contact hours per week. The completion of each subject accumulates credit towards a qualification. The Graduate Diploma requires the successful completion of the subjects listed below (100 credit points). Alternatively, students may choose to leave with a Graduate Certificate after the accumulation of 50 credit points.

Course subjects
HNE101 Introduction to Nutritional and Environmental Medicine
HNE102 Biology of Nutrients
The Industrial Research Institute Swinburne is Australia’s leading organisation for applied research and technology diffusion to industry. Headquartered in the heart of Melbourne, a city known for its cultural vibrancy and industrial heritage, IRIS has established its reputation based on our strength in exceeding customer expectations. Creative researchers providing innovative solutions to entrepreneurial industries has always been the Institute’s mission. IRIS revenue is generated from contract research performed for the mutual benefit of industry, government and society.

Our success is also based on understanding customer requirements; appreciating world-wide market competition; capacity to capture future technology trends; and a recognition of time-to-market constraints. Our range of services include feasibility studies; design and testing of developments; customised short-term training; and degree award courses.

Further information
Contact the Industrial Research Institute Swinburne (IRIS) on:
Telephone: +61 3 9214 5153
Fax: +61 3 9214 5050
Email: hsmirnios@swin.edu.au
Website: www.swinburne.edu.au/iris

CAD/CAM/CIM

**M086** Master of Engineering (Computer Integrated Manufacture)

**M085** Graduate Diploma of Engineering (Computer Integrated Manufacture)

**M084** Graduate Certificate of Engineering (CAD/CAM)

Computer Aided Design (CAD) is defined as a system that uses a computer to assist in the creation or modification of a design. Computer Aided Manufacturing (CAM) is defined as the effective utilisation of computer technology in the management, control and operation of a manufacturing facility through direct or indirect interface with the physical and human resources of the company.

Computer Integrated Manufacturing (CIM) is an important and effective means of achieving productivity improvements which must be seriously considered by manufacturing companies who wish to become and remain competitive. CIM should also be encouraged in the national interest so that the application of appropriate technology can improve our ability to compete on international markets and against cheaper, high quality imports in the domestic market.

It is intended that graduates will have a comprehensive understanding of the practical applications of CIM systems, and a demonstrated ability to carry out detailed investigation and research at a high academic level into specific aspects of CIM.

**Aims & Objectives**

This program aims to prepare engineering and physical science graduates for future roles in the development and application of CIM, which combines the associated technologies of CAM and CAD.

**Campus**

Hawthorn

**Career opportunities**

Graduates may find employment with manufacturing companies who are intending to adopt computer integrated manufacturing, as project engineers or advanced program managers. It is also envisaged that some graduates may seek employment related to the marketing of hardware/software systems or as consultants.

**Course duration**

Masters: three semesters full-time or equivalent part-time.
Graduate Diploma: two semesters full-time or equivalent part-time.
Graduate Certificate: one semester full-time or equivalent part-time.
Structure
The Master of Engineering (Computer Integrated Manufacture) incorporates the Graduate Certificate in Engineering (CAD/CAM) and the Graduate Diploma in Engineering (Computer Integrated Manufacture). Students must achieve 100 credit points with an average of not less than 65% at Graduate Diploma level to continue through to the Masters program. Alternatively, students may be permitted to complete at Graduate Certificate or Graduate Diploma level.

Semester 1 (Graduate Certificate)
HMM662 Computer Aided Design
HMM663 Enterprise Management Systems
HMM664 Advanced Robotics
HMM665 Numerical Control Systems

Semester 2 (Graduate Diploma)
HMM666 Intelligent Manufacturing Systems
HMM667 Control and Sensing
HMM668 Expert Systems, Simulation and Modelling
HMM669 Computer Modelling and FEA

Semester 3 (Masters)
HMM661 Research Project

Entry requirements
A four year engineering degree from a recognised tertiary institution or such qualification or experience which, in the opinion of the selection committee, is of a satisfactory standard and suitable preparation for entry to the program.

Application procedure
Direct application to the Industrial Research Institute Swinburne (IRIS). International students should contact the International Student Unit on +61 3 9214 8647 or visit the website at: www.swinburne.edu.au/isu

INDUSTRIAL ENGINEERING

M075 Master of Engineering (Industrial Engineering)
M074 Graduate Diploma of Engineering (Industrial Engineering)
M073 Graduate Certificate of Engineering (Industrial Engineering)

The Industrial Engineering (IE) program has been designed in response to the need for an engineering approach to solving problems relating to the interplay of people, productivity, information, and management. IE relates to the total picture of productivity improvement through the analysis, design, installation, control, evaluation and improvement of integrated systems of people, materials information, equipment and processes.

The first semester (Graduate Certificate) focuses on the fundamental concepts of Industrial Engineering, which provide students with important early insights into the IE profession. This is supplemented with subjects which emphasise the detailed aspects of total quality and procedures for productivity improvement, and the modern ways of managing manufacturing systems including JIT technique for decision making. The technology management topics discuss issues including financial analysis, project management and traditional and modern production methods.

Second semester subjects (Graduate Diploma) focus on the more advanced and technical topics of Industrial Engineering. Simulation and expert systems provide solid techniques for analysis of complicated systems which may arise as a result of design and modelling. Design of physical facilities enables students to effectively utilise space and facilities. This and other situations are assisted by mathematical modelling techniques and statistical analysis tools.

Students wishing to complete a Masters degree in Industrial Engineering can either take a Minor Thesis, which is research information on a practical or theoretical topic in Industrial Engineering, or they can take two additional subjects and a project.

Aims & Objectives
The program aims to meet the market demand for expertise which is not provided by any other engineering discipline, including problem solving, decision making, productivity and quality improvements, modelling, simulation, reliability analysis, operations management, methods engineering, quick response, and business re-engineering.

Campus
Hawthorn

Career opportunities
Graduates have the ability to apply their knowledge in any organisation including banks, hospitals, insurance and airline companies, governmental offices, transportation industry, telecommunication and all types of manufacturing companies.

Course duration
Masters: three semesters full-time or equivalent part-time.
Graduate Diploma: two semesters full-time or equivalent part-time.
Graduate Certificate: one semester full-time or equivalent part-time.

Structure
The Master of Engineering (Industrial Engineering) incorporates the Graduate Certificate and Graduate Diploma in Industrial Engineering. Students must achieve 100 credit points with an average of not less than 65% at Graduate Diploma level to continue through to the Masters program. Alternatively, students may be permitted to complete at Graduate Certificate or Graduate Diploma level.

Semester 1 (Graduate Certificate)
HMM649 Fundamentals of Industrial Engineering
HMM650 Process Improvement and Quality
HMM663 Enterprise Management Systems
HMM657 Computing for Industrial Engineering

Semester 2 (Graduate Diploma)
HMM688 Expert Systems, Simulation and Modelling
HMM656 Systems Optimisation and Reliability
HMM655 Decision Analysis
HMM658 Design of Physical facilities

Semester 3 (Masters)
HMM659 Minor Thesis OR
HMM660 Project and
2 approved subjects (approved subjects must have a common theme)

Entry requirements
A degree in a professional field from a recognised tertiary institution or such qualification or experience which, in the opinion of the selection committee, is of a satisfactory standard and suitable preparation for entry to the program.

Application procedure
Direct application to the Industrial Research Institute Swinburne (IRIS). International students should contact the International Student Unit on +61 3 9214 8647 or visit the website at: www.swinburne.edu.au/isu

METEOROLOGY AND QUALITY

IRMO1 Graduate Certificate of Engineering (Metrology and Quality)

This is a unique course covering theoretical and practical aspects involved in metrology and quality. It has been developed in collaboration with the Metrology Society of Australia (MSIA). The course covers measurement, standards and management. One of four areas of specialisation may be selected, and students gain practical experience in the elements of metrology. The four areas of specialisation are: dimensional and mechanical, electrical and time and frequency, chemical and temperature, optical and radiometry.

The course is delivered by distance education, and subjects are presented by recognised experts in the field of metrology and quality.

The course provides skills that will enable participants to:
- Calculate the uncertainty of measurement.
- Select and apply an appropriate statistical technique for a measurement task.
Microsystems technology has been called a revolution. Microtechnology is already having an impact on all facets of human life including manufacturing, communication, entertainment, health and biotechnologies. This microsystems technology program is aimed at developing the design, fabrication and testing skills required by professionals who are interested in making a career in the exciting field of microengineering. Microsystem technology is a multidisciplinary area and requires expertise that includes elements of physics, chemistry, biology, electrical engineering and materials engineering. Hence, this course is designed to meet the needs of professionals working in engineering as well as science, with a good balance of the subjects dealing with both aspects.

The course includes some of the following topics:

- Micromachining Technology
- Microlithography
- Principles, Design and Applications of Microsystems
- Deposition and Replication Methods
- Computer Modeling and Finite Element Methods
- Computer Aided Design
- Computer Control and Sensing
- Product Innovation and Management
- Bio-MEMS
- Smart Materials & Structures and their Role in Building Microsystems

Aims & Objectives
The major objectives of this program are to:

- Introduce the students to the concepts of microengineering underpinning their relevance to the macro world.
- Develop the awareness and understanding of the processing technologies.
- Impart the skills necessary to design and simulate the microsystems using specific software tools.
- Provide students with an appreciation of the most recent applications of microsystems.

Campus
Hawthorn and Scoresby

Career opportunities
Microsensors and actuators have a key role in many systems including: automotive, advanced satellite, and real-time bio-analytical systems. Professional engineers with a sound postgraduate qualification and a comprehensive understanding of the design and fabrication technologies will have excellent opportunities for employment in a wide range of industries and research organisations. Internationally, many new graduates rapidly go on to form their own companies.

Course duration
 Masters: One and a half years full-time (3 semesters) or equivalent part-time.
 Graduate Diploma: Two semesters full-time or equivalent part-time.
 Graduate Certificate: One semester full-time or equivalent part-time.

Structure
The Graduate Certificate is the first stage in the Master of Engineering (Microsystems Technology). On successful completion of the Graduate Certificate, students may progress to the Graduate Diploma and Master levels of the program. Students must achieve 100 credit points with an average of not less than 65% at Graduate Diploma level to continue through to the Masters program. Alternatively, students may be permitted to complete at Graduate Certificate or Graduate Diploma level.

**Semester 1 (Graduate Certificate)**

- HMM662 Computer Aided Design
- HRI110 Microlithography
- HRI111 Micromachining Technology
- HRI114 Computer Modelling and FEA

**Semester 2 (Graduate Diploma)**

- HRI106 Product Management and Innovation
- HRI112 Deposition and Replication
- HRI113 Microsystems - Principles, Design & Applications
- HMUM667 Computer Control and Sensing
Semester 3 (Masters)
HRI115 Minor Thesis

Entry requirements
A degree in engineering or science from a recognised tertiary institution (or approved equivalent). Applicants who do not hold an appropriate qualification but who have considerable relevant work experience may initially be admitted to the Graduate Certificate level.

Application procedure
Direct application to the Industrial Research Institute Swinburne (IRIS). International students should contact the International Student Unit on +61 3 9214 8647 or visit the website at: www.swinburne.edu.au/isu

ROBOTICS AND AUTOMATION

M093 Master of Engineering (Robotics and Automation)
M092 Graduate Diploma of Engineering (Robotics and Automation)
M091 Graduate Certificate of Engineering (Robotics and Automation)

The Robotics and Automation program combines the disciplines of electronic, mechanical and manufacturing engineering, computer science and software engineering. The program is designed to meet the needs of personnel currently involved in, or intending to be involved in, the robotics and automation industry. It also has considerable application for personnel in a wide range of technologically-based industries including rail, shipping, heavy industry, the chemical industry and energy production.

Robotics and Automation may include some or all of the following elements in an integrated system:
- Numerically Controlled (NC) machine tools.
- Computer Numerical Control (CNC).
- Direct Numerical Control (DNC).
- Flexible Manufacturing Systems (FMS).
- Industrial robots.
- Automated assembly.
- Automated inspection systems.
- Automated warehousing.
- Unmanned manufacturing systems.
- Computer Aided Design (CAD).

Graduates will be readily employable by those manufacturing companies who intend to adopt advanced manufacturing technologies, particularly robotics and automation. It is expected that such companies will recognise the advantages of employing a professional engineer who has a sound postgraduate qualification, a comprehensive understanding of the practical applications of robotics and automation systems and demonstrated ability to apply specific knowledge in areas of robotics and automation in solving industrial problems.

Campus
Hawthorn

Career opportunities
Graduates will have the ability to work in a wide range of technologically based industries including rail, shipping, heavy industry, chemical and energy production, as a project engineer or advanced programs manager. Graduates may also seek employment related to the marketing of hardware/software systems or as consultants.

Course duration
Masters: three semesters full-time or equivalent part-time.
Graduate Diploma: two semesters full-time or equivalent part-time.
Graduate Certificate: one semester full-time or equivalent part-time.

Structure
The Master of Engineering (Robotics and Automation) incorporates the Graduate Certificate and Graduate Diploma of Engineering (Robotics and Automation). Students must achieve 100 credit points with an average of not less than 65% at Graduate Diploma level to continue through to the Masters program. Alternatively, students may be permitted to complete at Graduate Certificate or Graduate Diploma level.

Semester 1
HMM662 Computer Aided Design
HMM664 Advanced Robotics
HMM635 Robot Systems
HMM665 Numerical Control Systems

Semester 2
HMM634 Non-Contact Inspection
HMM667 Computer Control and Sensing
HMM655 Decision Analysis
HMM669 Computer Modelling and FEA

Semester 3
HMM637 Project

Entry requirements
An engineering degree from a recognised tertiary institution or such qualification or experience which, in the opinion of the selection committee, is of a satisfactory standard and suitable preparation for entry to the program.

Application procedure
Direct application to the Industrial Research Institute Swinburne (IRIS). International students should contact the International Student Unit on +61 3 9214 8647 or visit the website at: www.swinburne.edu.au/isu
Institute for Social Research

The Institute for Social Research (ISR) at Swinburne University of Technology specialises in research and teaching. With over twenty-five years experience in the social sciences, research and tertiary education, the ISR possesses a wealth of knowledge and expertise in these fields.

We provide objective and quality oriented results. We have excellent client relations as a result of completing work on time, within budget and accurately addressing client needs. The ISR offers expertise in a wide range of areas, including:

- Media and communications;
- Housing markets and policy;
- Democracy, citizenship and community renewal;
- Social policy and public administration;
- Measuring performance and effectiveness;
- Qualitative and quantitative analysis;
- Wired community, e-government and information skills;
- Government finances and funding social policy;
- Philanthropy and grant making;
- Gender and cultural diversity;
- Action research; and
- Postgraduate education, distance education, short courses and professional development.

Further information

Contact the Institute for Social Research on:

Telephone: +61 3 9214 8825
Fax: +61 3 9819 5349
Email: isr@swin.edu.au
Website: www.isir.swin.edu.au

HOUSING MANAGEMENT AND POLICY

N0903 Master of Social Science in Housing Management and Policy
N0807 Graduate Diploma of Social Science in Housing Management and Policy
N079 Graduate Certificate of Social Science in Housing Management and Policy

This suite of programs is a postgraduate professional qualification which provides knowledge and skills in research, policy development, and the Australian and New Zealand context and systems of housing management.

This program is designed for administrators, housing managers (public, not-for-profit and private real estate), and research and policy workers in the public and community sectors who wish to improve their knowledge of, and skills in, housing management. It is a distance education course.

Aims & Objectives

The aim of the course is to provide the practical and conceptual skills necessary for management, administration and policy development in housing provision. The course content is therefore split between knowledge of housing issues and skills in administration, management, research and policy.

The formal objectives of the course are:

- To provide knowledge of, and experience in, the analysis of the Australian and New Zealand housing systems and the social and economic problems which characterise them.
- To enhance portable research, discovery and information retrieval skills.
- To promote transferable communication skills - analytical, written and technological.
- To promote an array of transferable problem solving, organisational and management skills in the specialised area of housing assistance.
- To facilitate technical competence in the management of a housing service.
- To develop a client value based management culture in the delivery of housing assistance.
- To link the formal training offered by this course with training in the work setting.

Campus

Distance Education

Career opportunities

Graduates will be able to move between community and public sectors as a result of skill and knowledge acquired.

Graduates of the Masters program will have enhanced ability to apply for management level positions in the social housing sector, policy formulation and related fields.

Course duration

Masters: four years part-time.
Graduate Diploma: three years part-time.
Graduate Certificate: two years part-time.

Structure

This is a nested suite of programs. It is styled on a ‘4+2+2’ basis. Students who have successfully completed the three core subjects plus one elective will receive the Graduate Certificate. The Graduate Diploma requires a further two subjects plus a research report.

Students who have successfully completed the Graduate Diploma a student may apply to undertake the Masters degree. The Masters requires a further two subjects plus a minor thesis. It is possible to complete two subjects per semester at Graduate Diploma or Masters level.

This self-paced distance education program is tutored by a team of some of the most experienced urban and housing academics and practitioners in Australia. Each subject is taught over a semester and each week the workload will involve approximately three hours reading of notes, two to three hours of reference reading, and additional time for exercises.

Single subjects

Students may choose to do a single subject. Students may only enrol in one single subject per course, and the fee is $900 per subject. Should a student decide to consolidate a single subject into an accredited program, full course fees will apply and an additional charge of up to $350 per subject will be made. On completion of the subject students will receive a pass or fail and statement of completion.

Course subjects

Graduate Certificate

HAS487 Housing Practice
HAS485 Australasian Housing Systems
HAS494 Housing Organisation and Management

Graduate Diploma

HAS485 Australasian Housing Systems
HAS487 Housing Practice
HAS494 Housing Organisation and Management
HAS486 Housing Policy and Research

Masters

HAS485 Australasian Housing Systems
HAS487 Housing Policy and Research
HAS488 Housing Economics and Finance

and a Research Report

Swinburne University of Technology | Postgraduate Course Handbook 2004
plus four of:
HAS488 Housing Economics and Finance
HAS489 Managing Diversity
HAS492 Urban Social Theory
HAS493 Asset Management
HAS491 Comparative Social Policy

and a Minor Thesis

Entry requirements
Applicants should have at least five years appropriate work experience in housing management and administration, or in a related area such as the social and community sector, public administration, local government, or private real estate and property development. Applicants without work experience are also eligible if they have an appropriate degree such as Humanities, Social Science, Business, Architecture or Planning.

Application procedure
Application forms are available from the Institute for Social Research or can be downloaded from our website: www.swinburne.edu.au/hed/postgrad/postgrad_application.pdf

Sponsored applicants should provide their details to their funding organisation.

PHILANTHROPY AND SOCIAL INVESTMENT

NP190 Master of Social Science (Philanthropy and Social Investment)
NP180 Graduate Diploma of Social Science (Philanthropy and Social Investment)
NP170 Graduate Certificate of Social Science (Philanthropy and Social Investment)

The Philanthropy and Social Investment program is designed for government, business, not-for-profit, philanthropic and related private sector agencies which provide and manage grants and funds for the wellbeing of Australian citizens, generally called 'philanthropy' and 'social investment'. It provides graduates with policy and applied research skills, conceptual development and technical management and new technology skills.

Aims & Objectives
This course will develop appropriate management and administrative skills, explore underlying issues of values and ethics confronting grant-makers and provide knowledge of and experience in analytical and practical skills. In particular, this course aims to integrate social, environmental and economic concerns with effective funds dispersal and management approaches. Its uniqueness is the integration of economics, sociological analyses and business management techniques in philanthropy and social investment.

Specific objectives of the Graduate Certificate are to:
- Develop appropriate management skills;
- Explore underlying issues of values and ethics confronting grant-makers;
- Provide knowledge of, and experience in, analytical and practical skills and information about the key concepts.

The Graduate Diploma aims to provide:
- A detailed understanding of philanthropy and social investment in Australia, the Asia-Pacific region and America, with reference to the United Kingdom, Europe and wider global patterns;
- Contemporary knowledge and skills in dealing with a changing environment;
- Enhanced research, policy and practice skills, especially with regard to governmental, corporate and family settings;
- Increased theoretical insights;
- Enhanced knowledge and skills relevant to managing portfolios.

Specific objectives of the Masters are to develop:
- A comparative understanding of Australian and international philanthropy;
- Contemporary knowledge and skills in dealing with a changing environment;
- Enhanced knowledge and skills relevant to grant-making;
- Skills in independent research;
- Substantial theoretical skills in analysis of key issues.

Campus
Hawthorn

Career opportunities
Graduates will have the technical skills and wider community perspectives in grant-making, program design and corporate social investment which will equip them to work in the corporate, professional, public and community sectors. Career paths will include management, administration and program officer roles in private and corporate trusts and foundations, in public and community affairs, funds management, financial advising, sponsorship and marketing, and consulting.

Course duration
Masters: two years full-time or equivalent part-time.
Graduate Diploma: one year full-time or equivalent part-time.
Graduate Certificate: one semester full-time or two semesters part-time

Structure
This is a nested suite of programs. It is styled on a ‘4+2+2’ basis. On successful completion of the Graduate Certificate students can undertake the Graduate Diploma. This requires a further 2 subjects and a research report of 8–10,000 words (288 contacts hours of study). The Masters requires a further 2 subjects plus a minor thesis of 20,000 words (432 contact hours of study).

Course subjects

Graduate Certificate
HP1501 An Introduction to Philanthropy and Social Investment
HP1502 The Practice of Effective Grant-making
HP1503 Research and Policy
HP1504 Corporate Social Investment

Graduate Diploma
All subjects from the Graduate Certificate plus two of:
HP1551 Personal and Family Grant-making
HP1552 Perspectives from Public Policy and Ethics
HP1553 Comparative Social Policy
HP1554 Research Report

Masters
All subjects from the Graduate Diploma plus:
HP1601 Philanthropy and Social Investment in the Asia-Pacific
One subject may be selected from the School of Business, AGSE or ISR courses by agreement.

Application procedure
Application should be made directly to the Institute for Social Research.
International Disaster Management Centre

The International Disaster Management Centre (IDMC) provides training in disaster management. It is physically located in the Industrial Sciences Department, Swinburne University of Technology at the Hawthorn campus in Victoria, Australia. The centre aims to develop an holistic understanding of the concepts, conventions and practices of disaster management and their subsequent application to the more operational aspects developed through in-country scenarios with attention to:

- prevention
- evacuation
- recovery
- rehabilitation
- reconstruction

Further information
Contact the International Disaster Management Centre (IDMC) on:
Telephone: +61 3 9214 5146
Fax: +61 3 9214 8650
Email: tafeinds@swin.edu.au
Website: www.tafe.swin.edu.au/indsci/dm/centre.html

S0046GDDIS Graduate Diploma of Disaster Management
S0046GCDIS Graduate Certificate in Disaster Management

The Graduate Certificate and Graduate Diploma of Disaster Management have been developed to support the training needs of the emergency services and related agencies responsible for protecting people and assets in business and the community. It is essential that their personnel learn the skills of prevention, preparedness, response and recovery in order to protect Australia and neighbouring countries from the effects of emergencies and disasters. The course provides participants with a regional, national and international perspective on disaster management, based around the Australian/New Zealand standard on Risk Management (AS/NZS 4360:1999). The course is delivered in distance education mode.

Campus Distance Education

Career opportunities
Graduates possessing skills in the interpretation and application of the Risk Management Standard will be widely sought by local, national and international government and non-government organisations, emergency services, volunteer and aid agencies.

Course duration
Students are encouraged to complete each module within six months.

Structure
To obtain the Graduate Certificate, students must complete the two core risk modules and two elective modules. They may then elect to obtain the Graduate Diploma by completing the remaining core module and a further three electives.

Graduate Certificate

Core Subjects
- RMD0001 Perception and Identification of Risk
- RMD0002 Risk Determination and Treatment

Electives
Choose two from:
- RMD0004 Natural Hazards
- RMD0005 Human and Industrial Hazards
- RMD0006 Emergency Logistics and Evaluation
- RMD0007 Emergency Management and Disaster Recovery
- RMD0009 Disaster Preparedness and Decision-making

Graduate Diploma

Core Subjects
- RMD0001 Perception and Identification of Risk
- RMD0002 Risk Determination and Treatment
- RMD0008 Disaster Management Research Project

Electives
Choose 5:
- RMD0004 Natural Hazards
- RMD0005 Human and Industrial Hazards
- RMD0006 Emergency Logistics and Evaluation
- RMD0007 Emergency Management and Disaster Recovery
- RMD0009 Disaster Preparedness and Decision-making

Entry requirements
A degree or advanced diploma from a recognised tertiary institution (or approved equivalent). Applicants with relevant work experience are also eligible to apply, particularly where relevant professional practice has been undertaken. In these cases it is expected that the intending participants will be able to:

- Work independently
- Consult with others
- Manage time and commitments
- Research material from primary and secondary sources
- Present written information appropriate for postgraduate assessment.

Application procedure
Contact the International Disaster Management Centre (IDMC).
Learning and Teaching Support

Learning and Teaching Support provides a consultancy style service across the Higher Education divisions of Swinburne University; promoting the use of pedagogically appropriate educational techniques and technologies. Educational Development Advisers provide learning and teaching practice advice to Heads of School, discipline leaders, lecturers and tutors supporting learning and teaching activities. It also offers the Graduate Certificate in Teaching and Learning (Higher Education).

Further information
Contact Learning and Teaching Support
Telephone: +61 3 9214 8895
Fax: +61 3 9214 8637
Email: kleow@swin.edu.au

LGC100 Graduate Certificate in Teaching and Learning (Higher Education)

This program is the result of an agreement between Learning and Teaching Support and Napier University, Edinburgh, to provide an online, internationalised postgraduate program in learning and teaching in higher education. It assists teaching staff in higher education institutions to monitor, evaluate and develop their teaching and assessment practices so as to teach effectively in a variety of contexts with a variety of students. The program adopts a flexible approach to provision of higher education utilising online resources and communications supported by some print and audio-visual resources. The program provides flexibility in the dates of commencement, the duration of the program, and the time and place of study.

Aims & Objectives
The general aims of the program are to:
• Help teaching staff develop the core skills, versatility, competence and confidence to teach effectively in higher education.
• Encourage and assist teaching staff to reflect on their practice in a critical and informed way and realise the need for continuing professional self-evaluation and development.
• Provide teaching staff with opportunities to integrate and apply what they have learned in a supportive, discipline related or allied cross disciplinary environment.

Campus
Hawthorn and Online

Career opportunities
The program provides academic staff, employed in universities, with the ability to evidence their capabilities in teaching at the higher education level and assists them to demonstrate their capacity to meet teaching criteria when applying for vacancies or making application for promotion.

Professional recognition
The online version of the Graduate Certificate in Teaching and Learning in Higher Education developed by Swinburne University has provisional accreditation with the U.K. Staff and Educational Development Association (SEDA). No equivalent recognition is available in Australia.

Course duration
Six months full-time or one to two years part-time.

Structure
LTS101 involves attendance at two full-day workshops, the remaining modules are taken online, supported by face-to-face or online meetings with tutors and online interaction with other participants. The nominal study time is 150 hours per module. Some of this overlaps with normal teaching preparation, assessment and evaluation.

Course subjects
LTS101 Learning contexts, styles and outcomes
LTS102 Teaching and learning methods and media
LTS103 Assessment, evaluation and support

LTS104 Independent professional project

Entry requirements
Entry is restricted to academic staff currently teaching in higher education who have a bachelor degree from a recognised tertiary institution.

Application procedure
Application forms are available from Learning and Teaching Support.
National Institute of Design

Postgraduate study at NIDR is focused on Communication Design, Furniture Design, Industrial Design, Interior Design and Multimedia Design.

Programs are offered by coursework and in research. They are available at the levels of postgraduate certificate, postgraduate diploma, masters and doctorate.

Coursework degrees give qualified designers the chance to achieve advanced specialisation in design practice.

Research activity at NIDR is equally dedicated to transferring knowledge between industry and the University. NIDR’s Professional Doctorate in Design is the highest academic program of applied design practice in Australia.

NIDR is a key partner in a highly prestigious Australian Government Cooperative Research Centre (CRC) within which the academic staff and research students of the School will develop new products and material applications for the Australian furniture and timber industries.

Further information
Contact the National Institute of Design on +61 3 9214 6755
Email: NIDEnquiry@swin.edu.au
Website: www.swinburne.edu.au/design/

COMMUNICATION DESIGN

DMCD30 Master of Design (Communication Design)
DMCD31 Graduate Diploma of Design (Communication Design)
DMCD32 Graduate Certificate (Communication Design)

The Master of Design (Communication Design) provides a program of advanced study for designers wishing to achieve higher specialisation in their discipline, preparing them well to meet the increasing demands of the design industry. In keeping with international practice in both postgraduate design education and the design industry, the knowledge and skills acquired are integrated within practical design projects. While responding to the important role of technology in contemporary design practice, the program focuses on understanding communication strategy and the context for design. The nature of teaching and learning encourages students to become informed designers and to develop the visual and conceptual strengths that produce compelling design. These include the examination of current and best practice in relevant design areas and understanding design’s broad social, cultural and technological frameworks.

Furthermore, while design outcomes usually reflect industry needs, the program also challenges students to investigate ways in which visual imagery and messages can be meaningful to general audiences.

A key principle underpinning this program is that it is available in three delivery modes, each relating to a specific category of need and the particular circumstances of the students. The outcomes will be the same in quality and rigour and similar in content but arrived at through whichever mode is most suitable (and desirable) to the student, and which is negotiated at the time of enrolment.

Mode 1

Mode 1 is a coursework program with emphasis on structured skills acquisition, design investigation and applied design projects. The program has a four semester, coursework format, offering enhanced knowledge and experience in communication design, design management, creative strategies, and diverse multimedia design technologies. Skills and knowledge gained are assessed on the basis of their successful application in assigned projects. Students may join the program in either semester, of which one and two can be taken in either order and three and four can be taken in either order.

Design studios are the major focus of the program. Participants attend formal presentations and discuss a variety of topics related to professional practice, and the social and cultural frameworks of communication design. The design studio is the context for participants to meet, work, problem solve, share ideas, plan, and receive feedback. The delivery of the course is thus modelled on the types of activities and exchanges that take place in the design studio, including both individual and group projects. Individual projects allow students to explore their own creative vision and interests, while demonstrating their individual design strengths and technical specialisations. Group projects recognise that contemporary design projects involve a range of technical abilities and design expertise. Communication design is also a social process that requires the development of effective project management and collaboration skills.

Mode 2

Mode 2 offers a program of experiential learning in advanced practice in the National Institute of Design’s Design Research Centre. The Design Research Centre is a working design studio that undertakes innovative design projects, especially where advanced communication design outcomes are achieved through the planned, systematic collection, analysis and interpretation of research information. The Centre is the context where students develop their knowledge and understanding of client liaison, brief taking, contract reporting, supervision and coordination of suppliers, preparation of written quotations and creative proposals, project and production management, group leadership, concept presentation to clients, and marketing. It also affords students the opportunity to apply professionally related skills and advanced communication design techniques to the development of complex projects. Projects may include both commissioned projects and self-determined projects.

Mode 3

Mode 3 allows candidates to replace a semester of mode 2 with a single, independent project (50 credit points) under the guidance of a design adviser assigned by the School. This may be negotiated in circumstances where candidates can demonstrate significant industry experience and their own professional context. This mode may be negotiated for more than one semester and is dependent on the approval of the Communication Design Program Coordinator and the Institute’s Academic Director.

Where it is considered appropriate, students may move from one mode of study to the other with the approval of the Communication Design Program Coordinator and the Institute’s Academic Director. In specific instances and again with the approval of the Communication Design Program Coordinator and the Institute’s Academic Director students may take a subject offered in another discipline of the NID in place of a subject offered in this program.

Campus

Prahran

Course duration

Two years (4 semesters) full-time or four years (8 semesters) part-time.

Structure

The Master of Design (Communication Design) course will operate under a student workload model based on 100 credit points for a full-time academic year. To qualify for the award the student must complete, or have been granted exemption for, the subjects shown in any of the modes of the degree as described in Course Subjects.

The skills acquisition component of the course is delivered by intensive teaching and is developed to assist work undertaken in individual and group projects. In each semester the design component of the program is based on project work. This mirrors industry practice. Accompanying each design project is a Project Document comprising visual evidence of design investigation and discussion of the design rationale with accompanying text.

MODE 1

Graduate Certificate

Semester 1

HDC511 Communication Design Research 7 (25 cps)
HDC512 Design Communication Studio 7
HDC513 Creative Strategy Projects, OR
HDC521 Communication Design Research 8 (25 cps)
HDC522 Design Communication Studio 8
HDC523 Communication Design Strategy Projects

Graduate Diploma

Semester 2

HDC621 Communication Design Research 8 (25 cps)
HDC622 Design Communication Studio 8
HDC623 Communication Design Strategy Projects, OR
HDC631 Communication Design Research 7 (25 cps)
HDC632 Design Communication Studio 7
Entry requirements
Admission to the course is through a degree, or diploma in Design or a design-related area from a recognised tertiary institution or substantial experience in the Design industry (normally five years). Technical prerequisites include a medium level of software knowledge such as Photoshop and Adobe Illustrator, Quark Express or In-Design, and basic multimedia software.
The presentation of this core content will be notable for drawing on the expertise of leading designers, and other experts in relevant fields. The third stream will emphasise design management and entrepreneurship. In developing their projects, students will be challenged to consider how contemporary design reflects and responds to new technological developments, shifting demographics and the changing nature of everyday life, and how it might predict changing needs and uses in design and be realised in actual terms.

The nature of the introductory program recognises the need for flexible modes of delivery. It can be offered as an intensive unit, delivered over a number of weeks, or as a sequence of daytime, evening or weekend seminars. International students, however, are required to undertake the course on a full-time basis.

Campus
Prahran

Course duration
Masters: two years full-time or four years part-time.

Structure
Although the course may be taken in a limited attendance mode, all students will be required to attend the National Institute of Design for the introductory program at the beginning of the course. For students developing their own design projects, attendance would also usually be required for the first four weeks of Design Project 2 and the major design project to establish the parameters of the project with their mentor.

The course operates to a student workload model of 50 credit points per semester of full-time study. It is structured into three supervised design projects, as follows:

- Project 1 is undertaken in Semester 1, and will incorporate knowledge and skills relevant to the specific discipline area (50 credit points).
- Project 2 is undertaken in Semester 2, and will incorporate further knowledge and skills relevant to the specific discipline area (50 credit points).
- Finally, the major design project in Semesters 3 and 4 will combine, at an advanced level, the knowledge and skills previously acquired (100 credit points).

Accompanying each design project will be a project document of appropriate scale and content, demonstrating the parameters of the project’s investigation.

Each design project will be assessed at the end of the relevant semester in an exhibition format or via other appropriate media. The project document will be assessed as an integral part of the design project. It will be a permanent visual and written record that describes intent as appropriate to the project. The project document may encompass the design methods and intellectual processes that have been followed in realising the design. It must include reasoned representation of the rationale for key design decisions, and document the contextual frameworks in which those decisions were made, whether these be technological, commercial, aesthetic, theoretical, cultural or social. It should include a list of references.

The course permits flexible entry and exit for local students. Enrolment in the course can be on a semester by semester basis, and in either a full-time or part-time mode. As such, a student may complete Semester 1, the first design project, and return at a later date to undertake Semester 2, etc. Qualification exit points are available, as follows:

Graduate Diploma in Design: Completion of Semesters 1 and 2 (Design Projects 1 and 2) and Project Documents of appropriate scale and content (100 credit points).
Master of Design: Completion of Semesters 3 and 4 (Design Projects 1, 2 and 3) and Project Document of appropriate scale and content (200 credit points).

FURNITURE DESIGN

DMFD30 Master of Design (Furniture Design)
DMFD31 Graduate Diploma of Design (Furniture Design)

The Master of Design (Furniture Design) program provides advanced study suitable for designers who wish to achieve higher specialisation in this discipline. It aims to prepare participants to meet the increasing demands of the design industry. In keeping with international practice in both postgraduate design education and the design industry, the program structure is project-based, and will be conducted under the guidance of a design mentor. This enables knowledge/skills to be acquired and integrated within practical design projects.

The program also recognises that over recent decades, the practice of design and its social and economic uses have become increasingly complex, interrelated and subject to change. While reflecting the design interests of the National Institute of Design, the program of study is structured to adapt to the changing nature of design and to accommodate the specific needs of different groups of students. For example, Information Design is currently an important field of interest and commercial, aesthetic, theoretical, cultural or social. It should include a list of references.

The course permits flexible entry and exit for local students. Enrolment in the course can be on a semester by semester basis, and in either a full-time or part-time mode. As such, a student may complete Semester 1, the first design project, and return at a later date to undertake Semester 2, etc. Qualification exit points are available, as follows:

Graduate Diploma in Design: Completion of Semesters 1 and 2 (Design Projects 1 and 2) and Project Documents of appropriate scale and content (100 credit points).
Master of Design: Completion of Semesters 3 and 4 (Design Projects 1, 2 and 3) and Project Document of appropriate scale and content (200 credit points).

Graduate Diploma of Design
Semester 1
HDM501 Design Project One (50 credit points)
Semester 2
HDM502 Design Project Two (50 credit points)
OR
Completion of the Graduate Diploma in Design Studies (100 credit points)

Master of Design
Semesters 3 & 4
HDM601 Major Design Project (100 credit points)

Entry requirements
A degree or diploma in art or design from a recognised tertiary institution or substantial experience in the design industry (normally five years).

Application procedure
Direct application to National Institute of Design.

International students should contact the International Student Unit on +61 3 9214 8647 or visit the website at: www.swinburne.edu.au/isu
Entry requirements
A degree or diploma in design from a recognised tertiary institution or substantial experience in the design industry or education (normally five years).
Students admitted to the course who have completed an Honours year in a design discipline will be eligible for exemption of the first two semesters of the program.

Application procedure
Direct application to National Institute of Design.
International students should contact the International Student Unit on +61 3 9214 8847 or visit the website at: www.swinburne.edu.au/isu

INDUSTRIAL DESIGN
DMID30 Master of Design (Industrial Design)
DMID31 Graduate Diploma of Design (Industrial Design)
The Master of Design (Industrial Design) program provides advanced study suitable for designers who wish to achieve higher specialisation in this discipline. It aims to prepare participants to meet the increasing demands of the design industry. In keeping with international practice in both postgraduate design education and the design industry, the program structure is project-based, and will be conducted under the guidance of a design mentor. This enables knowledge/skills to be acquired and integrated within practical design projects.
The program also recognises, that over recent decades, the practice of design and its social and economic uses have become increasingly complex, interrelated and subject to change. While reflecting the design interests of the National Institute of Design, the program of study is structured to adapt to the changing nature of design and to accommodate the specific needs of different groups of students. For example, Information Design is currently an important field of interest and development across design, as is the application of design to digital contexts. Similarly, the needs of an ageing population and critical issues of sustainability pose emerging challenges for design. A feature of this program is the Introductory Program, an intensive sequence of seminars and workshops in which key skills, knowledge, and ideas are introduced.
The Introductory Program comprises three major streams of information. One will focus on design methods. The second will explore a contained set of themes and questions of high relevance to an aspect or aspects of contemporary design practice, including the expression of design in an advanced technological context. The presentation of this core content will be notable for drawing on the expertise of leading designers, and other experts in relevant fields. The third stream will emphasise design management and entrepreneurship. In developing their projects students will be challenged to consider how contemporary design reflects and responds to new technological developments, shifting demographics and the changing nature of everyday life, and how it might predict changing needs and uses in design and be realised in actual terms.
The nature of the Introductory Program recognises the need for flexible modes of delivery. It can be offered as an intensive unit, delivered over a number of weeks, or as a sequence of daytime, evening or weekend seminars. International students, however, are required to undertake the course on a full-time basis.

Campus
Prahran

Course duration
Masters: two years full-time or four years part-time.

Structure
Although the course may be taken in a limited attendance mode, all students will be required to attend the National Institute of Design for the Introductory Program at the beginning of the course. For students developing their own design projects, attendance would also usually be required for the first four weeks of Design Project 2 and the Major Design Project to establish the parameters of the project with their mentor.
The course operates to a student workload model of 50 credit points per semester of full-time study. It is structured into three supervised Design Projects, as follows:
• Project 1 is undertaken in Semester 1, and will incorporate knowledge and skills relevant to the specific discipline area (50 credit points).
• Project 2 is undertaken in Semester 2, and will incorporate further knowledge and skills relevant to the specific discipline area (50 credit points).
• Finally, the major Design Project in Semesters 3 and 4 will combine, at an advanced level, the knowledge and skills previously acquired (100 credit points).

Accompanying each Design Project will be a Project Document of appropriate scale and content, demonstrating the parameters of the project’s investigation. Each Design Project will be assessed at the end of the relevant semester in an exhibition format or via other appropriate media. The Project Document will be assessed as an integral part of the Design Project. It will be a permanent visual and written record that describes intent as appropriate to the project. The Project Document may encompass the design methods and intellectual processes that have been followed in realising the design. It must include reasoned representation of the rationale for key design decisions, and document the contextual frameworks in which those decisions were made, whether these be technological, commercial, aesthetic, theoretical, cultural or social. It should include a list of references.
The course permits flexible entry and exit for local students. Enrolment in the course can be on a semester by semester basis, and in either a full-time or part-time mode. As such, a student may complete Semester 1, the first Design Project, and return at a later date to undertake Semester 2, etc. Qualification exit points are available, as follows:
Graduate Diploma in Design: Completion of Semesters 1 and 2 (Design Projects 1 and 2) and Project Documents of appropriate scale and content (100 credit points).
Master of Design: Completion of Semester 4: Design Projects 1, 2, and 3 and a Project Document of appropriate scale and content (200 credit points).

Graduate Diploma of Design
Semester 1
HDM501 Design Project One (50 credit points)
Semester 2
HDM502 Design Project Two (50 credit points)
OR
Completion of the Graduate Diploma of Design in Design Studies (100 credit points)

Master of Design
Semesters 3 & 4
HDM601 Major Design Project (100 credit points)

Entry requirements
A degree or diploma in design from a recognised tertiary institution or substantial experience in the design industry or design education (normally five years).
Students admitted to the course who have completed an Honours year in a design discipline will be eligible for exemption of the first two semesters of the program.

Application procedure
Direct application to National Institute of Design.
International students should contact the International Student Unit on +61 3 9214 8847 or visit the website at: www.swinburne.edu.au/isu

INTERIOR DESIGN
DMINTD30 Master of Design (Interior Design)
DMINTD31 Graduate Diploma of Design (Interior Design)
The Master of Design (Interior Design) provides a program of advanced study suitable for designers who wish to achieve higher specialisation in this discipline. It aims to prepare participants to meet the increasing demands of the design industry. In keeping with international practice in both postgraduate design education and the design industry, the program structure is project-based, and will be conducted under the guidance of a design mentor. This enables knowledge/skills to be acquired and integrated within practical design projects.
The program also recognises, that over recent decades, the practice of design and its social and economic uses have become increasingly complex, interrelated and subject to change. While reflecting the design interests of the National Institute of Design, the program of study is structured to adapt to the changing nature of...
design and to accommodate the specific needs of different groups of students. For example, Information Design is currently an important field of interest and development across design, as is the application of design to digital contexts. Similarly, the needs of an ageing population and critical issues of sustainability pose emerging challenges for design. A feature of this program is the Introductory Program, an intensive sequence of seminars and workshops in which key skills, knowledge, and ideas are introduced.

The Introductory Program comprises three major streams of information. One will focus on design methods. The second will explore a contained set of themes and questions of high relevance to an aspect or aspects of contemporary design practice, including the expression of design in an advanced technological context. The presentation of this core content will be notable for drawing on the expertise of leading designers, and other experts in relevant fields. The third stream will emphasise design management and entrepreneurship. In developing their projects students will be challenged to consider how contemporary design reflects and responds to new technological developments, shifting demographics and the changing nature of everyday life, and how it might predict changing needs and uses in design and be realised in actual terms.

The nature of the Introductory Program recognises the need for flexible modes of delivery. It may be offered as an intensive unit, delivered over the number of weeks, or as a sequence of daytime, evening or weekend seminars. International students, however, are required to undertake the course on a full-time basis.

**Campus**
Prahran

**Course duration**
Masters: two years full-time or four years part-time.

**Structure**
Although the course may be taken in a limited attendance mode, all students will be required to attend the National Institute of Design for the Introductory Program at the beginning of the course. For students developing their own design projects, attendance would usually also be required for the first four weeks of Design Project 1 and the Major Design Project to establish the parameters of the project with their mentor.

The course operates to a student workload model of 50 credit points per semester of full-time study. It is structured into three supervised Design Projects, as follows:

- Project 1 is undertaken in Semester 1, and will incorporate knowledge and skills relevant to the specific discipline area (50 credit points).
- Project 2 is undertaken in Semester 2, and will incorporate further knowledge and skills relevant to the specific discipline area (50 credit points).
- Finally, the major Design Project in Semesters 3 and 4 will combine, at an advanced level, the knowledge and skills previously acquired (100 credit points).

Accompanying each Design Project will be a Project Document of appropriate scale and content, demonstrating the parameters of the project's investigation.

Each Design Project will be assessed at the end of the relevant semester in an exhibition format or via other appropriate media. The Project Document will be assessed as an integral part of the Design Project. It will be a permanent visual and written record that describes intent as appropriate to the project. The Project Document may encompass the design methods and intellectual processes that have been followed in realising the design. It must include reasoned representation of the rationale for key design decisions, and document the contextual frameworks in which those decisions were made, whether these be technological, commercial, aesthetic, theoretical, cultural or social. It should include a list of references.

The course permits flexible entry and exit for local students. Enrolment in the course can be on a semester by semester basis, and in either a full-time or part-time mode. As such, a student may complete Semester 1, the first Design Project, and return at a later date to undertake Semester 2, etc. Qualification exit points are available, as follows:

- Graduate Diploma in Design: Completion of Semesters 1 and 2 (Design Projects 1 and 2) and Project Documents of appropriate scale and content (100 credit points).
- Master of Design: Completion of Semester 4: Design Projects 1, 2 and 3 and a Project Document of appropriate scale and content (200 credit points).

**Course subjects**

**Year 1 (Graduate Diploma)**

**Semester 1**

- HDM501 Design Project One (50 credit points)

**Semester 2**

- HDM502 Design Project Two (50 credit points)

**OR**

Completion of the Graduate Diploma of Design in Design Studies (100 credit points)

**Year 2 (Master)**

**Semesters 3 & 4**

- HDM601 Major Design Project (100 credit points)

**Entry requirements**

A degree or diploma in design from a recognised tertiary institution or substantial experience in the design industry or design education (normally five years).

Students admitted to the course who have completed an Honours year in a design discipline will be eligible for exemption of the first two semesters of the program.

**Application procedure**

Direct application to National Institute of Design.

International students should contact the International Student Unit on +61 3 9214 8847 or visit the website at: www.swinburne.edu.au/isu

**MULTIMEDIA DESIGN**

- DMMDD30 Master of Design (Multimedia Design)
- DMMDD31 Graduate Diploma of Design (Multimedia Design)
- DMMDD32 Graduate Certificate of Design (Multimedia Design)

This course aims to produce graduates with advanced understanding of interactive design, design and production for time and sequence, and design for new convergent media. While responding to the primary role of technology in contemporary design practice, the program focuses on understanding communication strategy and the context for design. The nature of teaching and learning encourages students to become informed designers and to develop the visual and conceptual approaches that produce compelling design. These include the examination of current and best practice in relevant design areas, and understanding design's broad social, cultural and technological frameworks. Furthermore, while design outcomes usually reflect industry needs, the program challenges students to investigate the ways in which visual imagery and messages can be meaningful to general audiences.

A key principle underpinning this program is that it is available in three delivery modes, each relating to a specific category of need and the particular circumstances of the students. The outcomes will be the same in quality and rigour and similar in content but arrived at through whichever mode is most suitable (and desirable) to the student, and which is negotiated at the time of enrolment.

**Mode 1**

Mode 1 is a coursework program with emphasis on structured skills acquisition, design investigation and applied design projects. The program has a four semester, coursework format, offering enhanced knowledge and experience in multimedia design, design management, creative strategies, and diverse multimedia design technologies. Skills and knowledge gained are assessed on the basis of their successful application in assigned projects.

Design studios are the major focus of the program. Participants attend formal presentations and discuss a variety of topics related to professional practice, and the social and cultural frameworks of multimedia design. The design studio is the context for participants to meet, work, problem solve, share ideas, plan, and receive feedback. The delivery of the course is thus modelled on the types of activities and exchanges that take place in the design studio, including both individual and group projects. Individual projects allow students to explore their own creative vision and interests while demonstrating their individual design strengths and technical specialisations. Group projects recognise that multimedia
design projects involve a range of technical abilities and design expertise. It is also a social process that requires the development of effective project management and collaboration skills. In each subject issues relevant to the contemporary design and media context provide the focus for design investigation. Technology tutorials are provided to assist participants in developing design projects. Each semester, a specific area of technology is introduced to support project work and to build cumulative knowledge.

**Mode 2**

Mode 2 offers a program of experiential learning in advanced practice in the National Institute of Design's Design Research Centre. The Design Research Centre is a working design studio that undertakes innovative design projects, especially where advanced multimedia design outcomes are achieved through the planned, systematic collection, analysis and interpretation of research information. The Centre is the context where students develop their knowledge and understanding of client liaison, brief taking, contract reporting, supervision and coordination of suppliers, preparation of written quotations and creative proposals, project and production management, group leadership, concept presentation to clients, and marketing. It also affords students the opportunity to apply professionally related skills and advanced multimedia design techniques to the development of complex projects. Projects may include both commissioned projects and self-determined projects.

**Mode 3**

Mode 3 allows candidates to replace a semester of Mode 2 with a single, independent project (60 credit points) under the guidance of a design adviser assigned by the School. This may be negotiated in circumstances where candidates can demonstrate significant industry experience and their own professional context. This mode may be negotiated for more than one semester and is dependent on the approval of the Multimedia Design Program Coordinator and the Institute's Academic Director.

Where it is considered appropriate, students may move from one mode of study to the other with the approval of the Multimedia Design Program Coordinator and the Institute's Academic Director. In specific instances and again with the approval of the Multimedia Design Program Coordinator and the Institute's Academic Director students may take a subject offered in another discipline of the NID in place of a subject offered in this program.

**Campus**

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**Career opportunities**

Graduates will possess broad based knowledge and specialist skills that will enable them to work at many levels in design consultancies, information technology companies, media and entertainment studios, advertising agencies and government instrumentalities.

**Professional recognition**

Graduates are eligible for membership of the Australian Graphic Design Association (AGDA), membership of multimedia Industry Network (miIN) and associate membership of the Design Institute of Australia (DIA).

**Course duration**

Master: two years full-time or four years part-time.

**Structure**

The Master of Design (Multimedia Design) course will operate under a student workload model based on 100 credit points for a full-time academic year. To qualify for the award the student must complete, or have been granted exemption for, the subjects shown in either variant of the degree as described in section 2.6.1.

The skills acquisition component of the course is developed by intensive teaching and is developed to assist work undertaken in individual and group projects. In each semester the major component of the program is based on a collaborative group project undertaken by small teams of students. This mirrors industry practice. There is also a minor individual project to be undertaken each semester. Accompanying each design project is a Project Document comprising visual evidence of design investigation and discussion of design rationale of approximately 3,000 words.

**Course subjects**

The subjects listed below will be offered “subject to re-accreditation” and should be used as a guide only.

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**MODE 1**

**Graduate Certificate**

**Semester 1**

HDM511 Multimedia Design Technology 1
HDM512 Individual Multimedia Design Project 1
HDM513 Group Multimedia Design Project 1 25cps

**Graduate Diploma**

**Semester 2**

HDM621 Multimedia Design Technology 2
HDM622 Individual Multimedia Design Project 2
HDM623 Group Multimedia Design Project 2 25cps

**Master of Design (Requires Grad Dip or Hons as a prerequisite)**

**Semester 3**

HDM711 Multimedia Design Technology 3
HDM712 Individual Design Project 3
HDM713 Group Multimedia Design Project 3 25cps

**Semester 4**

HDM721 Multimedia Design Technology 4
HDM722 Individual Multimedia Design Project 4
HDM723 Group Multimedia Design Project 4 25cps

**MODE 2**

**Graduate Certificate**

**Semester 1**

HDM513 Group Multimedia Design Project 1 25 cps
HDM5PP Multimedia Design Professional Practice 1 25cps

**Graduate Diploma**

**Semester 2**

HDM623 Group Multimedia Design Project 2 25cps
MDM6PP Multimedia Design Professional Practice 2 25ps

**Master of Design (Requires Grad Dip or Hons as a prerequisite)**

**Semester 3**

HDM713 Group Multimedia Design Project 3 25cps
HDM71PP Multimedia Design Professional Practice 3 25cps

**Semester 4**

HDM723 Group Multimedia Design Project 4 25cps
HDM72PP Multimedia Design Professional Practice 4 25ps

**MODE 3**

All students enrolled in Mode 3 of the Master of Design (Multimedia Design) will be required to join the sequence of Design Research Methods and Issues seminars run by NID in the first four weeks of Semester Two in their first semester of study. These seminars will normally form part of Individual Design Project 1 or Individual Design Project 3 if the student is granted advanced standing.

**Graduate Certificate**

**Semester 1**

HDM500 Individual Design Project 1 50cps

**Graduate Diploma**

**Semester 2**

HDM600 Individual Design Project 2 50cps

**Master of Design (Requiring Grad Dip or Hons as a prerequisite)**

**Semester 3**

HDM701 Individual Design Project 3 50cps

**Semester 4**

HDM702 Individual Design Project 4 50cps
Entry requirements
Satisfactory completion of an appropriate degree or honours degree and/or
related industrial experience. Or, have such other qualifications or experience,
which in the opinion of the Selection Committee, are of a satisfactory standard and
are suitable preparation for entry to this program at an appropriate level.

Application procedure
Direct application to the School Administration Manager, National Institute of Design.
International students should contact the International Student Unit on +61 3 9214
8847 or visit the website at: www.swinburne.edu.au/isu

PROFESSIONAL DOCTORATE

D90 Professional Doctorate in Design
The Professional Doctorate in Design is an innovative program of advanced study
intended to meet the professional needs of experienced designers in industry and
education. Its focus is on the new emergent electronic media and their creative
application within the fields of Design. These have wide application across the
entire range of Design professions, and are equally relevant to professionals
working in Communication and Multimedia Design, Product and Industrial Design,
and Interior and Exhibition Design. The course is therefore applicable to all Design
fields. Its project-based structure allows the designer to pursue a research goal
appropriate to their discipline, while using digital technology to better achieve that
goal. As a Design Doctorate, the emphasis is firmly on Design, with the new digital
technology acting as both a facilitator and a channel for professional development.

Four distinctive features underlie the course:
Firstly, the evolution of digital communications has revolutionised Design practice
in all fields of industry-related Design. The pace of technological change is such
that for those working in Design there is a pressing need to stay abreast of current
developments. In addition, the new technologies offer opportunities for Design. For
example, Multimedia Design, Web Site Design and Digital Video did not exist a
decade ago, but are now major areas of employment within the Design field.

Secondly, design practices are now more closely linked to both industrial and
educational design processes; i.e. ideas, images, processes and products. Such knowledge and skill acquisition are integrated within Design
practice, and viewed as integral components of practical Design projects. This
project-based structure reflects international practice in both the Design industry and
education, with the knowledge and skills to be acquired being those of
emerging significance to the profession within a world market.

Thirdly, in keeping with the Professional Doctorate as a research degree, central
features of the PhD will be retained, namely, the roles of the supervisor and
external examiner. Each student will be assigned a supervisor(s), as in a PhD, who
will guide the student and agree on the details of the program to be followed. The
supervisor(s) will have responsibility for the student over the duration of the
course. Two external examiners will assess the Major Design Research Project,
determining the candidate’s contribution to the advancement of knowledge in their
field of practice.

Fourthly, the first semester of the degree recognised that formal knowledge of
advanced research methods has not been part of the educational experience of
designers until recently. In addition, designers usually hold a Masters degree by
coursework rather than research. The subject Advanced Research Methods
develops a candidate’s knowledge and understanding of advanced strategies for
information seeking, for the critical appraisal of research sources, both design-
based and written, project delivery, and the major positions on the nature of design
research. The subject also incorporates a program of guided research to assist
candidates in framing a specific research question by establishing what is and is
not known about an area of design, identifying areas of controversy or limitation in
the field, and the designation of appropriate research methods.

Campus
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Course duration
Three years full-time.

Structure
Students undertake Advanced Design Research Methods in the first semester,
followed by five semesters of supervised research. The Advanced Design Research
Methods subject will guide candidates in the development of an advanced
research proposal relevant to the student’s discipline and incorporating new digital
technology. This will include a full induction program covering:
(a) The rationale and structure of the course
(b) Academic requirements and assessment, and
(c) Design research methods, leading to
(d) The development of an advanced research proposal, and
(e) The selection of a supervisor(s) and agreement upon both a Design topic and
detailed program of study for the Major Design Research Project.

The Major Design Research Project will then represent the investigation and
presentation of that topic. Accompanying the Major Design Research Project will
be a Project Report that describes the parameters of the project investigation.

Semester 1
HD90 Advanced Design Research Methods
Semesters 2, 3, 4, 5 & 6
HD90 Design Research Project 2

Entry requirements
Admission to the course is normally via a Masters from a recognised tertiary
institution plus a minimum of five years of professional experience. Other
qualifications and relevant experience may be deemed equivalent to, or a
satisfactory substitute for, the qualification prescribed above.

Application procedure
Direct application to the School Administration Manager, National Institute of Design.
The scope of research is best indicated by examples of projects currently being supervised within the School:
- Evaluating Corporate Indentity Programs.
- Feng Shui: An Application to Architectural Design.

**Campus**
Prahran

**Course duration**
Generally, two years full-time or four years part-time.

**Structure**
The Master of Design by research involves the investigation of a design-related topic using research methods. For examination the candidate may produce either:
(a) A thesis only;
(b) A thesis and a product or artefact that embodies the result of their research.

**Entry requirements**
Admission to the Master of Design is not restricted to those with a design background. Applicants from any academic area are welcome. In general, applicants for the Master of Design should have either:
(a) A Bachelors Degree with First or Second Class Honours;
(b) Other qualifications and professional experience deemed equivalent.

**Application procedure**
Direct application to the Administration Manager, National Institute of Design.

**DD90 Doctor of Philosophy (Design)**

Current research projects include:
- The cognitive structure of colour space.
- The design of an instrument for use in Anterior Cruciate Ligament surgery.
- A cognitive simulation model of colour design strategies.
- Lithographic transfer as a catalyst for invention.
- Public perceptions of designers and the design professions.
- An internet-based investigation of public perceptions of the design professions.
- Indirect transfer: catalyst to chemical printing.

**Campus**
Prahran

**Course duration**
Generally, three years full-time or six years part-time.

**Entry requirements**
Admission to the Doctor of Philosophy is not restricted to those with a design background. Applicants from any academic area are welcome. In general, applicants for the Doctor of Philosophy should have:
(a) A Masters degree, or
(b) An Honours degree with First or Upper Second Class Honours, or
(c) Other qualifications and professional experience deemed equivalent.

Full details of admission requirements are available from the Office of Research and Graduate Studies website: www.swinburne.edu.au/research
course material (supplied on CD-ROM), undertake required readings from textbooks and the Internet, contribute regularly to assessable asynchronous newsgroup discussions, as well as undertake assignments and project work. The equivalent student contact hours for each subject is 5 hours per week during academic semesters.

Semester 1
HET602 Exploring the Solar System
HET603 Exploring Stars and the Milky Way
HET604 Exploring Galaxies and the Cosmos
HET605 Theories of Space and Time
HET607 History of Astronomy
HET609 Astrophotography and CCD Imaging
HET610 Studies in Space Exploration
HET611 Stellar Astrophysics
HET612 Major Project – History of Astronomy
HET615 Major Project – Astrophotography and CCD Imaging
HET617 Major Project - Computational Astrophysics

Semester 2
HET602 Exploring the Solar System
HET603 Exploring Stars and the Milky Way
HET604 Exploring Galaxies and the Cosmos
HET606 Tools of Modern Astronomy
HET607 History of Astronomy
HET608 Introductory Radio Astronomy and the Search for Extra Terrestrial Intelligence
HET612 Major Project – History of Astronomy
HET614 Introduction to Particle Physics and High Energy Astrophysics
HET615 Major Project – Astrophotography and CCD Imaging
HET616 Great Debates in Astronomy
HET617 Major Project - Computational Astrophysics

Note:
- Not all of the above subjects will be conducted every semester.
- Electives will usually be offered subject to satisfactory enrolment numbers.
- Students should contact the School Administration Office to obtain further information about subject offerings.

Entry requirements
A degree or diploma from a recognised tertiary institution (or approved equivalent) or relevant experience, depending on the level of entry.

Entry to the Graduate Certificate is restricted to residents of Australia. Entry to the Graduate Diploma or Masters program is available Worldwide.

Students who are admitted to the Graduate Certificate, and who obtain credits or above will qualify for admission, with full credit, to a higher level of the program.

Where necessary, the selection process may include an interview by telephone to establish an applicant’s level of experience in, or knowledge of, astronomy.

Students are expected to be computer literate and to have Internet access outside of Swinburne.

Application procedure
Application is available on our website at: astronomy.swin.edu.au/sao/

MULTIMEDIA

J096 Master of Multimedia
J086 Graduate Diploma of Multimedia
J076 Graduate Certificate of Multimedia

This course is intended for graduates seeking to utilise the potential of multimedia to enhance their professional skills especially those in the teaching, training or media professions, or those wishing to pursue a career in the exciting and dynamic multimedia industry for example multimedia author, web site developer, or e-commerce.

Campus
Hawthorn

Career opportunities
Web site developer/programmer; multimedia producer/developer/programmer; 2D/3D animator (special effects); multimedia network administrator.

Course duration
Graduate Certificate: one semester full-time or equivalent part-time.
Graduate Diploma: two semesters full-time or equivalent part-time.
Masters: three semesters full-time or equivalent part-time.

Structure
This courses will operate under a student workload model based on 50 credit points for a full-time semester. One credit point is deemed to be equivalent to one hour of student work per week over a semester, whether in contact with staff, operating in flexible delivery mode or in private study. The typical student’s average weekly workload during semester is therefore deemed to be fifty hours.

Swinburne operates on a three semester year.

Students choose subjects from four (4) groups:
- Group 1 – Multimedia Core Subjects
- Group 2 – Multimedia Elective Subjects
- Group 3 – Co-elective Subjects
- Group 4 – Multimedia Project Subjects

Graduate Certificate students must successfully complete a minimum of 50 credit points according to the following rules:
- 37.5 credit points from Group 1; and
- 12.5 credit points from Group 1 or 2.

Graduate Diploma students must successfully complete a minimum of 100 credit points according to the following rules:
- 50 credit points from Group 1;
- 25 credit points from Group 2; and
- 25 credit points from Groups 2 and/or 3.

Master of Multimedia students must successfully complete a minimum of 150 credit points according to the following rules:
- 50 credit points from Group 1;
- 25 credit points from Group 2;
- 25 credit points from Groups 2 and/or 3;
- 50 credit points from Groups 2, 3 and/or 4.

Group 1 – Multimedia Core Subjects
HET730 Multimedia Practice
HET732 Multimedia Development
HET743 User Experience Design

Group 2 – Multimedia Elective Subjects
HET723 Internet & WWW
HET728 3D Animation & Special Effects
HET735 Interactive Multimedia
HET742 Digital Video and Audio
HET748 Advanced 3D Animation & Rendering

Group 3 – Co-elective Subjects
HIT5051 Software Development 1
HIT6052 Software Development 2G
HIT6016 Database 1
HBM522 Customer Relationship Management
eHBM523 eMarketing
HAM411 Globalisation: Media and Telecommunications
HAL401 Cultural Convergence
HET706 Networks & Routing%
HET708 Internetworking Technology

Swinburne University of Technology | Postgraduate Course Handbook 2004
HET910 Multimedia Project Design (HET910 may not be taken with HET811 or
8647 or visit the website at: www.swinburne.edu.au/isu/welcome.html
International students should contact the International Student Unit on +61 3 9214
postgrad_application.pdf
Application forms are available at: www.swinburne.edu.au/hed/postgrad/
Direct to the School of Biophysical Sciences and Electrical Engineering.

Entry requirements
A qualification from a recognised tertiary institution or approved equivalent.

Application procedure
Direct to the School of Biophysical Sciences and Electrical Engineering.
Application forms are available at: www.swinburne.edu.au/ hed/postgrad/
postgrad_application.pdf
International students should contact the International Student Unit on +61 3 9214
8647 or visit the website at: www.swinburne.edu.au/isu/welcome.html


to the School of Biophysical Sciences and Electrical Engineering. Academic Committee.

Group 4 – Multimedia Project Subjects
HET811 Multimedia Project (HET811 may not be taken with HET910 or
HET911)
HET910 Multimedia Project Design (HET910 may not be taken with HET911)
HET911 Multimedia Project Production (HET911 may not be taken with
HET911)

Notes:
• Not all subjects are offered all semesters.
• Some may be only offered subject to sufficient enrolments.
• The course panel has the authority to approve additional co-electives for
particular students. Such approvals will be advised to the School of
Biophysical Sciences and Electrical Engineering Academic Committee.
• It is recommended that HAM411 Globalisation: Media and
Telecommunications be undertaken before HAL401 Cultural Convergence.

% Places in this subject are limited.

Suggested Progression for Full-Time Students

Graduate Certificate of Multimedia
50 credit points made up of:
   HET730 Multimedia Practice
   HET743 User Experience Design
   HET725 Interactive Multimedia
Exit with Graduate Certificate of Multimedia, OR progress to:

Graduate Diploma of Multimedia
50 credit points made up of:
   HET732 Multimedia Development
   HET742 Digital Video and Audio
   plus one of the following alternatives:
(a) HET728 3D Animation & Special Effects, and
(b) HET723 Internet & WWW, or
   Two Group 3 subjects
Exit with Graduate Diploma of Multimedia, OR progress to:

Master of Multimedia
50 credit points made up of:
   HET811 Multimedia Project; and
   Two Group 2 or 3 subjects
Exit with Master of Multimedia

Part-time Master of Multimedia students are recommended to replace HET811
Multimedia Project with the combination HET910 Multimedia Project Design and
HET911 Multimedia Project Production.

NETWORK SYSTEMS

S069 Master of Science in Network Systems
S059 Graduate Diploma of Science (Network Systems)
S049 Graduate Certificate of Science (Network Systems)
The Master of Science in Network Systems is part of a nested suite of programs,
which includes a Graduate Certificate, and a Graduate Diploma with different entry
points depending upon previous academic studies and work experience.
The program is intended both for new graduates and for experienced graduates
who wish to update their skills or change their area of specialisation. It is
concerned with the design, management and maintenance of networks in
corporations and public networks, or service provision to public and private
networks.
The convergence of computing and telecommunications is creating a new kind of
networking technology based on IP networks and multimedia applications.
Networks today are expected to offer multimedia services anywhere and any time.
Within corporations, intranets support the interaction of people and the linking of
people to information systems. There is an increasing demand for mobility. People
increasingly expect seamless access to global networks. IP networking is expected
to be everywhere and to offer multimedia services of all types.

Aims & Objectives
The aim of this course is to provide excellent career opportunities by offering a
high level coverage of networking principles and an appreciation of the emerging
issues and technologies in networks, together with specific competencies (industry
certification material such as Cisco CCNA and CCNP and Microsoft MCSE).
Certification examinations are not part of this course. In some cases the course
covers only part of the requirements. For further information see:
bsee/ TandIT/ MCSE.html.

Campus
Hawthorn

Career opportunities
Industry certified skills are highly valued, and there is a need for professionals
with a solid understanding of the design, management and maintenance of modern
networks.

Professional recognition
The CCNA, CCNP and MCSE certifications are widely recognised and valued in
industry. This course fully prepares students for the CCNA certification exam and
partly for MCSE and CCNP.

Course duration
Graduate Certificate: one semester full-time or equivalent part-time.
Graduate Diploma: two semesters full-time of equivalent part-time.
Masters: three semesters full-time or equivalent part-time.

Aims & Objectives
The aim of this course is to provide excellent career opportunities by offering a
high level coverage of networking principles and an appreciation of the emerging
issues and technologies in networks, together with specific competencies (industry
certification material such as Cisco CCNA and CCNP and Microsoft MCSE).
Certification examinations are not part of this course. In some cases the course
covers only part of the requirements. For further information see:
bsee/ TandIT/ MCSE.html.

Professional recognition
The CCNA, CCNP and MCSE certifications are widely recognised and valued in
industry. This course fully prepares students for the CCNA certification exam and
partly for MCSE and CCNP.

Course duration
Graduate Certificate: one semester full-time or equivalent part-time.
Graduate Diploma: two semesters full-time of equivalent part-time.
Masters: three semesters full-time or equivalent part-time.

Structure
The Graduate Certificate requires the completion of four subjects for a total of 50
credit points. After successful completion of the Graduate Certificate, students may
exit at this point with a Graduate Certificate in Network Systems or progress to the
Graduate Diploma and Master levels.
The Graduate Diploma requires the completion of eight subjects for a total of 100
credit points. On successful completion of the Graduate Diploma, students may exit
with the Graduate Diploma of Science in Network Systems or transfer to the
Master program.
The Masters program requires the completion of twelve subjects for a total of 150
credit points. Up to 50 credit points can be replaced with Research Project/Minor
Thesis (subject to approval on a case-by-case basis).
Each subject has a value of 12.5 credit points. Scheduled contact is equivalent to 4
hours x 12 weeks for a 12.5 credit point subject. Full-time or part-time study, with
most subjects available in the evening, conducted at the Hawthorn campus.

Swinburne University of Technology | Postgraduate Course Handbook 2004
Single subject enrolment is also available, subject to availability of places. Industry based project work facilitates completion while working.

**Course subjects**

Each subject has a value of 12.5 credit points unless otherwise indicated.

- **HET706** Networks and Routing*
- **HET708** Internetworking Technologies*
- **HET710** Network Administration#
- **HET712** Enterprise Networking#
- **HET713** Internetwork Routing$
- **HET753** Remote Access Networks$
- **HET714** Internetwork Switching
- **HET715** Network Computing
- **HET716** Networked Applications
- **HET717** Simulation of Networks
- **HET718** Mobile and Personal Networking
- **HET729** Design and Management of Networks
- **HET720** Real Time Operating Systems
- **HET736** Broadband Multimedia Networks

Development and research projects are available for approved students as follows:

- **HET724** Research Paper (12.5 credit points)
- **HET725** Research Report (25 credit points)
- **HET721** Minor Thesis (50 credit points)

* Partly prepares students for CCNA (Cisco Certified Network Associate) qualification.

# Partly prepares students for MCSE (Microsoft Certified Systems Engineering) qualification. Covers 4 core units of MCSE.

$ Partly prepares students for CCNP (Cisco Certified Network Professional) qualification. Each subject covers one quarter of CCNP.

**Common programs of study**

**Part-time Graduate Certificate**

- **HET706** Networks and Routing*
- **HET708** Internetworking Technologies*
- **HET710** Network Administration#
- **HET712** Enterprise Networking#

**Full-time Master of Science**

- **HET706** Networks and Routing*
- **HET708** Internetworking Technologies*
- **HET710** Network Administration#
- **HET712** Enterprise Networking#
- **HET713** Internetwork Routing$
- **HET715** Network Computing
- **HET716** Networked Applications
- **HET717** Simulation of Networks
- **HET718** Mobile and Personal Networking
- **HET720** Real Time Operating Systems
- **HET729** Design and Management of Networks
- **HET736** Broadband Multimedia Networks

**Entry requirements**

A degree or equivalent in engineering, science, information technology, or in business or commerce with an emphasis on information technology. Applicants without a relevant qualification but with substantial relevant experience, may gain entry into the Graduate Certificate level.

**Application procedure**

Direct application to the School of Biophysical Sciences and Electrical Engineering. Application forms are available at: www.swinburne.edu.au/hed/postgrad/

International students should contact the International Student Unit on +61 3 9214 8647 or visit the website at: www.swinburne.edu.au/isu/welcome.html

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**HIGHER DEGREES**

**BSE01 Master of Applied Science (Multi-Disciplinary)**

Research for the Master of Applied Science (Multi-Disciplinary) is concentrated in the School of Biophysical Sciences and Electrical Engineering.

**Campus**

Hawthorn

**Course duration**

Two years full-time or equivalent part-time.

**Structure**

Masters students generally undertake their formal and supervised research training over a period of two years full-time or four years part-time. Research can be undertaken at Swinburne, or an approved external organisation. A major thesis is the sole form of assessment for this award.

**Entry requirements**

A degree with honours, or other qualifications deemed equivalent.

**Application procedure**

Direct application to the School of Biophysical Sciences and Electrical Engineering. Application forms are available at: www.swinburne.edu.au/hed/postgrad/

International students should contact the International Student Unit on +61 3 9214 8647 or visit the website at: www.swinburne.edu.au/isu/welcome.html

**Y097 Master of Engineering (Electrical Engineering) by Research**

Research in this course is concentrated in two Centres:

- **Centre for Intelligent Systems**
  - Concentrates on developing and applying artificial networks, expert systems, fuzzy logic and genetic algorithms.
- **Swinburne Laboratory for Telecommunications Research**
  - Provides a focus for research into the rapidly evolving digital transmission technologies, including optic fibre-based and radio-based mobile, multimedia and multimedia service networks.

**Campus**

Hawthorn

**Course duration**

Generally over a period of two years full-time or four years part-time.

**Structure**

Research can be undertaken at Swinburne, or an approved external organisation. A major thesis is the sole form of assessment for this award.

**Entry requirements**

Applicants holding a bachelor degree with honours, or other qualifications deemed equivalent, are eligible for admission.

**Application procedure**

Direct application to the School of Biophysical Sciences and Electrical Engineering. Application forms are available at: www.swinburne.edu.au/hed/postgrad/

International students should contact the International Student Unit on +61 3 9214 8647 or visit the website at: www.swinburne.edu.au/isu/welcome.html

**BSE11 Doctor of Philosophy (Biomedical Instrumentation)**

Research for the Doctor of Philosophy (Biomedical Instrumentation) is concentrated in the Centre for Biomedical Instrumentation, which provides a focus for research and consulting activities related to instrumentation for medical and physiological use.
Y007 Doctor of Philosophy (Electrical Engineering)

Graduates who hold a Bachelor degree and who have shown a high standard of academic achievement in that course may be admitted to candidature for the degree of Doctor of Philosophy. The higher degree programs currently available require the presentation of a major thesis based on original research, investigation or development work, carried out either within Swinburne or externally, providing that adequate facilities and supervision can be arranged. External work can be carried out in the approved industrial, governmental, educational or research organisation.

The Statute for the degree of Doctor of Philosophy sets out the regulations governing this qualification. See website: www.swinburne.edu.au/sgrs/regs/phdpolicy.htm

Aims & Objectives
The PhD degree provides training and education with the objective of producing graduates with the capacity to conduct research independently at a high level of originality and quality. The student ought to be capable by the end of his/her candidature of conceiving, designing and carrying to completion a research program without supervision. The PhD candidate should uncover new knowledge either by the discovery of new facts, the formulation of theories or the innovative re-interpretation of known data and established ideas.

Campus
Hawthorn

Course duration
The expected normal duration of candidature is 3.5 years full-time or 6 years part-time.

Structure
Candidates normally undertake the research at Swinburne for the appropriate duration and, especially part-time candidates and those based in industry, must be able to demonstrate to the satisfaction of the Committee that they are able to meet with their supervisors in person to discuss progress at least once every calendar month or have made satisfactory arrangements for discussion to occur by other means e.g. via email.

All candidates are expected to demonstrate satisfactory progress on an annual basis. To be assessed for a Doctor of Philosophy, candidates must present a major thesis based on original research, investigation or development work carried out under Swinburne staff supervision either at Swinburne or externally.

Entry requirements
Applicants should have a bachelor’s degree with honours (first or second class), or the equivalent in a discipline appropriate to the proposed area of study. The level of academic achievement in prior studies should be of a very high standard. Other relevant activities, including work experience, may be taken into account in assessing applications.
School of Business

The School of Business at Swinburne offers Bachelor of Business programs with specialisations in Accounting, Marketing and Human Resource Management. Within these courses vigorous major sequences in Finance, International Business, Management, Information Systems, Manufacturing Management and foreign business-oriented languages such as Japanese and Italian are also available. The School offers two unique double degrees in Business and Arts, as well as specialist postgraduate courses in Accounting and Finance, Marketing and Human Resource Management.

Graduates of the School of Business are rated as highly employable and known for 'hitching the ground running'. All our business education is professionally relevant with an entrepreneurial 'flavour'. This means that our graduates leave with both the skills and attributes which make it equally possible for them to consider initiating a venture of their own in the future, or to become an employee in an established firm. The teaching and research staff of the School have a strong practitioner base in business and many continue to undertake consultancy in industry. The School is actively linked internationally and experienced in delivery of offshore programs and projects. It currently provides a highly successful Master of International Accounting course in Vietnam.

Further information
Contact the School of Business on +61 3 9214 5046
Fax: +61 3 9819 2177
Email: busheh@swin.edu.au
Website: www.swinburne.edu.au/business/

ACCOUNTING

A197 Master of Accounting
A187 Graduate Diploma of Accounting
A177 Graduate Certificate of Accounting

This program offers participants the opportunity to specialise in accounting for professional recognition. Accounting is the language of business, and skills are relevant to many areas of professional interest: marketing, economic forecasting, finance, engineering and many others. A knowledge of accounting and finance can help individuals and business organisations understand how to use money (resources) to the best advantage. Gaining and maintaining wealth are important elements in a market economy.

The Master of Accounting forms the final stage in a three-stage nested suite of programs incorporating the Graduate Certificate of Accounting and the Graduate Diploma of Accounting.

The Graduate Certificate of Accounting is designed for students who wish to obtain a sound introduction to concepts and procedures in accounting and finance. The course develops the technical, practical, analytical and creative skills necessary to support a successful career in accounting and finance. Successful completion of the course is the first stage in a nested program leading to the Graduate Diploma and Master of Accounting.

The Graduate Diploma builds on the skills and knowledge acquired in the Graduate Certificate. It further develops the analytical and creative skills necessary when dealing with accounting and finance issues within planning and decisionmaking. Completion with a credit average provides entry into the final qualification, the Master of Accounting.

The Masters level builds on the skills and knowledge acquired in the Graduate Certificate and Graduate Diploma. On completion, graduates will be eligible for membership of CPA Australia.

Aims & Objectives
At the completion of the course, graduates can expect to:

- Have developed the analytical and creative skills necessary when dealing with accounting and finance issues within planning and decision making.
- Be equipped with suitable skills to continue with further postgraduate study in accounting.

Career opportunities
This course provides an avenue for graduates to achieve professional recognition with CPA Australia and will help fill the shortage of professionally recognised accountants. As many candidates may already be established in a business career, the key vocational outcomes will arise from better current job performance together with new opportunities opening in the accounting and finance areas.

Professional recognition
On completion of the Master degree, graduates will become provisional members of CPA Australia and be eligible for admission into the CPA program.

Graduates who hold an accounting qualification from a recognised overseas university or equivalent, upon successful completion of the Graduate Diploma of Accounting, are normally eligible for membership of CPA Australia.

Course duration
Graduate Certificate: One semester full-time or one year part-time
Graduate Diploma: One year full-time or two years part-time
Masters: One and a half years full-time or three years part-time.

Note: Students who have not completed an undergraduate degree will be required to complete 16 subjects over two years full-time or four years part-time study.

Structure
Students normally enrol for four subjects per semester for full-time study or two subjects per semester for part-time study and will undertake the equivalent of three hours per subject per week.

Full-time students have classes on weekdays for twelve weeks each semester. Classes for part-time students will normally be held between 8.00am and 1.00pm on Saturdays and will be taught in block mode (one subject will be taught for a period of seven weeks, concluding with the examination, followed by the second subject).

Stage 1 (Graduate Certificate)
HBC454 Accounting Principles
HBC455 Accounting Information Systems
HBC457 Business Modelling and Analysis
HBL458 Australian Contract Law

Stage 2 (Graduate Diploma)
HBC529 Corporate Financial Management
HBC531 Financial Reporting
HBC532 Managerial Accounting
HBL528 Australian Company Law

For progression from second year to third year, students will normally be expected to have achieved a credit average or better.

Stage 3 (Master)
HBC614 Company Auditing
HBC615 Financial Accounting Theory
HBC616 Income Tax Law
HBE613 Economics

Students without an undergraduate degree will also need to complete the following subjects:
HBC617 Financial Risk Management, or approved elective
HBC618 Personal Investment, or approved elective
HBC622 Research Methodology and Report, or two approved electives

Entry requirements
Applicants should normally hold an undergraduate degree in any discipline other than accounting from a recognised university or equivalent institution. Places will also be available to applicants without tertiary qualifications but who have five years approved work experience. A special entry provision is available for graduates who hold an overseas qualification in accounting, and are seeking provisional membership of the CPA Australia.

International applicants will be required to have an IELTS score of 6.5 or higher with no bands less than 6.0.
undertake two subjects per semester. Full-time students take four subjects per semester. Part-time students normally aim for a credit average or better across both Stages 1 and 2 of the program.

Structure

Masters: One and a half years full-time or three years part-time.

Graduate Certificate: One semester full-time or one year part-time.

This program has been accredited by the Australian Human Resources Institute.

Career opportunities

This course provides an avenue for graduates to gain theoretical and practical skills in human resource management and business practices. As many course participants may already be established in a business career, the key vocational outcomes will arise from better job performance and new opportunities opening up for graduates.

Aims & Objectives

At the completion of the course, graduates can expect to have developed advanced skills and knowledge in analysis, strategy, entrepreneurial thinking, and organisational behaviour.

A196 Master of Business (Human Resource Management)

A181 Graduate Diploma of Business (Human Resource Management)

5801BA Graduate Certificate in Human Resource Management

This program seeks to provide the ongoing development of HR practitioners in the areas of organisation behaviour, business strategy and entrepreneurial thinking. Given the current context in which business enterprises operate, all need strategically astute, outcome focused, innovative and entrepreneurial HR practitioners who can demonstrate business acumen.

The Masters of Business (Human Resource Management) forms the final stage in a three-stage nested suite of programs incorporating the Graduate Certificate of Business (Human Resource Management) and Graduate Diploma of Business (Human Resource Management).

The Graduate Certificate is designed to provide entry level HRM studies for HR practitioners who have not undertaken any formal study, and managers with an appropriate level of business experience with a view to assisting them to develop their careers in business. It will provide course participants with knowledge competencies and skills in fundamental HRM functions and activities.

The Graduate Diploma builds on the knowledge and skills gained in the Graduate Certificate and develops high level HR managerial skills. It focuses on the role of HR as part of business strategy.

The Master of Business (Human Resource Management) provides an unique opportunity for students to gain further current, specialised HRM and business knowledge.

Entry requirements

A degree or diploma from a recognised tertiary institution and at least three years relevant work experience. Applicants who do not hold an appropriate qualification but who have considerable relevant experience (at least five years) and an appropriate level of responsibility in industry will be considered.

International applicants will be required to have an IELTS score of 6.5 or higher with no bands less than 6.0.

A196 Master of Business (Human Resource Management)

A181 Graduate Diploma of Business (Human Resource Management)

5801BA Graduate Certificate in Human Resource Management

Application procedure

Application forms are available from the School of Business or can be downloaded from our website at: www.swinburne.edu.au/hed/postgrad/

postgrad_application.pdf

International students should contact the International Student Unit on +61 3 9214 8847 or visit the website at: www.swinburne.edu.au/isu/welcome.html

MARKETING

A195 Master of Business (Marketing)

A186 Graduate Diploma of Business (Marketing)

A171 Graduate Certificate of Business (Marketing)

This program offers participants the opportunity to gain specialist knowledge in marketing. Marketing has become one of the most significant and powerful tools in the world of business and its study is relevant to all areas of business life. A knowledge of marketing can help individuals and business organisations understand how to use their resources to the best advantage in a changing environment.

The Master of Business (Marketing) forms the final stage in a three-stage nested suite of programs incorporating the Graduate Certificate of Business (Marketing) and the Graduate Diploma of Business (Marketing).

The Graduate Certificate develops the technical, practical, analytical and creative skills necessary to support a successful career in marketing. It provides an entry level into tertiary study and the ability to obtain a tertiary qualification for appropriately qualified candidates.

The Graduate Diploma builds on the skills and knowledge acquired in the Graduate Certificate. It further develops the analytical and creative skills necessary to deal with marketing issues in planning and decision making.

The Masters provides an unique opportunity for students to gain specialised marketing knowledge through coursework and then apply and extend that knowledge by reseaching and preparing a dissertation. In preparing their
dissertation, students gain practical experience in research which is one of the most vital aspects of good marketing practice.

**Aims & Objectives**
At the completion of the course, graduates can expect to have developed advanced analytical and creative skills which are necessary when dealing with marketing issues in planning and decision making.

**Campus**
Hawthorn

**Career opportunities**
This course provides an avenue for graduates to gain theoretical and practical knowledge of marketing which can be applied in business. As many participants may already be established in a business career, the key vocational outcomes will arise from better current job performance together with new opportunities in the marketing area.

**Course duration**
Graduate Certificate: One semester full-time or one year part-time.
Graduate Diploma: One year full-time or two years part-time.
Masters: One and a half years full-time or three years part-time.

**Structure**
Applicants with a degree in marketing, who are exempt from completing the Graduate Certificate subjects and enrol directly into the Graduate Diploma, will need to complete an introductory subject HBM520 Trends in Marketing, which will be conducted as a series of seminars. Classes will generally be held outside working hours.

In the Masters component of the program students may complete a research methodology seminar and a dissertation of 25,000 - 30,000 words. The dissertation will be taken over two semesters. Alternatively, students can take three subjects and prepare an Integrative Project in Marketing. This will be taken over one semester and consist of 15–20,000 words.

Full-time students enrol in four subjects per semester. Part-time students would normally enrol for two subjects per semester. Each semester is of 12 weeks duration.

**Stage 1 (Graduate Certificate)**
- HBM420 Marketing Fundamentals and Practices
- HBM421 Market Behaviour
- HBM422 Marketing Information for Decision Making
- HBM423 Marketing Planning

**Stage 2 (Graduate Diploma)**
Students who enrol directly into the Graduate Diploma, without completing the Graduate Certificate, must complete the following introductory subject:
- HBM520 Trends in Marketing

All students must complete:
- HBM521 Project Management
And three subject from the following list:
- HAL401 Cultural Convergence
- HAM411 Globalisation: Media and Telecommunications
- HBM522 Customer Relationship Management
- HBM523 eMarketing
- HBM524 Marketing Strategy
- HBM525 Marketing Decision Tools
- HBM526 Information Analysis
- HBM527 Marketing Process Engineering
- HBM528 Entrepreneurship & Innovation in Marketing

Students may opt to follow one of the following themes in their choice of subjects in the Graduate Diploma:

**Strategy**
- HBM522 Customer Relationship Management
- HBM523 eMarketing
- HBM524 Marketing Strategy

**Option 1**
- One of:
  - HBM620 Research Methodology
  - HBM525 Marketing Decision Tools
  - HBM526 Information Analysis

And one elective chosen from other subjects in the program, plus:
- HBM622 Action Research Project

**Option 2**
- One of:
  - HBM620 Research Methodology
  - HBM525 Marketing Decision Tools
  - HBM526 Information Analysis

And two electives chosen from other subjects in the program, plus:
- HBM623 Integrative Project in Marketing

**Entry requirements**
A degree from a recognised tertiary institution (or approved equivalent) followed by at least two years relevant business experience. Applicants who do not hold an appropriate qualification but who have considerable relevant business experience may initially be admitted to the Graduate Certificate level.

Applicants with a degree in marketing and a minimum of two years, post degree, relevant business experience may be admitted to the Graduate Diploma level.

International applicants will be required to have an IELTS score of 6.5 or higher with no bands less than 6.0.

**Application procedure**
Application forms are available from the School of Business or can be downloaded from our website at www.swinburne.edu.au/hed/postgrad/postgrad_application.pdf

International students should contact the International Student Unit on +61 3 9214 8647 or visit the website at: www.swinburne.edu.au/isu/welcome.html

**RESEARCH METHODOLOGY**

**A188 Graduate Diploma of Business (Research Methodology)**
The Graduate Diploma of Business in Research Methodology is designed as a bridging course for students with an undergraduate qualification, but without substantial research experience, who wish to enter either a Masters by Research or Doctoral program. Participants will be exposed to academic research and presentation techniques which will assist them in gaining entry into a Masters by Research or Doctoral program.

**Campus**
Hawthorn

**Course duration**
One year full-time or two years part-time
A003  Doctor of Philosophy (Business)

Graduates who hold a Bachelor degree and who have shown a high standard of academic achievement in that course may be admitted to candidature for the degree of Doctor of Philosophy. The higher degree programs currently available require the presentation of a major thesis based on original research, investigation or development work, carried out either within Swinburne or externally, providing that adequate facilities and supervision can be arranged. External work can be carried out in an approved industrial, governmental, educational or research organisation.

The Statute for the degree of Doctor of Philosophy sets out the regulations governing this qualification. See website: www.swinburne.edu.au/sgrs/regs/phdpolicy.htm

Aims & Objectives

The PhD degree provides training and education with the objective of producing graduates with the capacity to conduct research independently at a high level of originality and quality. The student ought to be capable, by the end of his/her candidature, of conceiving, designing and carrying to completion a research program without supervision. The PhD candidate should uncover new knowledge either by the discovery of facts, the formulation of theories or the innovative re-interpretation of known data and established ideas.

Campus

Hawthorn

Course duration

The expected normal duration of candidature is three and a half years full-time or six years part-time.

Structure

Candidates normally undertake research at Swinburne for the appropriate duration and, especially part-time candidates and those based in industry, must be able to demonstrate to the satisfaction of the Committee that they are able to meet with their supervisors in person to discuss progress at least once every calendar month or have made satisfactory arrangements for discussion to occur by other means (e.g. email).

All candidates are expected to demonstrate satisfactory progress on an annual basis. To be assessed for a Doctor of Philosophy, candidates must present a major thesis based on original research, investigation or development work carried out under Swinburne staff supervision either at Swinburne or externally.

Entry requirements

Applicants should have a Bachelor's degree with honours (1st or 2nd class) or the equivalent in a discipline appropriate to the proposed area of study. The level of academic achievement in prior studies should be of a very high standard. Other relevant activities, including work experience, will be taken into account in assessing applications.

Application procedure

Applicants should initially consult with Professor Miles G Nicholls, Director of Research, School of Business, telephone +613 9214 8605 to discuss their proposed research direction and to determine that appropriate resources and facilities are available for the supervision of the proposed research.

Application forms can then be obtained by contacting the Swinburne Graduate Research School (SGRS) or downloaded from the SGRS website at: www.swinburne.edu.au/research/t-pgrad.htm and can be submitted at any time of the year.
School of Engineering and Science

The major research focuses of the School of Engineering and Science include Biotechnology, Protein Chemistry, Colloid Science, Surface and Micro Engineering, Materials Science, Modeling Land Simulation, and Infrastructure Service Management.

The School provides a friendly learning environment in which postgraduate students mix with undergraduate students, and in which extensive use is made of multimedia teaching resources. The emphasis is on student-centred learning in which students take control and responsibility for their own progress.

Further information
Contact the School of Engineering & Science on +61 3 9214 8372
Fax: +61 3 9214 8264
Email: engsci@swin.edu.au
Website: www.hed.swin.edu.au/ses/

AIR TRANSPORTATION MANAGEMENT

MF96 Master of Technology Management
(MAir Transportation Management)

MF95 Graduate Diploma in Air Transportation Management

MF94 Graduate Certificate in Air Transportation Management

This program is designed primarily to meet the needs of personnel currently involved in the aviation industry who wish to upgrade their skills at tertiary level in the field of management in Air Transportation. In addition, the program is designed to have considerable application for personnel in related technologically based service and business industries.

The program will provide students with the necessary skills in the field of air transportation management within the aviation industry. It will provide insight into the multiple facets of management and its application in air transportation. The program has been developed in partnership with the aviation industry. One of the unique aspects is that authors and lecturers from a number of fields contribute to this teaching. This provides a range of diverse views, ideas and practical examples and broadens the students' understanding of air transportation management.

Aims & Objectives

The aim of the program is to develop within an operational environment:

- An advanced understanding of the principles and complexities of the air transportation industry.
- The skills necessary to implement Air Transportation Management within a company environment.
- Proactive skills to achieve and sustain competitive advantage in a rapidly changing global industry.

Campus

Hawthorn/Distance Education

Course duration

Graduate Certificate: one year part-time.
Graduate Diploma: two years part-time.
Masters: three years part-time.

Structure

The Master of Management Technology (Air Transportation Management) comprises twelve subjects normally taken over three years of part-time study. Although the program is designed to be completed at the normal rate of two subjects per semester, it is possible to vary this to suit student's individual needs. The course is available by distance education only.

The pathway for entrants with marginal qualifications and/or experience could be satisfactory completion of the four subjects of the Graduate Certificate of Technology.

The minimum course requirements for each level are as follows:

Graduate Certificate: One core subject (HES6611 – Introduction to Air Transportation) plus three subjects from the Air Transportation Management stream (total four subjects).
Graduate Diploma: One core subject (HES6611) plus a minimum of four subjects from the Air Transportation Management stream and a maximum of three approved elective subjects (total eight subjects).
Master of Technology Management: One core subject (HES6611) plus a minimum of seven subjects from the Air Transportation Management stream and a maximum of four approved elective subjects (total twelve subjects). Alternatively the pathway from Graduate Diploma to a Master of Technology Management degree can be through completion of the subject HES7605-Research Design and Methodology plus HES7608-Advanced Research Project.

Seminar/Workshop: There is a requirement for attendance at a mandatory one-day seminar/workshop for each subject. For those undertaking the standard program, these will be combined each year in a four-day seminar. The seminars/workshops will be presented at the Hawthorn campus of Swinburne University of Technology following the end of Semester 2. Students enrolled in the international program are not required to attend the seminars but are required to complete a special assignment.

Graduate Certificate

HES6611 Introduction to Air Transportation
Plus three of the Air Transportation Management subjects listed below.

Graduate Diploma

HES6611 Introduction to Air Transportation
Plus four of the Air Transportation Management subjects listed below.
Plus three approved electives.

Masters

HES6611 Introduction to Air Transportation
Plus seven of the Air Transportation Management subjects listed below.
Plus four approved electives (if by Coursework), or alternatively (if by Research):

HES7605 Research Design and Methodology
HES7608 Advanced Research Project

Air Transportation Management subjects

HES6612 Airport Management and Planning
HES6613 Airline Operations Management
HES6615 Aircraft Selection, Acquisition and Contracts
HES6616 Stress and Fatigue Management in Aviation
HES6617 Emergency Planning and Management Part 1
HES6618 Emergency Planning and Management Part 2
HES6619 Aviation Risk Management and Insurance
HES6620 Air Transport Financial Management
HES6621 Airline Alliances and Contemporary Issues
HES6622 Aviation Law and Air Transport Issues
HES6623 Regulatory Environment and Business Practice in Air Transport

Entry requirements

Applicants should fit one or more of the following categories:

- University graduates in any of the following: Aviation, Business, Economics, Engineering, Law, Management, Marketing, Psychology, Science or Social Science.
- People working in the aviation industry in the following roles with at least two years operational experience: Air Traffic Controllers, Licensed Aircraft Maintenance Engineers (LAMEs), Company managers and supervisors, Military personnel and Pilots, Pilots holding a full ATPL licence.
- People who do not fit the above categories but who meet all of the following criteria, may be eligible: currently working in the aviation industry, demonstrable academic capacity to deal with the study required, would benefit from participation in the program.

People in the last category will be enrolled in the Graduate Certificate (only) in the first instance, but may continue into the Graduate Diploma if their progress is satisfactory. This category also allows those with overseas qualifications with no exact Australian equivalents, to be admitted to the program.
Application forms are available from the Distance Education Office (Aviation Programs) by telephoning +613 9214 5066 or on our website at: www.swinburne.edu.au/hed/postgrad/postgrad_application.pdf

AIRPORT PLANNING, OPERATION AND MANAGEMENT

MF99 Master of Technology Management (Airport Planning, Operation and Management)

MF98 Graduate Diploma in Airport Planning, Operation and Management

MF97 Graduate Certificate in Airport Planning, Operation and Management

This program is designed primarily to meet the needs of personnel currently involved in the aviation industry who wish to upgrade their skills at tertiary level in the areas of airport planning and design, airport operational management and airport commercial management. In addition, the program is designed to have considerable application for personnel in related technologically based industries including civil and mechanical engineering, airlines and air traffic control as well as service industries and regulatory authorities.

The program has been developed in partnership with the aviation industry and has drawn upon authors with current expertise in airport planning, design and management. This ensures a wide range of diverse views and practical examples, the object of which is to broaden the student’s understanding of the factors involved in the establishment and successful operation of a major or minor airport.

Aims & Objectives

The aim of the program is to develop:

- An advanced understanding of the principles and complexities of the air transportation industry in general and airport planning and operation in particular.
- The skills necessary to implement management principles within the airport environment.
- The skills necessary to conceptualise and undertake applied research in airport planning and operation.
- An understanding of the balance of technical, operational and commercial factors in the management of a complex organisation.

Campus

Hawthorn/Distance Education

Career opportunities

The program will provide students with the necessary background and skills to undertake and progress a range of careers in airport management.

Course duration

Graduate Certificate: one year part-time.
Graduate Diploma: two years part-time.
Masters: three years part-time.

Structure

To qualify for the Graduate Certificate, students must complete: One core subject (HES6611) plus three subjects from the Airport Planning, Operation and Management stream (total four subjects).

To qualify for the Graduate Diploma, students must complete one core subject (HES6611) plus a minimum of four subjects from the Airport Planning, Operation and Management stream and a maximum of three approved elective subjects (total eight subjects).

To qualify for the Graduate Diploma, students must complete one core subject (HES6611) plus a minimum of four subjects from the Airport Planning, Operation and Management stream and a maximum of seven approved elective subjects (total twelve subjects).

To qualify for the Master of Technology Management, students must complete:

- One core subject (HES6611) plus a minimum of four subjects from the Airport Planning, Operation and Management stream and a maximum of seven approved elective subjects, of which a minimum of three subjects must be drawn from the Air Transportation Management stream (total twelve subjects).

- Although the program is designed to be completed at the normal rate of two subjects per semester, it is possible to vary this to suit student’s individual needs. The course is available by distance education only.

- Seminar/Workshop: There is a requirement for attendance at a mandatory one-day seminar/workshop for each subject. For those undertaking the standard program, these will be combined each year in a four-day seminar. The seminars/workshops will be presented at the Hawthorn campus of Swinburne University of Technology following the end of Semester 2. Students enrolled in the International program are not required to attend the seminars but are required to complete a special assignment.

Graduate Certificate

HES6611 Introduction to Air Transportation

Graduate Diploma

HES6611 Introduction to Air Transportation

Plus four of the Airport Planning, Operation and Management subjects listed below.

Plus three approved elective subjects.

Masters

HES6611 Introduction to Air Transportation

Plus four of the Airport Planning, Operation and Management subjects listed below.

Plus three of the Air Transportation Management subjects listed below.

Plus (if completing by Coursework) four approved electives, or alternatively (if completing by Research)

HES7605 Research Design and Methodology

HES7608 Advanced Research Project

Airport Planning, Operation and Management subjects

HES6630 Airport Planning and Design-Part 1
HES6631 Airport Planning and Design-Part 2
HES6632 Airport Operational Management
HES6633 Airport Commercial Management
HES6617 Emergency Planning and Management Part 1
HES6618 Emergency Planning and Management Part 2

Air Transportation Management subjects

HES6612 Airport Management and Planning
HES6613 Airline Operations Management
HES6615 Aircraft Selection, Acquisition and Contracts
HES6616 Stress and Fatigue Management in Aviation
HES6617 Emergency Planning and Management Part 1
HES6618 Emergency Planning and Management Part 2
HES6619 Aviation Risk Management and Insurance
HES6620 Air Transport Financial Management
HES6621 Airline Alliances and Contemporary Issues
HES6622 Aviation Law and Air Transport Issues
HES6623 Regulatory Environment and Business Practice in Air Transport

Application procedure

Application forms are available from the Distance Education Office (Aviation Programs) by telephoning +613 9214 5066 or on our website at: www.swinburne.edu.au/hed/postgrad/postgrad_application.pdf

Swinburne University of Technology | Postgraduate Course Handbook 2004
• University graduates in any of the following: Aviation, Business, Economics, Engineering, Law, Management, Marketing, Psychology, Science or Social Science.

• People working in the aviation industry in the following roles with at least two years operational experience: Air Traffic Controllers, Licensed Aircraft Maintenance Engineers (LAMEs), airport managers and supervisors, Military personnel and Pilots, Pilots holding a full ATPL licence, staff of regulatory bodies.

• People who do not fit the above categories but who meet all of the following criteria, may be eligible: currently working in the aviation industry, demonstrable academic capacity to deal with the study required, would benefit from participation in the program.

People in the last category will be enrolled in the Graduate Certificate (only) in the first instance, but may continue onto the Graduate Diploma if their progress is satisfactory. This category also allows those with overseas qualifications with no exact Australian equivalents, to be admitted to the program.

Application procedure
Application forms are available from the Distance Education Office (Aviation Programs) by telephoning +613 9214 5066 or on our website at: www.swinburne.edu.au/hed/postgrad/postgrad_application.pdf

AVIATION HUMAN FACTORS

M096 Master of Technology Management (Aviation Human Factors)

M095 Graduate Diploma in Aviation Human Factors

M094 Graduate Certificate in Aviation Human Factors

This course is designed primarily to meet the needs of personnel currently involved in the aviation industry who wish to upgrade their skills at tertiary level in the specialist area of human factors. In addition, the course is designed to have considerable application for personnel in other technologically based industries including rail, shipping, heavy industry, the chemical industry and energy production.

The program provides students with the skills necessary to design and implement human factors programs within the aviation industry. It also provides insight into management of the air transportation industry and a deep understanding of the multiple facets of human factors training and its application to the aviation industry.

One of the unique aspects of the course is that lecturers from a number of universities contribute to this teaching. This provides a range of diverse views and ideas and broadens the students’ understanding of the human factors domain.

Aims & Objectives
The aims of the program are to develop within an operational environment:

• An advanced understanding of the principles of human factors.

• The skills necessary to implement human factors training programs.

• The skills necessary to conceptualise and undertake applied human factors research.

Campus
Hawthorn/Distance Education

Course duration
Graduate Certificate: one year part-time.
Graduate Diploma: two years part-time.
Masters: three years part-time.

Structure
The Graduate Certificate in Aviation Human Factors comprises four subjects normally taken over one year of part-time study. Although the program is designed to be completed at the normal rate of two subjects per semester it is possible to vary this to suit the needs of individual student. This program is available by Distance Education only.

The pathway to the Graduate Diploma, for entrants with marginal qualifications and/or experience, could be through satisfactory completion of the four subjects of the Graduate Certificate. It may be possible to continue into the Master of Technology Management degree. Entry into the Masters degree will be restricted to students who achieve a Credit average or better in the Graduate Diploma. The minimum course requirements for each level are as follows:

Graduate Certificate: One core subject (HE6611 – Introduction to Air Transportation) plus three subjects from the Aviation Human Factors stream (total four subjects).

Graduate Diploma: One core subject (HE6611) plus a minimum of four subjects from the Aviation Human Factors stream and a maximum of three approved elective subjects (total eight subjects).

Master of Technology Management: One core subject (HE6611) plus a minimum of six subjects from the Aviation Human Factors stream plus one subject from the Air Transportation Management stream and a maximum of four approved elective subjects.

Seminar/Workshop: There is a requirement for attendance at a mandatory one-day seminar/workshop for each subject. For those undertaking the standard program, these will be combined each year in a four-day seminar. The seminars/workshops will be presented at the Hawthorn campus of Swinburne University of Technology following the end of Semester 2. Students enrolled in the international program are not required to attend the seminars but are required to complete a special assignment.

Graduate Certificate
HE6611 Introduction to Air Transportation
Plus three of the Aviation Human Factors subjects listed below.

Graduate Diploma
HE6611 Introduction to Air Transportation
Plus four of the Aviation Human Factors subjects listed below.
And three approved elective subjects.

Masters
HE6611 Introduction to Air Transportation
Plus six of the Aviation Human Factors subjects listed below.
And one of the Air Transportation Management subjects listed below.
Plus (if completing by coursework) four approved electives, or alternatively (if completing by research):

HE67805 Research Design and Methodology
HE67808 Advanced Research Project

Aviation Human Factors subjects
HE66800 Introductory Human Factors
HE66801 Human Factors in Air Traffic Management
HE66802 Crew Resource Management and Leadership
HE66803 Organisational Change in Aviation
HE66804 Advanced Human Factors
HE66806 Human Factors Instruction
HE66816 Stress and Fatigue Management in Aviation

Air Transportation Management subjects
HE66812 Airport Management and Planning
HE66813 Airline Operations Management
HE66815 Aircraft Selection, Acquisition and Contracts
HE66816 Stress and Fatigue Management in Aviation
HE66817 Emergency Planning and Management Part 1
HE66818 Emergency Planning and Management Part 2
HE66819 Aviation Risk Management and Insurance
HE66820 Air Transport Financial Management
HE66821 Airline Alliances and Contemporary Issues
HE66822 Aviation Law and Air Transport Issues
HE66823 Regulatory Environment and Business Practice in Air Transport
Entry requirements

Applicants should fit one or more of the following categories:

- University graduates in any of the following: Aviation, Business, Economics, Engineering, Law, Management, Marketing, Psychology, Science or Social Science
- People working in the aviation industry in the following roles (providing they have at least two years’ operational experience): Air Traffic Controllers, Licensed Aircraft Maintenance Engineers (LAMEs), Company managers and supervisors, Military personnel and Pilots, Pilots holding a full ATPL licence.
- People who do not fit the above categories but who meet all of the following criteria, may be eligible: currently working in the aviation industry, demonstrable academic capacity to deal with the study required, would benefit from participation in the program.

People in the last category will be enrolled in the Graduate Certificate (only) in the first instance, but may continue onto the Graduate Diploma if their progress is satisfactory. This category also allows those with overseas qualifications with no exact Australian equivalents, to be admitted to the program.

Application procedure

Application forms are available from the Distance Education Office (Aviation Programs) by telephoning +613 9214 5066 or on our website at: www.swinburne.edu.au/hed/postgrad/postgrad_application.pdf

CONSTRUCTION MANAGEMENT

C092 Master of Technology Management (Construction Management)
C082 Graduate Diploma in Construction Management
C062 Graduate Certificate in Construction Management

Buildings are designed to meet the requirements of the Building Code of the country in which they are built and to regulations governing the method of design and construction. Regulations ensure that the objectives of sound building design and construction are met using a variety of methods and it is important that students of construction management are educated in the use of performance-based regulations, project control and the assessment of Risk.

The construction industry has always required efficient technical and financial project administrators, and this need is even greater in today’s financial climate. Projects must run efficiently on all fronts, and managers must be able to plan, execute and supervise jobs with professional skill in areas where each new technological advance creates a need for new techniques, methods and equipment.

The main aim of this course is to prepare graduates for future roles in managing people, equipment, materials, technological processes and funds in the construction, building and maintenance of buildings and assets in the civil infrastructure. This aim is facilitated by the study of advanced management and engineering techniques in the fields of construction, building and maintenance.

Aims & Objectives

The course aims to develop the following:

- An ability to communicate effectively within a project setting.
- An understanding of management of property.
- An awareness of cultural impacts on construction sites, particularly on offshore projects.
- An ability to plan construction, building and maintenance operations and to forecast resource needs.
- An appreciation of contractual obligations and risks and legal requirements.
- An understanding of the requirements of Quality Management.
- An understanding of the Construction and Building Industry.
- An awareness of environmental impacts of construction projects.
- An understanding of management of property.

Campus

Hawthorn/Distance Education

Career opportunities

The course assists the professional in moving from the area of technical practice to the technical management stream.

Professional recognition

Associate membership of the Australian Institute of Building.

Course duration

Graduate Certificate: one year part-time or one semester full-time.
Graduate Diploma: two years part-time or one year full-time.
Masters: three years part-time or one and a half years full-time.

On-shore international students must study full-time on-campus at Hawthorn.

Structure

This program is provided in a distance education format or, for full-time on-shore International students, studies will be conducted on campus. Normally, two subjects need to be studied each semester. Each subject involves completing assignments/ examinations during the semester. Students may commence their studies in either the first or second semester of any year. Admission dates for individual programs are normally in February or July.

The Graduate Certificate comprises four subjects each of 12.5 credit points. The Graduate Diploma comprises eight subjects each of 12.5 credit points. The Master of Technology Management (Construction Management) comprises nine subjects each of 12.5 credit points, plus an advanced research project dissertation of 37.5 credit points, normally taken over three years of part-time study. Although the program is designed to be completed at the normal rate of two subjects per semester it is possible to vary this to suit the needs of individual students.

Stage 1 (Graduate Certificate)

HES6783 Construction Law
HES6690 Civil Engineering Project Control
HES6723 Financial Risk Management
XXXX Elective

Stage 2 (Graduate Diploma)

HES6175 Project Costing
HES6691 Communications
HBSG200 New Venture Development & Management
XXXX Elective

Stage 3 (Masters by Coursework)

HES7605 Research Design & Methodology
XXXX Elective
XXXX Elective
XXXX Elective

Stage 3 (Masters by Research)

HES7605 Research Design & Methodology
HES7608 Advanced Research Project

Electives to be chosen from:

HES6792 Health & Safety in Construction
HES6191 Infrastructure Life Cycles
HES6790 Financial Project Control
HES6795 Construction Management Project

Other subjects to be advised

Entry requirements

Applicants should have:

- completed an engineering degree or equivalent qualification; or
- successfully completed a four year degree in building or architecture; or

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- a diploma in a related field as a minimum qualification; or
- qualifications and experience which, in the opinion of the Selection officer, are of a satisfactory standard and are a suitable preparation for study in the Master's program, and preferably have appropriate experience or a Honours or a postgraduate qualification.

**Application procedure**

Application forms are available from the School of Engineering & Science or on our website at www.swinburne.edu.au/hed/postgrad/application.htm

**LOGISTICS**

**C086** Master of Technology Management (Logistics)

**C076** Graduate Diploma in Logistics

**C066** Graduate Certificate in Logistics

The suite of postgraduate programs in Logistics is designed to develop expertise in the technical and managerial aspects of the Logistics industry and to allow students to keep abreast of logistic industry developments.

Originally, logistics had a transportation and warehousing focus, which has gradually evolved into a ‘customer driven’ integrated management systems focus. The Council of Logistics Management defines logistics as:

> "the process of planning, implementing and controlling the efficient flow and storage of raw materials, in-process inventory, finished goods, services and related information from point of origin to point of consumption (including inbound, outbound, internal and external movements) for the purposes of conforming to customer requirements”.

This definition has been further developed and logistics in the context of these programs further integrates logistics into all aspects of an organisations’ operations including manufacturing, production and business.

**Aims & Objectives**

This advanced study program includes:

- The development of analytical skills to manage integrated logistics.
- An understanding of the process of managing projects and contents.
- The development of computer skills to understand the application of computer systems to enhance the operation of logistic activities.
- An examination of the current issues related to logistics operations within organisations.
- An examination of the current issues related to logistic operations within the country and offshore.
- An appreciation of the place of human resources in the operation and the influence they have on effective outcomes.
- Acquisition of advanced skills to appreciate the complex issues of the industry and to provide possible solutions to those issues.

**Campus**

Distance Education

**Course duration**

Graduate Certificate: one year part-time.
Graduate Diploma: two years part-time.
Masters: three years part-time.

**Structure**

This program is available by Distance Education only. Normally, two subjects need to be studied each semester using Tutor support. Each subject involves completing assignments/ examinations during the semester. Students may commence their studies in either the first or second semester of any year. Admission dates for individual programs are normally in February or July.

The Graduate Certificate comprises four subjects each of 12.5 credit points.
The Graduate Diploma comprises eight subjects each of 12.5 credit points.
The Master of Technology Management in Logistics comprises nine subjects each of 12.5 credit points, plus an advanced research project dissertation of 37.5 credit points. Although the program is designed to be completed at the normal rate of two subjects per semester it is possible to vary this to suit the needs of individual students.

**Stage 1 (Graduate Certificate)**

- HES6132 Managing Modern Distribution
- HES6131 Procurement & Inventory Management
- HES6723 Financial Risk Management
- XXXX Elective

**Stage 2 (Graduate Diploma)**

- HES6132 Strategic Logistics Planning
- HES6137 Transport & Freight Operations
- HES6200 New Venture Development & Management
- XXXX Elective

**Stage 3 (Masters by Coursework)**

- HES7605 Research Design & Methodology
- XXXX Elective
- XXXX Elective
- XXXX Elective

**Stage 3 (Masters by Research)**

- HES7605 Research Design & Methodology
- HES7608 Advanced Research Project
- Electives to be chosen from:
  - HES6133 Logistics Services Management
  - HES6134 Human Resources & IR in Logistics
  - Other subjects to be advised

**Entry requirements**

An appropriate four-year engineering degree or equivalent. Applicants with qualifications and experience, which, in the opinion of the School, are of satisfactory standard, will also qualify for entry. In some cases, extra preliminary study may be required.

**Application procedure**

Application forms are available from the School of Engineering & Science or on our website at www.swinburne.edu.au/hed/postgrad/application.htm

**RISK MANAGEMENT**

**M097** Master of Technology Management (Risk Management)

**M087** Graduate Diploma in Risk Management

**M077** Graduate Certificate in Risk Management

This program is designed primarily to meet the needs of personnel currently involved in, or wishing to be involved in the risk management industry. In addition, the program is designed to have considerable application for personnel in a wide range of technologically based industries including rail, shipping, heavy industry, the chemical industry and energy production.

Australian organisations increasingly face the challenge to provide more effective management of various financial and societal resources. All organisations need to know how to make good decisions in order to achieve goals and reduce those losses that arise from unexpected incidents, poor maintenance, accidents or illness within the workforce. Also, legislation requirements for safety and occupational health impose important demands to ensure the overall well-being of people.

Risk management involves processes and techniques aimed at the cost effective loss prevention concerning an organisation’s assets and resources. The program covers areas of health, safety, plant, property, financial control and maintenance. At the Graduate Diploma and Masters degree levels, students can select projects from a field of topics that reflect their particular specialisation.
Aims & Objectives
This program addresses needs of industry to improve the management of resources associated with short and long term risk to people, assets and production. The program provides further studies for graduates from all branches of engineering, applied science and business who wish to gain more specialist knowledge in Risk Management.

Campus
Distance Education

Career opportunities
There are many ways in which organisations can suffer loss. Consequently a number of organisations employ professionals in order to ensure that adequate loss prevention management processes and strategies are in place to ensure that losses are avoided or kept to a minimum. Career opportunities therefore exist throughout the broad field of commerce and industry.

Course duration
Graduate Certificate: one year part-time.
Graduate Diploma: two years part-time.
Masters: three years part-time.

Structure
The Risk Management program is divided into three stages, each of which aims to prepare the student for the next level of study. Successful completion of Stage 1 (Graduate Certificate) may lead to the Graduate Diploma and the Master of Technology Management (Risk Management).
The Graduate Certificate comprises four subjects each of 12.5 credit points.
The Graduate Diploma comprises 8 subjects each of 12.5 credit points.
The Master of Technology Management in Risk Management comprises nine subjects each of 12.5 credit points, plus an advanced research project dissertation of 37.5 credit points.
This program is available by Distance Education only. Although the program is designed to be completed at the normal rate of two subjects per semester it is possible to vary this to suit the needs of individual students. Each subject involves completing assignments/examinations during the semester. Students may commence their studies in either the first or second semester of any year. Admission dates for individual programs are normally in February or July.

Stage 1 (Graduate Certificate)
HES6720 Risk Perception and Analysis
HES6722 Quantitative Risk & Modelling
HES6723 Financial Risk Management
XXXX Elective

Stage 2 (Graduate Diploma)
HES6724 Risk Management Systems
HES6721 Risk Management Principles
HBSG200 New Venture Development & Management
XXXX Elective

Stage 3 (Masters by Coursework)
HES7605 Research Design & Methodology
XXXX Elective
XXXX Elective
XXXX Elective

Stage 3 (Masters by Research)
HES7605 Research Design & Methodology
HES7608 Advanced Research Project

Electives to be chosen from:
HES6725 Risk Technology Strategies
HES6726 Industrial Environment & HF in Risk
Other subjects to be advised

Entry requirements
A degree or diploma in a professional field from a recognised tertiary institution or approved equivalent. Applicants with qualifications and experience which, in the opinion of the selection committee, are of satisfactory standard will also qualify for entry.

Application procedure
Application should be made directly to the School of Engineering & Science or on our website at www.swinburne.edu.au/hed/postgrad/application.htm

HIGHER DEGREES

Y006 Doctor of Philosophy (Civil Engineering)
Graduates who hold a Bachelor degree and who have shown a high standard of academic achievement in that course may be admitted to candidature for the degree of Doctor of Philosophy. The higher degree programs currently available require the presentation of a major thesis based on original research, investigation or development work, carried out either within Swinburne or externally, providing that adequate facilities and supervision can be arranged. External work can be carried out in the approved industrial, governmental, educational or research organisation.
The Statute for the degree of Doctor of Philosophy sets out the regulations governing this qualification. See website:  www.swinburne.edu.au/sgrs/regs/phdpolicy.htm
Application forms are available from the Swinburne Graduate Research School.

Campus
Hawthorn

Course subjects
HCE900F - Full time
HCE900P - Part time

Application procedure
Contact the School of Engineering & Science on +61 3 9214 8372
Fax: +61 3 9214 8264
School of Information Technology

Information technology is one of the most exciting, expanding and evolving fields. The demand for IT professionals is now increasing with industry experts predicting that there will be a shortage of well trained specialists in the latest innovative technology in the next three to four years. By choosing to study IT you have a wonderful opportunity to develop a career that will be both exciting, and practical.

Swinburne is a recognised leader in cutting-edge IT education that meets the needs of industry and business. Our courses focus on providing students with the most highly sought after industry knowledge and skills. This focus ensures that Swinburne IT graduates are amongst the most employable in the nation, as measured by national surveys.

The School of Information Technology offers a wide range of innovative and industry-relevant undergraduate and postgraduate degrees, which span the spectrum from highly technical software engineering, through to the design, implementation and management of business information systems.

The School also has a major role in IT research, where staff are involved in exciting, innovative work in software engineering, human-computer interaction, intelligent systems, electronic commerce and computational science. Our research work informs our teaching, and ensures that our students are aware of most recent developments.

Further information
Contact the School of Information Technology on +61 3 9214 5905
Email: itinfo@swin.edu.au
Website: www.it.swin.edu.au/

COMPUTING

I095 Master of Science (Computing) (Honours)

The Master of Science (Computing)(Honours) program provides the opportunity to study some of today’s most exciting IT developments in depth. The program enables students to choose studies in a range of areas, however all students are required to undertake a specialisation in a particular area such as software engineering, internet computing or information systems.

The program is designed for those with a degree or a graduate diploma in an information technology discipline and is aimed to suit the needs of recent graduates who wish to pursue advanced studies, and recent graduates of other Masters level programs in IT who are seeking to enhance their skills and knowledge through a major project or a thesis.

Students with a degree in a non-computing discipline wishing to undertake the program must generally first enrol in the Graduate Diploma in Information Technology course offered at Swinburne.

Aims & Objectives

The program aims to provide graduates with advanced vocational skills and conceptual knowledge which is complemented with a major industry focused project or alternatively a research-based thesis.

Campus

Hawthorn

Professional recognition

Application has been made to the Australian Computer Society for Professional Level accreditation.

Course duration

Two years full-time or equivalent part-time. Applicants who have completed an MIT or equivalent can complete the course in one year full-time.

Entry is possible in both Semester 1 (March) and Semester 2 (August).

Structure

The Master of Science (Computing)(Honours) degree consists of 200 Credit Points (cp), which is equivalent to two years of full-time study. The program consists of 137.5 cp of elective subjects which include a specialisation, a 12.5 cp core subject and either a 50 cp major project or a 50 cp minor thesis taken over two semesters.

Students who wish to exit the program after completing 50cp may apply to transfer to the Graduate Certificate of Information Technology (I088). All requirements of this other award must be fulfilled.

Students who wish to exit the program after completing 100 cp may apply to transfer to the Master of Information Technology (I091). All requirements of this other award must be fulfilled.

Students who complete 150 cp will be able to exit the program with a Master of Science (Computing).

Students undertaking the full 200 cp program will be eligible for the award of Master of Science (Computing)(Honours). Honours is subject to satisfaction of performance criteria.

Electives

Postgraduate subjects in the School of Information Technology are classified as Level 2 (Graduate Diploma) or Level 3 (Masters). Students must complete at least 112.5 cp of Level 3 electives, and up to 25 cp of Level 2 electives for a total of 137.5 cp. Of these electives, students must complete at least 75 cp from one of the available specialisation programs. Current specialisation programs are Internet Computing, Software Engineering and Information Systems.

Core Subjects

Students intending to undertake the full Honours program must complete either HIT9060 IT Project Management (12.5 cp) or HIT9110 Research Methods (12.5 cp). HIT9060 will provide essential project management skills and knowledge in preparation for the major project. HIT9010 will prepare students for the minor thesis. An average of at least 75 cp from the subjects undertaken in Semesters 1 and 2 of the program is required for entry to HIT9010 Research Methods and HIT9117 Minor Thesis A.

Thesis or Project

Honours students will undertake either HIT9158 Major IT Project A and HIT9258 Major IT Project B (50 cp in total) or HIT9167 Minor Thesis A and HIT9267 Minor Thesis B (50 cp in total). Students wishing to undertake the Minor Thesis option in the final semester must take HIT9010 Research Methods (12.5 cp). HIT9267 Minor Thesis B requires a pass in HIT9010 Research Methods. HIT9258 Major IT Project B requires a pass in HIT9060 IT Project Management.

Specialisations

Students must select one of the following specialisation programs and complete at least 75 cp from the set of nominated subjects. Each subject has a value of 12.5 cp unless otherwise indicated.

Software Engineering

The Software Engineering specialisation offers a course of study focusing on the development of practical skills and theoretical knowledge in Software Engineering. It focuses on methodologies, tools, techniques and management principles necessary to support the effective and efficient development of high quality software.

HIT8023 Human-Computer Interaction
HIT8045 Personal Software Process
HIT8055 Software Maintenance Project
HIT8057 Software Testing and Reliability
HIT8060 Systems Project Management
HIT8066 Software Tools
HIT8088 Agile Development Project
HIT8156 Software Process Improvement
HIT8157 Large Scale System Design
HIT8159 Software Quality Management (mandatory)
HIT8189 Usability Engineering

Internet Computing

The Internet Computing Specialisation offers a practical course of study focusing on the skills and concepts required to develop Internet-based systems. It also includes advanced topics in enterprise systems development, XML and web technologies.

HIT8041 Advanced Web Development
HIT8087 Advanced Java
HIT8083 XML Technology
HIT8086 .NET Architecture
Information Systems

The Information Systems specialisation offers a course of study focusing on the knowledge and skills needed by information systems analysts, designers and developers. It includes advanced topics in system and information modelling, database design and component technology. The Unified Modelling Language (UML) is emphasised. Students use industrial strength products such as Oracle and Microsoft .NET development tools.

At least four years of relevant industry experience is required as a prerequisite for these subjects.

Level 2 Subjects

Students may complete up to 25 credit points of Level 2 subjects.

Note: Some Level 2 subjects may be necessary in order to fulfil the prerequisite knowledge of Level 3 subjects.

Level 3 Subjects

Students must complete at least 112.5 credit points of Level 3 subjects (including the specialisation subjects). Subjects are generally worth 12.5 credit points (CP) unless otherwise indicated.

Core subjects

All Honours students must complete either:

- HIT9060 IT Project Management (12.5 cp), OR
- HIT9010 Research Methods (12.5 cp)

Thesis or Project

Honours students undertake either:

- HIT9167 Minor Thesis 1 (12.5 cp), AND
- HIT9158 Major IT Project 1 (12.5 cp), AND
  - HIT9167 Minor Thesis 2 (37.5 cp)
  - HIT9267 Minor Thesis 2 (37.5 cp)

Entry requirements

A degree or graduate diploma in an information technology discipline (computer science, information systems, information technology) from a recognised tertiary institution or approved equivalent.

Normally no exemptions are permitted but students transferring from incomplete Masters courses commenced elsewhere may be eligible for some credit.

Students with a Masters degree in an Information Technology discipline may be eligible for up to 100 cp of exemptions and will be required to undertake 100 cp of studies. These students will be exempted from the requirement to undertake a specialisation.

Students undertaking the Graduate Diploma in Information Technology prior to admission will normally require a Credit Average before proceeding to the Master of Science (Computing) (Honours).

Application procedure

Application forms are available from the School of Information Technology or at: www.swinburne.edu.au/hed/postgrad/postgrad_application.pdf

INFORMATION SYSTEMS

I082 Graduate Diploma in Information Technology (Information Systems Development)

This course is intended to provide a broad foundation of knowledge and skills in Information Systems development. Students will study the Visual Basic programming language, and in the database area, students will gain valuable experience with the Oracle Database Management System.
The Information Systems Development program naturally extends into Swinburne’s Master of Information Technology where there is an opportunity to specialise in advanced information systems modelling and development, as well as in areas such as software engineering, human-computer interaction and distributed systems. Students completing the Graduate Diploma with a grade average of credit may automatically proceed to the Masters.

Aims & Objectives
The course aims to provide the skills and knowledge to allow graduates to begin or progress in careers such as software development or systems analysis.

Campus
Hawthorn

Career opportunities
Graduates are viewed by employers as having the knowledge and skills necessary for entry-level positions in the IT industry.

Professional recognition
This course has been accredited at associate level towards membership with the Australian Computer Society.

Course duration
One year full-time or two years part-time.

Structure
The Graduate Diploma consists of 100 Credit Points (CP), equivalent to one year of full-time study, and involves completing eight subjects. Entry is possible in both Semester 1 (late February) and Semester 2 (mid July).

Course subjects
HIT0002 IT Grad Dip Transition
HIT5012 Information Systems and Programming
HIT6016 Database 1
HIT6110 Programming for VB .NET
HIT7085 E-Commerce Systems Infrastructure
HIT7110 Component Based Development .NET
HIT7107 Database 2
HIT5091 Web Development
HIT6049 Systems Analysis and Design

Entry requirements
A degree in a non-IT discipline from a recognised tertiary institution or approved equivalent. As no prior knowledge of IT is assumed, applicants with a degree in IT will be considered only if that degree was obtained several years ago, and/or that degree has little overlap with the curriculum of the chosen stream.

Applicants without a degree, who have substantial relevant business experience, may be accepted into the Graduate Certificate in Information Technology (a program consisting of the first four subjects in the Graduate Diploma). Students who successfully complete the Graduate Certificate may apply for admission to the Graduate Diploma.

Application procedure
Application forms are available from the School of Information Technology or at: www.swinburne.edu.au/hed/postgrad/postgrad_application.pdf

M093 Master of Information Technology (Information Systems)

This program is designed to provide students with the opportunity to study contemporary areas of information technology at an advanced level. The program is aimed both at recent IT graduates who wish to pursue advanced studies, and at practitioners seeking to update or enhance their knowledge in specialist areas.

The Information Systems specialisation offers a course of study focusing on the knowledge and skills needed by information systems analysts, designers and developers. It includes advanced topics in system and information modelling, database design and component technology. The Unified Modelling Language (UML) is emphasised. Students use industrial strength products such as Oracle and Microsoft .NET development tools.

Campus
Hawthorn

Professional recognition
This course is accredited at Professional Level (the highest level) towards membership with the Australian Computer Society.

Course duration
One year full-time or two years part-time.

Structure
The MIT (Information Systems) is part of a nested suite of programs, which includes a Graduate Certificate and a Graduate Diploma, with a number of entry points depending on previous academic studies and work experience.

The Master degree consists of 100 Credit Points (CP), equivalent to one year of full-time study. The program is available in both full-time and part-time (5.30pm to 9.30pm) modes. Entry is possible in both Semester 1 (Feb/March) and Semester 2 (July), but the full range of options is currently only available to students who enter in Semester 1.

Since this course is continually under review (in order to keep it in touch with state-of-the-art technology) changes in course structure and subjects occur from time to time. The most common program consists of eight coursework subjects. Development and modelling projects and research subjects are also offered.

Postgraduate subjects are categorised as Level 1, 2 or 3. Subjects are generally worth 12.5 credit points. For the MIT(IS), students must undertake at least 75 credit points from the list of information systems subjects. Up to 25 credit points from other general MIT subjects may also be included, for a total of 100 credit points (in areas not covered by their previous IT studies). Level 2 subjects may be included only with the explicit permission of the Program Manager. Some Level 2 subjects are only offered during the day. Note: some Level 2 subjects may be necessary in order to fulfil the prerequisite knowledge of Level 3 subjects.

Course subjects
In order to qualify for the MIT (Information Systems), at least 75 credit points must be taken from the following information systems subjects:

- HIT8012 Current Issues in Information Systems
- HIT8018 Database 3
- HIT8023 Human-Computer Interaction
- HIT8032 Information Systems Management
- HIT8033 Information Systems Development Project (25 CP)
- HIT8035 IT Effectiveness
- HIT8060 Systems Project Management
- HIT8088 E-Commerce Management
- HIT8089 .Net Architecture
- HIT8121 Internet Security
- HIT8124 Advanced Data Modelling
- HIT8127 Component Modelling and Design
- HIT8130 Information Systems Modelling Project
- HIT8142 Object-Oriented Modelling

Up to 25 credit points may be taken from other MIT subjects.

Semester 1 (February – June)

- HIT8018 Database 3
- HIT8023 Human-Computer Interaction
- HIT8032 Information Systems Management
- HIT8060 Systems Project Management
- HIT8063 UNIX Systems Programming
- HIT8066 Software Tools
- HIT8087 Advanced Java
- HIT8088 E-Commerce Management
- HIT8093 XML Technologies
- HIT8096 .Net Architecture
A075 Graduate Certificate in Information Systems  

This course is designed primarily for students from a non-computing background, however, there are options which are relevant to people with substantial computing experience. The course focuses on the development of information technology knowledge and its application to work, management and technical skills.

Aims & Objectives

To provide an entry to postgraduate study for people with excellent business experience but no formal undergraduate qualifications.

Campus

Hawthorn

Course duration

Six months full-time or one year part-time.

Structure

The course consists of four subjects. Students are able to select subjects appropriate to their needs provided the prerequisite requirements of the subject are met. On completion of the Graduate Certificate, students gaining entry to the Graduate Diploma / Masters of Information Systems will be admitted with 'advanced standing'.

Course subjects

- HIT7036 Information Technology Strategies
- HIT7003 Business Analysis

Plus 2 Graduate Diploma elective subjects

Application procedure

Application forms are available from the School of Information Technology or at:


A097 Master of Information Systems

Information systems is concerned with the application of information technology to support organisations in the conduct of their business. The Master of Information Systems program is designed to examine both the organisational issues and the techniques and technology required for the design and implementation of business solutions, with an emphasis on electronic commerce.

Aims & Objectives

The course aims to meet the needs of applicants who wish to enhance their career opportunities through developing expertise in the current approaches to the management of information systems and technologies.

Campus

Hawthorn

Course duration

Three years part-time.
Structure
A variety of entry points is available depending on prior academic qualifications. Students who do not hold a degree must undertake the full program. Students who have a degree will be eligible for exemption from the two elective subjects in Stage 1. Students who have a degree or graduate diploma in Information Systems may be eligible to commence the course at Stage 2.

In Stage 2, students undertake two core subjects and select two approved elective subjects from those offered in the Graduate Diploma of Information Technology. Four program choices are available in Stage 3. Most students undertake either Option 1 or Option 2. Options 3 and 4 require explicit approval by the program manager.

Electives are usually chosen from Graduate Diploma and Masters level subjects offered by the School of Information Technology. However, students need to ensure that the electives they choose are appropriate for the Stage in question and so the advice of the Program Manager must be sought.

Students must meet the prerequisite requirements of the electives they select. Availability of all electives is subject to timetabling and resource constraints. A student who withdraws from the program prior to completion will be eligible for the award of Graduate Certificate in Information Systems, provided at least four subjects have been passed.

Course subjects

Stage 1

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>HIT8003</td>
<td>Business Analysis</td>
</tr>
<tr>
<td>HIT7026</td>
<td>Information Technology Strategies</td>
</tr>
</tbody>
</table>

Plus two elective subjects drawn from those offered in the Graduate Diploma of Information Technology.

Stage 2

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>HIT8035</td>
<td>Information Technology Effectiveness</td>
</tr>
<tr>
<td>HIT8002</td>
<td>Information Systems Management</td>
</tr>
<tr>
<td>HBH604</td>
<td>Management, Organisations and People</td>
</tr>
<tr>
<td>HIT8060</td>
<td>Systems Project Management</td>
</tr>
</tbody>
</table>

Stage 3

Choose one option:

**Option 1**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>HIT8012</td>
<td>Current Issues in Information Systems</td>
</tr>
<tr>
<td>HBM602</td>
<td>Strategic Management</td>
</tr>
<tr>
<td>HBH707</td>
<td>Strategic Change</td>
</tr>
<tr>
<td>HIT8088</td>
<td>Electronic Commerce Management</td>
</tr>
</tbody>
</table>

**OR**

**Option 2**

Two subjects from Option 1 plus two approved level 3 electives from the subjects offered in the Master of Information Technology program.

**OR**

**Option 3**

Two subjects from Option 1 plus:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>HIT8070</td>
<td>Research Report (25 credit points)</td>
</tr>
</tbody>
</table>

**OR**

**Option 4**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>HIT8067</td>
<td>Dissertation (Minor Thesis) (50 credit points)</td>
</tr>
</tbody>
</table>

Entry requirements
Entry is only available to applicants who have significant relevant business experience, normally at least four years. Applicants who have a degree will be eligible for exemption from the two elective subjects in Stage 1. Applicants who have a degree or graduate diploma in Information Systems may be eligible to commence the course at Stage 2.

Software Development Stream

<table>
<thead>
<tr>
<th>Semester 1</th>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>HIT5051</td>
<td>Software Development 1 c*</td>
<td></td>
</tr>
<tr>
<td>HIT5012</td>
<td>Information Systems &amp; Programming c+</td>
<td></td>
</tr>
<tr>
<td>HIT5091</td>
<td>Web Development c+</td>
<td></td>
</tr>
<tr>
<td>HIT6016</td>
<td>Database 1 c+</td>
<td></td>
</tr>
<tr>
<td>HIT7185</td>
<td>Data Communications &amp; Networks c+</td>
<td></td>
</tr>
<tr>
<td>HIT6031</td>
<td>Software Engineering c*</td>
<td></td>
</tr>
<tr>
<td>HIT7037</td>
<td>Programming in Java</td>
<td></td>
</tr>
<tr>
<td>HIT6052</td>
<td>Software Development 2G *</td>
<td></td>
</tr>
<tr>
<td>HIT6082</td>
<td>Advanced Web Technologies</td>
<td></td>
</tr>
<tr>
<td>HIT6024</td>
<td>Introduction to HCI</td>
<td></td>
</tr>
<tr>
<td>HIT7072</td>
<td>C++ for Programmers</td>
<td></td>
</tr>
<tr>
<td>HIT8110</td>
<td>Programming in VB .NET +</td>
<td></td>
</tr>
<tr>
<td>HIT7049</td>
<td>Systems Analysis &amp; Modelling c+</td>
<td></td>
</tr>
<tr>
<td>HIT7084</td>
<td>Electronic Commerce: A Business Perspective</td>
<td></td>
</tr>
<tr>
<td>HIT7136</td>
<td>Information Technology – a Critical Review</td>
<td></td>
</tr>
<tr>
<td>HIT6006</td>
<td>Business Computing</td>
<td></td>
</tr>
<tr>
<td>HIT7017</td>
<td>Database 2 +</td>
<td></td>
</tr>
<tr>
<td>HIT7110</td>
<td>Component Based Development .NET +</td>
<td></td>
</tr>
</tbody>
</table>

Recommended combination

**Recommended combination**

* Core subject in the Graduate Diploma in Information Technology
+ Information Systems stream
I080  Graduate Diploma of Information Technology

The Graduate Diploma of Information Technology offers entry level study in information technology with an emphasis on software development or information systems. Students study five mandatory areas which cover the core body of knowledge for an IT professional – programming, database, data communications, software engineering and web development. Students must choose to study either the Software Development (SD) stream or the Information Systems (IS) stream in the core subjects. Students may choose to undertake the general Graduate Diploma in Information Technology by choosing any three electives. Students may also specialise in a particular area which can lead to an optional badged award. There are two badged streams of study which address the differing needs of students: Information Systems Development or Internet Software Development. Refer to the individual entries in this handbook for further details.

Campus
Hawthorn

Professional recognition
This course is accredited at associate level with the Australian Computer Society.

Course duration
One year full-time or two years part-time.

Structure
The Graduate Diploma in Information Technology consists of 100 Credit Points (CP), equivalent to one year of full-time study, or two years part-time. Students undertake 5 core subjects (62.5 credit points) and 3 electives (37.5 credit points) for a total of eight subjects. Entry is possible in both Semester 1 (late February) and Semester 2 (mid July).

Swinburne offers three Graduate Diploma courses in Information Technology, including two specialisations: the Graduate Diploma of Information Technology (Information Systems Development) and the Graduate Diploma of Information Technology (Internet Software Development). Refer to the individual entries in this handbook for further details.

I091  Master of Information Technology

The Master of Information Technology (MIT) provides an opportunity for participants to undertake an in-depth study of some of today's most exciting IT developments. The MIT is designed for those with a bachelor's degree or a graduate diploma in an information technology discipline (computer science, information systems, computer systems engineering). The program specifically aims to suit the needs of recent graduates who wish to pursue advanced studies and also experienced IT professionals, whose previous qualification was obtained some time ago, and who are seeking to extend or update their knowledge.

Students with a degree in a non-computing discipline wishing to undertake the MIT program must generally first enrol in one of the Graduate Diploma in Information Technology courses offered at Swinburne.

Aims & Objectives
The MIT aims to enhance vocational skills and conceptual knowledge, and to provide the theoretical underpinning for these skills and knowledge.

Campus
Hawthorn

Professional recognition
This course is accredited at Professional Level (the highest level) towards membership with the Australian Computer Society.

Course duration
One year full-time or two years part-time. For students commencing at the Graduate Diploma stage, the course is two years full-time or four years part-time.
Structure
The MIT is part of a nested suite of programs, which includes a Graduate Certificate and a Graduate Diploma, with a number of entry points depending on previous academic studies and work experience.

The Master degree consists of 100 Credit Points (CP), equivalent to one year of full-time study. The program is available in both full-time and part-time (5.30pm to 9.30pm) modes. Entry is possible in both Semester 1 (Feb/March) and Semester 2 (July), but the full range of options is currently only available to students who enter in Semester 1. Since this course is continually under review, in order to keep it in touch with state-of-the-art technology, changes in course structure and subjects occur from time to time. The most common program consists of eight coursework subjects. Development and modelling projects and research subjects are also offered.

Postgraduate subjects are categorised as Level 1, 2 or 3. Subjects are generally worth 12.5 credit points. For the MIT, students must complete at least 75 credit points of Level 3 subjects, and up to 25 credit points of Level 2 subjects (in areas not covered by their previous IT studies) for a total of 100 credit points. Level 2 subjects may be included only with the explicit permission of the Program Manager. Some Level 2 subjects are only offered during the day.

Note: some Level 2 subjects may be necessary in order to fulfil the prerequisite knowledge of Level 3 subjects.

Specialisations
It is possible to select a broad program comprising of 100 credit points of subjects providing prerequisite requirements are satisfied. Alternatively, students may choose to follow one of the prescribed specialisation programs. Current specialisation programs are the MIT (Internet Computing), MIT (Software Engineering) and the MIT (Information Systems). In order to qualify for a specialisation, students must complete at least 75 Credit Points from a set of core subjects. Up to 25 credit points of other MIT subjects may also be chosen.

Course subjects
Level 3 Subjects
Students must complete at least 75 credit points of Level 3 subjects. Subjects are generally worth 12.5 credit points (CP) unless otherwise indicated.

Semester 1 (February – June)

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>HIT8018</td>
<td>Database 3</td>
</tr>
<tr>
<td>HIT8023</td>
<td>Human-Computer Interaction</td>
</tr>
<tr>
<td>HIT8032</td>
<td>Information Systems Management*</td>
</tr>
<tr>
<td>HIT8060</td>
<td>Systems Project Management</td>
</tr>
<tr>
<td>HIT8063</td>
<td>UNIX Systems Programming</td>
</tr>
<tr>
<td>HIT8066</td>
<td>Software Tools</td>
</tr>
<tr>
<td>HIT8087</td>
<td>Advanced Java</td>
</tr>
<tr>
<td>HIT8088</td>
<td>E-Commerce Management*</td>
</tr>
<tr>
<td>HIT8093</td>
<td>XML Technologies</td>
</tr>
<tr>
<td>HIT8096</td>
<td>.Net Architecture</td>
</tr>
<tr>
<td>HIT8119</td>
<td>Enterprise Java</td>
</tr>
<tr>
<td>HIT8121</td>
<td>Internet Security</td>
</tr>
<tr>
<td>HIT8127</td>
<td>Component Modelling and Design</td>
</tr>
<tr>
<td>HIT8130</td>
<td>Information Systems Modelling Project</td>
</tr>
<tr>
<td>HIT8140</td>
<td>Multimedia for the WWW</td>
</tr>
<tr>
<td>HIT8142</td>
<td>Object-Oriented Modelling</td>
</tr>
<tr>
<td>HIT8157</td>
<td>Large Scale System Design</td>
</tr>
<tr>
<td>HIT8164</td>
<td>Internet Networking Infrastructure</td>
</tr>
<tr>
<td>HIT8197</td>
<td>Advanced .NET Programming</td>
</tr>
</tbody>
</table>

Semester 2 (July - November)

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>HIT8012</td>
<td>Current Issues in Information Systems*</td>
</tr>
<tr>
<td>HIT8018</td>
<td>Database 3</td>
</tr>
<tr>
<td>HIT8033</td>
<td>Information Systems Development Project (25 CP)</td>
</tr>
<tr>
<td>HIT8035</td>
<td>IT Effectiveness*</td>
</tr>
<tr>
<td>HIT8041</td>
<td>Advanced Web Development</td>
</tr>
<tr>
<td>HIT8045</td>
<td>Personal Software Process</td>
</tr>
<tr>
<td>HIT8050</td>
<td>Evolutionary and Neural Computing</td>
</tr>
<tr>
<td>HIT8055</td>
<td>Software Maintenance Project</td>
</tr>
<tr>
<td>HIT8057</td>
<td>Software Testing and Reliability</td>
</tr>
<tr>
<td>HIT8093</td>
<td>XML Technologies</td>
</tr>
<tr>
<td>HIT8096</td>
<td>.Net Architecture</td>
</tr>
<tr>
<td>HIT8098</td>
<td>Agile Development Project</td>
</tr>
<tr>
<td>HIT8099</td>
<td>Enterprise .NET</td>
</tr>
<tr>
<td>HIT8111</td>
<td>Enterprise Java</td>
</tr>
<tr>
<td>HIT8121</td>
<td>Internet Security</td>
</tr>
<tr>
<td>HIT8125</td>
<td>Advanced Data Modelling</td>
</tr>
<tr>
<td>HIT8126</td>
<td>Component Modelling and Design</td>
</tr>
<tr>
<td>HIT8130</td>
<td>Information Systems Modelling Project</td>
</tr>
<tr>
<td>HIT8142</td>
<td>Object-Oriented Modelling</td>
</tr>
</tbody>
</table>

Syrinx University of Technology | Postgraduate Course Handbook 2004
The Graduate Diploma in Information Technology (Internet Software Development) provides a practical education in software development emphasizing the object-oriented approach and the development of web-based systems. The program is aimed at professionals who will use the knowledge to complement their previous qualifications and at people who are seeking a change in career direction. It is relevant to IT professionals who have qualified several years ago, who are now seeking to move into more contemporary areas of software development. The program naturally extends into Swinburne’s Master of Information Technology degree, where there is an opportunity to specialize in software engineering, as well as in areas such as computer networks, human-computer interaction, distributed systems and information systems modeling and development. Students completing the Graduate Diploma with a grade average of Credit may automatically proceed to the Masters.

**Campus**
Hawthorn and Online

**Career opportunities**
Graduates of the program will be equipped with the knowledge and skills to make them valuable members or leaders of teams developing software.

**Professional recognition**
This course is accredited at associate level with the Australian Computer Society.

**Course duration**
One year full-time or two years part-time, commencing in February or July.

**Structure**
The Graduate Diploma consists of 100 Credit Points (CP), equivalent to one year of full-time study, and involves completing eight subjects. Entry is possible in both Semester 1 (March) and Semester 2 (July).

Part-time students will have access to substantial online course material in addition to optional on-campus activities. This approach to postgraduate education combines the best features of distance education with those of traditional on-campus course delivery, giving students more flexibility in deciding when, where and how they study.

**Full-time Program**

<table>
<thead>
<tr>
<th>Semester 1</th>
<th>Semester 2</th>
</tr>
</thead>
<tbody>
<tr>
<td>HIT5051</td>
<td>HIT6052</td>
</tr>
<tr>
<td>Software Development 1 (Java)</td>
<td>Software Development 2 (Java)</td>
</tr>
<tr>
<td>HIT5091</td>
<td>HIT6031</td>
</tr>
<tr>
<td>Web Development</td>
<td>Software Engineering</td>
</tr>
<tr>
<td>HIT6016</td>
<td>HIT6092</td>
</tr>
<tr>
<td>Database 1</td>
<td>Advanced Web Technologies</td>
</tr>
<tr>
<td>HIT6024</td>
<td>HIT6020</td>
</tr>
<tr>
<td>Introduction to Human-Computer Interaction</td>
<td>Data Communications</td>
</tr>
</tbody>
</table>

**Entry requirements**
A degree in a non-IT discipline from a recognised tertiary institution or approved equivalent. No prior knowledge of IT is assumed, but students without prior knowledge may be required to undertake additional introductory studies in the month prior to commencement. Admission is granted to students who have a degree in IT, if that degree was obtained several years ago, and/or that degree has little overlap with the curriculum of the Graduate Diploma. Applicants without a degree, who have substantial relevant business experience, may be accepted into the Graduate Certificate in Information Technology (a program consisting of the first four subjects in the Graduate Diploma). Students who successfully complete the Graduate Certificate may apply for admission to the Graduate Diploma.

**Application procedure**
Application forms are available from the School of Information Technology or at: www.swinburne.edu.au/hed/postgrad/postgrad_application.pdf
Professional recognition
This course is accredited at Professional Level (the highest level) towards membership with the Australian Computer Society.

Course duration
One year full-time or two years part-time.
For students commencing at the Graduate Diploma stage, the course is two years full-time or four years part-time.

Structure
The MIT (Internet Computing) is part of a nested suite of programs, which includes a Graduate Certificate and a Graduate Diploma, with a number of entry points depending on previous academic studies and work experience.

Students with a degree containing minor studies in IT (consisting of the equivalent of at least 3 undergraduate subjects) may be granted admission to the MIT (IC), but only with the explicit permission of the Program Manager. Some Level 2 subjects are only offered during the day.

Note: some Level 2 subjects may be necessary in order to fulfil the prerequisite knowledge of Level 3 subjects.

Course subjects
In order to qualify for the MIT (Internet Computing), at least 75 credit points must be taken from the following Internet computing subjects:

- HIT8041 Advanced Web Development
- HIT8087 Advanced Java
- HIT8093 XML Technologies
- HIT8096 .Net Architecture
- HIT8119 Enterprise Java
- HIT8121 Internet Security
- HIT8140 Multimedia for the WWW
- HIT8142 Object-Oriented Modelling
- HIT8157 Large Scale System Design
- HIT8159 Software Quality Management
- HIT8164 Internet Networking Infrastructure
- HIT8197 Advanced .NET Programming

Semester 2 (July - November)

- HIT8012 Current Issues in Information Systems
- HIT8018 Database 3
- HIT8033 Information Systems Development Project (25 CP)
- HIT8035 IT Effectiveness
- HIT8041 Advanced Web Development
- HIT8045 Personal Software Process
- HIT8050 Evolutionary and Neural Computing
- HIT8055 Software Maintenance Project
- HIT8057 Software Testing and Reliability
- HIT8083 XML Technologies
- HIT8096 .Net Architecture
- HIT8098 Agile Development Project
- HIT8099 Enterprise .NET
- HIT8119 Enterprise Java
- HIT8121 Internet Security
- HIT8126 Advanced Data Modelling
- HIT8156 Software Process Improvement
- HIT8164 Internet Networking Infrastructure
- HIT8165 Windows Programming .NET
- HIT8189 Usability Engineering
- HIT8197 Advanced .NET Programming

Requires at least four years industry experience.

Research Subjects
Students wishing to undertake research subjects must present evidence of their capacity for research. Normally Distinction level performance in Stage 1 subjects or in previous undergraduate studies in IT is needed to undertake these subjects.

- HIT8067 Minor Thesis (50 CP)
- HIT8068 Research Seminar (12.5 CP)
- HIT8069 Research Paper (12.5 CP)
- HIT8070 Research Report (25 CP)

Level 2 Subjects

- HIT8110 Programming in VB.NET
- HIT8017 Database 2
- HIT8037 Programming in Java
- HIT8072 C++ for Programmers
- HIT8110 Component Based Development .NET
- HIT8148 Programming Practice

Entry requirements
A degree or graduate diploma in an information technology discipline from a recognised tertiary institution or approved equivalent.

Students with a Credit Grade Point Average degree in another discipline generally undertake the Graduate Diploma in Information Technology prior to commencing the Masters program. Students may be eligible for up to 25 credit points of exemptions in the Graduate Diploma, based on prior study of IT.

Students with a degree containing minor studies in IT (consisting of the equivalent of at least 3 undergraduate subjects) may be granted admission to the MIT (IC), but generally they will be required to enrol in a preliminary program consisting of an appropriate number of Graduate Diploma subjects, designed to bring their IT knowledge up to the level of someone with a Graduate Diploma.
Students undertaking all or some of the Graduate Diploma in Information Technology will normally require a Credit Grade Point Average before proceeding to the Master of Information Technology (Internet Computing).

**Application procedure**

Application forms are available from the School of Information Technology or at: www.swinburne.edu.au/hed/postgrad/postgrad_application.pdf

**SOFTWARE ENGINEERING**

I092  **Master of Information Technology (Software Engineering)**

This program is designed to provide students with the opportunity to study contemporary areas of information technology at an advanced level. The program is aimed both at recent IT graduates who wish to pursue advanced studies, and at practitioners seeking to update or enhance their knowledge in specialist areas.

The Software Engineering specialisation offers a course of study focusing on the development of practical skills and theoretical knowledge. It focuses on methodologies, tools, techniques and management principles necessary to support the effective and efficient development of high quality software. Students also have the option of undertaking research leading to a minor thesis.

**Campus**

Hawthorn

**Professional recognition**

This course is accredited at Professional Level [the highest level] towards membership with the Australian Computer Society.

**Course duration**

One year full-time or two years part-time. For students commencing at the Graduate Diploma stage, the course is two years full-time or four years part-time.

**Structure**

The MIT(Software Engineering) is part of a nested suite of programs, which includes a Graduate Certificate and a Graduate Diploma, with a number of entry points depending on previous academic studies and work experience.

The Master degree consists of 100 Credit Points (CP), equivalent to one year of full-time study. The program is available in both full-time and part-time (5.30pm to 9.30pm) modes. Entry is possible in both Semester 1 (Feb/March) and Semester 2 (July), but the full range of options is currently only available to students who enter in Semester 1.

Since this course is continually under review, in order to keep it in touch with state-of-the-art technology, changes in course structure and subjects occur from time to time. The most common program consists of eight coursework subjects.

Postgraduate subjects are categorised as Level 1, 2 or 3. Subjects are generally worth 12.5 credit points. For the MIT(SE), students must undertake at least 75 credit points from the list of software engineering subjects. Up to 25 credit points from other general MIT subjects may also be included, for a total of 100 credit points from the list of software engineering subjects. Up to 25 credit points may be taken from other MIT subjects.

**Level 2 Subjects**

- HIT8023  Human-Computer Interaction
- HIT8045  Personal Software Process
- HIT8055  Software Maintenance Project
- HIT8057  Software Testing and Reliability
- HIT8060  Systems Project Management
- HIT8066  Software Tools
- HIT8098  Agile Development Project
- HIT8156  Software Process Improvement
- HIT8157  Large Scale System Design

- HIT8159  Software Quality Management (must be included)
- HIT8189  Usability Engineering

Up to 25 credit points may be taken from other MIT subjects:

**Semester 1 (February – June)**

- HIT8018  Database 3
- HIT8023  Human-Computer Interaction
- HIT8032  Information Systems Management
- HIT8060  Systems Project Management
- HIT8063  UNIX Systems Programming
- HIT8066  Software Tools
- HIT8087  Advanced Java
- HIT8088  E-Commerce Management
- HIT8093  XML Technologies
- HIT8096  Net Architecture
- HIT8119  Enterprise Java
- HIT8121  Internet Security
- HIT8127  Component Modelling and Design
- HIT8130  Information Systems Modelling Project
- HIT8140  Multimedia for the WWW
- HIT8142  Object-Oriented Modelling
- HIT8157  Large Scale System Design
- HIT8159  Software Quality Management
- HIT8164  Internet Networking Infrastructure
- HIT8197  Advanced .NET Programming

**Semester 2 (July - November)**

- HIT8012  Current Issues in Information Systems
- HIT8018  Database 3
- HIT8033  Information Systems Development Project (25 CP)
- HIT8035  IT Effectiveness
- HIT8041  Advanced Web Development
- HIT8045  Personal Software Process
- HIT8050  Evolutionary and Neural Computing
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- HIT8119  Enterprise Java
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- HIT8126  Advanced Data Modelling
- HIT8156  Software Process Improvement
- HIT8164  Internet Networking Infrastructure
- HIT8165  Windows Programming .NET
- HIT8189  Usability Engineering
- HIT8197  Advanced .NET Programming

ReQUIRES at least four years industry experience.

**Research Subjects**

Students wishing to undertake research subjects must present evidence of their capacity for research. Normally Distinction level performance in Stage 1 subjects or in previous undergraduate studies in IT is needed to undertake these subjects.

- HIT8067  Minor Thesis (50 CP)
- HIT8068  Research Seminar (12.5 CP)
- HIT8069  Research Paper (12.5 CP)
- HIT8070  Research Report (25 CP)

**Level 2 Subjects**

- HIT8110  Programming in VB.NET
School of Mathematical Sciences

Swinburne’s School of Mathematical Sciences specialises in the applications of those areas of mathematics and statistics that are increasingly becoming a necessary part of professional practice of today’s technologically oriented society. In particular, the school specialises in industrial applications of mathematics, including the techniques of Operations Research/Management Sciences and Applied Statistics, as well as problems arising in numerical modelling including engineering applications and environmental models. In applied statistics, the emphasis is on Social and Health Statistics and the emerging field of Sports Statistics. In all these areas, the School is active in both teaching and research. Another important role of the school is the provision of service courses to other schools within the university – courses which are tailored to meet their special needs.

Graduate courses are offered in Applied Statistics, while students have the opportunity to undertake Research Masters and PhD degrees in mathematical modelling, operations research/management sciences, applied statistics and mathematics education.

Further information
Contact the School of Mathematical Sciences on:
Telephone: +61 3 9214 8936 or +61 3 9214 8283
Fax: +61 3 9819 0821
Email: statistics@swin.edu.au
Website: www.swinburne.edu.au/statistics

APPLIED STATISTICS

Z193 Master of Science (Applied Statistics)
Z192 Graduate Diploma of Science (Applied Statistics)
Z191 Graduate Certificate of Science (Applied Statistics)

This program is designed for graduates in the humanities, social and health sciences who have a professional interest in the use of statistics. It is also applicable to other graduates who have a need to use statistics in their work but have not had sufficient or current training in applied statistics. It concentrates on practical skills and enables participants to broaden their theoretical and practical knowledge of the basic areas of statistics.

Aims & Objectives
The Graduate Certificate aims to provide the basic statistical training required by anyone working with data in the social, health science or sports areas.

The Graduate Diploma aims to continue the statistical training provided by the Graduate Certificate, for people working with statistics in the social sciences, health sciences or related areas.

The Masters level offers students the opportunity to become proficient in a broader range of subjects than is covered in the Diploma, and to develop research and writing skills.

Campus
Hawthorn

Career opportunities
Research assistant/officer positions involving both the management and application of research in a wide variety of areas including government agencies, market research, education, medical and biological sciences, town planning and social research.

Course duration
Master: one and a half years full-time or three years part-time.
Graduate Diploma: two semesters full-time or four semesters part-time.
Graduate Certificate: one semester full-time or two semesters part-time.
Structure
This suite of nested programs incorporates the Graduate Certificate, Graduate Diploma and Masters in Applied Statistics.

Full-time students undertake four subjects per semester, part-time students undertake two subjects per semester. The class contact hours for each subject will normally be three hours per week consisting of a combination of lectures and practical work as applicable to the topic. All academic subjects carry 12.5 credit points.

Some subjects are available in an off-campus flexible learning mode (Distance Learning). Off-campus subjects may be taken by students both within and outside Australia, but are not available to students enrolled as International students in Australia (ie. those with a student visa).

The Graduate Certificate comprises four subjects from Level 1. Full-time students undertake four subjects per semester, part-time students undertake two subjects per semester.

Graduate Diploma students undertake eight subjects from Levels 1 and 2. At least three subjects must be from Level 2.

Masters students undertake ten subjects from those listed below, plus a 25 credit point Industrial/Research project. At least six subjects must be from Levels 2 or 3 of which at least two must be from Level 3. It is preferred, but not essential, that the project problem be employer-based and have direct relevance to the student’s employment.

Course subjects

Level 1
- HMS770 Statistical Practice 1
- HMS771 Statistical Practice 2
- HMS772 Basic Statistical Computing
- HMS773 Survey Research Practice
- HMS774 Introduction to Health Statistics
- HMS775 Chance and Gaming

Level 2
- HMS780 Multivariate Statistics
- HMS781 Further Statistical Computing
- HMS782 Forecasting
- HMS783 Demographic Techniques
- HMS784 Regression Models in Health
- HMS785 Epidemiological Methods
- HMS786 Survey Sampling
- HMS787 Database Development and Management
- HMS788 Sports Performance Modelling

Level 3
- HMS781 Structural Equation Modelling
- HMS782 Scale Development and Evaluation
- HMS783 Advanced Topics in Regression
- HMS784 Statistical Marketing Tools
- Plus HMS786 Industrial/Research Project (25.0 credit points)

Entry requirements
A degree from a recognised tertiary institution of approved equivalent. To be accepted in to the Masters level of the program, students must have successfully completed the Graduate Diploma with at least a credit average in the Level 2 subjects. Other applicants with relevant academic and work experience may also be considered.

Application procedure
An application form is available from the School of Mathematical Sciences or via the website at: www.swinburne.edu.au/hed/postgrad/newsite/main.htm

International students should contact the International Student Unit on +61 3 9214 8847 or visit the website at: www.swinburne.edu.au/isu

School of Social and Behavioural Sciences

The School of Social and Behavioural Sciences is grouped into five discipline areas: Media and Communications; Psychology; Politics; Sociology; and Philosophy and Cultural Inquiry.

Swinburne Arts, Humanities and Social Science graduates are well equipped to find work in areas where employers place a high premium on generic and problem solving skills and independent ‘critical thinking’.

The experience of past students has been that, even if they are not always directly employed in a related area of study (such as media, psychology or social policy) the knowledge acquired during a course has had many useful applications for them, both professionally and personally.

Importantly the Arts, Humanities and Social Sciences contribute to an understanding of the world, society, the individual and their place in it. Such students add more to the ‘bottom line’ by contributing social and sustainability perspectives.

Further information
Contact the School of Social and Behavioural Sciences on:
Telephone: +61 3 9214 5209
Email: tbsadmin@swin.edu.au
Website: www.swinburne.edu.au/tbs

APPLIED MEDIA

N070 Graduate Certificate of Arts (Applied Media)
N0804 Graduate Diploma of Arts (Applied Media)
N0907 Master of Arts (Applied Media)

The Applied Media program is designed to equip graduates with attributes that make them attractive to prospective employers, or more valuable to current employers. The nature of expertise in such a dynamic environment is changing and the key graduate attributes of the program are adaptability, versatility and creativity. The extension of these attributes to the level of Master assumes an advanced standing in relation to the ability to respond inventively and authoritatively to the demands of industries in transition, converged media and the changing nature of work itself in many new media contexts.

Aims & Objectives
The Applied Media program is designed to provide opportunities for students to develop the following skills:

- Ability to critically and theoretically analyse digital media processes and products.
- Responsiveness to technological and industrial change.
- Capability in applying research and reflection in the process of producing innovative media products.
- Ability to develop effective communication strategies using a variety of communicative forms and literacies.
- Competencies in working collaboratively and creatively in project management and problem solving.
- Effective membership and an understanding of the importance of networking within professional environments.
- Development of an ongoing critical awareness of their own learning needs and the application of appropriate technologies.
- Ability to respond creatively and inventively to technological and vocational change.

The program also aims to:
- Provide knowledge of and experience in the production of a range of traditional and new media.
- Provide students with real world experience in the workplace through placements and through developing projects for real clients.
- Provide experience in the presentation and marketing of media production.
• Introduce students to the changing face of media culture and the new technologies of electronic media.
• Equip students with the skills to develop a substantial media production.

Career opportunities
The Applied Media program provides a broad range of writing and production skills valued in many sectors of the print, broadcasting and electronic media, such as radio production, journalism and information technology. Graduates will be equipped with the kind of digital technology skills likely to be sought by software developers working in the multimedia industry. Graduates are also equipped with skills in content and project management and a range of generic skills that qualify them to actively contribute to the changing nature of work and vocational training in relation to the impact of media.

Course duration
Graduate Diploma: One year (two semesters) part-time.

Graduate Certificate: One year (two semesters) part-time.

Masters: One and a half years (three semesters) full-time or three years part-time.

Structure
The Graduate Certificate of Arts (Applied Media) comprises one core subject plus two elective subjects, totalling 50 credit points.

The Graduate Diploma of Arts (Applied Media) comprises two core subjects plus four elective subjects, totalling 100 credit points. Studies may be taken full-time over two semesters or part-time over four semesters.

The Master of Arts (Applied Media) comprises two core subjects plus electives/thesis subjects. In each semester a full-time load constitutes 50 credit points, and a part-time load constitutes 25 credit points. The course provides students with the flexibility to meet particular needs. In addition to the two core subjects (50 credit points), students are required to complete eight elective subjects (100 credit points), or four elective subjects (50 credit points) and a minor thesis (50 credit points).

Students who choose the minor thesis have the option to write an academic dissertation or research report, case study or other form of industry-related, consultancy-based research. The nature of the examinable outcome of the thesis subject can be negotiated with the supervisor.

Graduate Certificate program

Core Subjects (25 credit points each)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>HAM412</td>
<td>Media Project</td>
</tr>
</tbody>
</table>

Note: The core subject is taught over two semesters.

Elective Subjects (12.5 credit points)

Choose two (one per semester):

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>HAL401</td>
<td>Cultural Convergence</td>
</tr>
<tr>
<td>HAM402</td>
<td>Radio Production and Criticism A</td>
</tr>
<tr>
<td>HAM410</td>
<td>Electronic Writing</td>
</tr>
<tr>
<td>HAM411</td>
<td>Globalisation: Media and Telecommunications</td>
</tr>
<tr>
<td>HAM413</td>
<td>Multimedia Authoring 1</td>
</tr>
<tr>
<td>HAM414</td>
<td>Multimedia Authoring 2</td>
</tr>
<tr>
<td>HAM415</td>
<td>Media Arts in Australia</td>
</tr>
<tr>
<td>HAM416</td>
<td>Radio Production and Criticism B</td>
</tr>
<tr>
<td>HAM424</td>
<td>New Media Production</td>
</tr>
<tr>
<td>HAM425</td>
<td>Key Cultural Issues in Media and Communication</td>
</tr>
<tr>
<td>HAM426</td>
<td>Communication Environments</td>
</tr>
</tbody>
</table>

Graduate Diploma program

Core Subjects (25 credit points each)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>HAM400</td>
<td>Media Work Experience/Placement</td>
</tr>
<tr>
<td>HAM412</td>
<td>Media Project</td>
</tr>
</tbody>
</table>

Note: The core subjects are taught over two semesters.

Elective Subjects (12.5 credit points each)

Choose four:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>HAL401</td>
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<tr>
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<tr>
<td>HAM414</td>
<td>Multimedia Authoring 2</td>
</tr>
<tr>
<td>HAM415</td>
<td>Media Arts in Australia</td>
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<tr>
<td>HAM416</td>
<td>Radio Production and Criticism B</td>
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<tr>
<td>HAM424</td>
<td>New Media Production</td>
</tr>
<tr>
<td>HAM425</td>
<td>Key Cultural Issues in Media and Communication</td>
</tr>
<tr>
<td>HAM426</td>
<td>Communication Environments</td>
</tr>
</tbody>
</table>

Masters program

Students complete the two core subjects and eight elective subjects or four elective subjects and a minor thesis.

Core Subjects (25 credit points each)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>HAM400</td>
<td>Media Work Experience/Placement</td>
</tr>
<tr>
<td>HAM412</td>
<td>Media Project</td>
</tr>
</tbody>
</table>

Note: The core subjects are taught over two semesters.

Elective Subjects (12.5 credit points each)

Choose two (one per semester):

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>HAL401</td>
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<tr>
<td>HAM411</td>
<td>Globalisation: Media and Telecommunications</td>
</tr>
<tr>
<td>HAM413</td>
<td>Multimedia Authoring 1</td>
</tr>
<tr>
<td>HAM414</td>
<td>Multimedia Authoring 2</td>
</tr>
<tr>
<td>HAM415</td>
<td>Media Arts in Australia</td>
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<td>Key Cultural Issues in Media and Communication</td>
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<tr>
<td>HAM426</td>
<td>Communication Environments</td>
</tr>
</tbody>
</table>

Minor Thesis (50 credit points)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>HAM506</td>
<td>Thesis (2 semesters part-time), OR</td>
</tr>
<tr>
<td>HAM507</td>
<td>Thesis (1 semester full-time)</td>
</tr>
</tbody>
</table>

Entry requirements

Applicants must satisfy the following requirements:

• Completion of an approved undergraduate degree from a recognised university or equivalent institution; or
• Other relevant experience which in the opinion of the Selection Committee is of a satisfactory standard and is suitable preparation for entry into the course.

Applicants who do not hold an appropriate qualification but who have relevant experience may initially be admitted to the Graduate Certificate level. Selection is made on the basis of the applicant’s suitability for the course as determined by an interview. Students are expected to be computer literate and to have Internet access outside of Swinburne.

Application procedure

Application forms can be obtained by downloading from the web at www.swinburne.edu.au/hed/postgrad/postgrad_application.pdf or by contacting the School of Social and Behavioural Sciences.

COMMERCIAL RADIO

N061 Graduate Diploma of Arts (Commercial Radio)

This course is designed for people who wish to pursue a career in commercial radio broadcasting. Students receive two semesters of intensive tuition in all aspects of commercial radio operations, with practical training in announcing and news presentation. Other areas covered include voice training, production, copywriting, news writing and presentation, sales and marketing, promotions,
music and programming, radio station management and computing skills. There is a strong focus on digital audio processing and control systems, using extensive computing facilities in studios and production areas. Broader issues are introduced including broadcasting ethics and codes of practice, media law and ownership, the impact of information technologies and audience research.

**Campus**

Hawthorn

**Career opportunities**

The Graduate Diploma in Commercial Radio has the full support of Commercial Radio Australia (CRA) and the industry is actively involved in lectures, seminars and workshops.

**Course duration**

One year (two semesters) full-time.

**Structure**

Students undertake eight subjects over two semesters.
- HAM441 Radio in Australia
- HAM442 Radio Presentation
- HAM443 Radio Journalism
- HAM444 Radio Marketing and Promotions
- HAM445 Radio Advertising Copywriting
- HAM446 Radio Production
- HAM447 Radio Broadcasting Practice
- HAM448 Radio Industry Placement

**Entry requirements**

A degree from a recognised tertiary institution or approved equivalent. Special entry is available to applicants who have substantial experience in radio or related media industries.

Selection is made on the basis of the applicant’s suitability for the course as determined by admission requirements and an interview. The personal qualities sought in applicants are a clear intention and desire to make commercial radio a career, and an ability to work co-operatively in a group. A clear speaking voice is essential.

Students are expected to be computer literate and are encouraged to have access to a computer and the internet outside Swinburne.

**Application procedure**

Applications are invited from residents of all States and Territories of Australia. Application forms can be obtained by downloading from the web at www.swinburne.edu.au/hed/postgrad/postgrad_application.pdf or by contacting the School of Social and Behavioural Sciences.

**COMMUNICATIONS**

N095 Master of Arts (Communications)

This course was developed to meet the demand of graduates, senior industry and government personnel, and international students for an advanced program in the field of media and communications. It provides students with specialised knowledge at the cutting edge of communications culture, improved research capabilities, and the development of a range of communications skills.

**Aims & Objectives**

The course sets out to provide:

- Theoretical and conceptual approaches to fields of debate in communication studies and the enhancement of practical skills.
- Exploration of subjects, research and production approaches highly relevant to contemporary society.
- Flexibility in terms of choice across streams of media and telecommunications policy analysis, cultural theory and textual analysis, production, writing and journalism, new communications technology, and marketing.
- Breadth of expertise which students can use in applied field work for themselves, or with an employer.
- Opportunities for close liaison with industry personnel, including program presentations by industry specialists, and industry based research.

**Campus**

Hawthorn

**Career opportunities**

Graduates find employment in media, information technology and telecommunications companies, as well as policy, advertising and education.

**Course duration**

One and a half years full-time or three years part-time.

**Structure**

The Master of Arts (Communications) comprises two core subjects plus electives/thesis subjects. In each semester a full-time load constitutes 50 credit points, and a part-time load constitutes 25 credit points.

The course provides students with the flexibility to meet particular needs. In addition to the two core subjects (50 credit points), students are required to complete either a coursework component (100 credit points), or a coursework component (50 credit points) and a minor thesis (50 credit points).

Students who choose the minor thesis have the option to write an academic dissertation or research report, case study or other form of industry-related, consultancy-based research. The nature of the examinable outcome of the thesis subject can be negotiated with the supervisor.

**Core subjects (50 credit points)**

- HAM507 Thesis (Full-time for one semester)
- HAM508 Thesis (Part-time for two semesters), OR
- Minor Thesis (50 credit points)

**Elective Subjects (100 credit points)**

- HAM505 Workplace Practice (25 credit points)
- HAM506 Thesis (Part-time for two semesters), OR
- HAM507 Thesis (Full-time for one semester)

**Core subjects (50 credit points)**

- HAM410 Electronic Writing (12.5 credit points)
- HAM413 Multimedia Authoring 1 (12.5 credit points)
- HAM414 Multimedia Authoring 2 (12.5 credit points)
- HAM415 Media Arts in Australia (12.5 credit points)
- HAM424 New Media Production (12.5 credit points)
- HAM505 Workplace Practice (25 credit points)
- HAM506 Thesis (Part-time for two semesters), OR
- HAM507 Thesis (Full-time for one semester)

**Elective Subjects (50 credit points)**

- HAM506 Thesis (Part-time for two semesters), OR
- HAM507 Thesis (Full-time for one semester)

**Minor Thesis (50 credit points)**

- HAM506 Thesis (Part-time for two semesters), OR
- HAM507 Thesis (Full-time for one semester)

**Entry requirements**

Applicants must satisfy the following requirements:

- Completed an approved undergraduate degree from a recognised university or equivalent institution; or
- Other qualifications or experience which in the opinion of the Selection Committee are of a satisfactory standard and are suitable preparation for entry into the course.
International applicants will also be required to have an IELTS score of 6.5 or higher with no bands less than 6.

Application procedure
Application forms can be obtained by downloading from the web at www.swinburne.edu.au/hed/postgrad/postgrad_application.pdf or by contacting the School of Social and Behavioural Sciences.

COUNSELLING PSYCHOLOGY

N0904 Master of Psychology in Counselling Psychology

The Master of Psychology in Counselling Psychology is designed for students who have completed a first degree and have completed a four year sequence of studies in psychology as well as having some counselling experience in an appropriate setting. The course is intended to prepare students for professional practice as counselling psychologists.

Aims & Objectives
There are many applications of Counselling Psychology. The course has been designed to:
- Teach generic skills and areas of knowledge which apply across the various areas of counselling psychology practice.
- Examine selected areas of practice which exemplify the delivery of counselling-related services to persons with particular needs.

Graduates will be able to:
- Assess the current level of psychosocial functioning of individuals, groups, couples and families and formulate appropriate helping interventions.
- Provide counselling help to individuals, groups, couples and families experiencing difficulties connected with relationships, education, careers, work, parenting, crises, and life-transitions.
- Evaluate and monitor the quality of helping services provided by a counselling services unit.
- Provide consulting help to individuals, organisations and community groups in relation to counselling matters.

Campus
Hawthorn

Career opportunities
Psychology Practice and related fields (Human Resources, Helping Professionals, Research).

Professional recognition
The course has been granted full accreditation as a fifth and sixth year course in psychology by the Australian Psychological Society. Graduates are eligible for registration as psychologists in Victoria, membership of the Australian Psychological Society and after appropriate supervised practice, full membership of the APS College of Counselling Psychologists.

Course duration
Four years part-time (evening program).

In exceptional circumstances, applications from international students (for two years full-time study) may be considered.

Structure
Currently, there are three course components: coursework (50%), supervised placements (25%), and an empirical research project (25%).

Four of the coursework subjects comprise advanced study in areas central to the practice of counselling psychology:
- Aspects of Professional Practice
- Diagnosis, Treatment and Referral
- Psychology of the Family
- Counselling Applications

Four of the coursework subjects comprise professional skill development training:
- Human Services Research and Evaluation
- Psychological Assessment
- Counselling Theory and Skills
- Professional, Ethical and Legal Issues

Students also participate in supervised work placements (HAY540, HAY541, HAY551, HAY545) in at least three separate practice settings. Initially students are placed at the Psychology Centre and following this choose two separate placements suitable in terms of their clientele and mode of service delivery.

Year 1
Semester 1
HAY530 Counselling Theory and Skills
HAY539 Psychological Assessment
Semester 2
HAY532 Human Services Research and Evaluation
HAY540 Counselling Placement A1

Year 2
Semester 1
HAY543 Professional, Ethical and Legal Issues
HAY549 Research Project (Counselling) A1
Semester 2
HAY537 Counselling Applications
HAY541 Counselling Placement A2

Year 3
Semester 1
HAY535 Diagnosis, Treatment and Referral
HAY551 Supervised Counselling Placement B1
Semester 2
HAY546 Research Project (Counselling) A2
HAY547 Psychology of the Family

Year 4
Semester 1
HAY545 Supervised Counselling Placement B2
HAY548 Research Project (Counselling) B1
Semester 2
HAY538 Aspects of Professional Practice
HAY550 Research Project (Counselling) B2

Entry requirements
A degree from a recognised tertiary institution (or approved equivalent) with a major in Psychology approved by the Australian Psychological Society and have completed a fourth year sequence of studies in psychology in a course or courses, also approved by the APS. Applicants should also have experience in face-to-face counselling or have completed formal training in counselling skills e.g. Lifeline, Carering. Equivalent overseas qualifications will also be considered.

Application procedure
Application forms can be obtained by downloading from the web at www.swinburne.edu.au/hed/postgrad/postgrad_application.pdf or by contacting the School of Social and Behavioural Sciences.

FAMILY THERAPY

N0811 Graduate Diploma of Social Science (Family Therapy)

Training in Family Therapy develops systemic thinking and understanding of complex social/relational processes including the emotional impact of social groups and family life on individual mental health and well being. Competency in systemic thinking and practices allows students to contribute to and facilitate change processes in social contexts and has direct applications across a broad range of work places and client populations. Case work with families, family sensitive practise and collaborative partnerships with families in social service, education and mental health service provisions are all underpinned by the ideas and skills of Family Therapy.
Aims & Objectives
The philosophy underpinning this training program presumes that therapeutic
competence is increased when the therapist has a flexible variety of options for
the therapeutic context. The systemic emphasis of this training program is
complementary to, and is enriched by other therapeutic methodologies, whether
intrapsychic or interpersonal, so that other therapeutic approaches are integrated
rather than excluded as the student is encouraged to focus on the clinical skills
of working with human systems.
This course provides advanced level Family Therapy skills training, theoretical
knowledge in family systems and builds on the students' existing counselling
experience and training. Each student is expected to formulate their own learning
plan and during the course will reflect on and articulate their individual
development as qualified family therapists or more generalist workers within the
family setting.

Campus
All classes are conducted at:
Williams Road Family Therapy Centre
3 Williams Road Windsor Vic 3181
OR
Barwon Health - Swanston Centre
Cnr Myers Road and Swanston Street Geelong Vic 3220

Career opportunities
Counselling, Psychotherapy, Human Resources, Management.

Professional recognition
The course is accredited by the Victorian Association of Family Therapy (VAFT), and
its completion counts towards the VAFT Clinical Membership. The clinical
membership (VAFT) entitles students to apply for a registration as a counsellor with
the Psychotherapy and Counselling Federation of Australia (PACFA).

Course duration
Two years part-time

Structure
The Graduate Diploma in Family Therapy totals 100 credit points, comprising ten
subjects. Subjects at Stage 1 and 2 normally carry 12.5 or 6.25 credit points. In
each year, 50 credit points (25 credit points each semester) constitutes a part-time
load.

Year 1
Semester 1
HAW410 Family Therapy Theory 1
HAW411 Family Therapy Application 1
Semester 2
HAW412 Family Therapy Theory 2
HAW413 Family Therapy Application 2

Year 2
Semester 1
HAW420 Special Issues in Family Therapy 1
HAW421 Family Therapy Application 3
HAW422 Clinical Supervision 1
Semester 2
HAW423 Special Issues in Family Therapy 2
HAW424 Family Therapy Application 4
HAW425 Clinical Supervision 2

Entry requirements
Applicants must satisfy the following requirements:
• An undergraduate degree in the health or social sciences from a recognised
  Australian university, or equivalent qualifications.
• Training or experience in counselling psychotherapy for a minimum of one
  year.

• Normally work in a setting where they will take case responsibility for
  families and/or individuals.
Selection is made on the basis of the applicant's suitability for the course as
determined by an interview, referee reports, and upon completion of a four-day
introductory course to Family Therapy.

Application procedure
Application forms can be obtained by downloading from the web at:
www.swinburne.edu.au/hed/postgrad/postgrad_application.pdf or by contacting
the School of Social and Behavioural Sciences or Williams Road Family Therapy
Centre.

HEALTH PSYCHOLOGY

N0905  Master of Psychology in Health Psychology
The program is designed to provide a broad range of professional skills which
reflect the diversity of practice in health psychology. Graduates are eligible for
registration as psychologists in Victoria, membership of the Australian
Psychological Society, and after appropriate supervised practice, membership of
the APS College of Health Psychologists.
Prospective students may also wish to consider the Professional Doctorate of
Psychology (Health Psychology) program.

Aims & Objectives
The objectives of the course are:
• To provide core professional skills relevant to practicing psychologists.
• To provide specialist knowledge in the field of health psychology.
• To provide practical experience in a variety of health-related settings.
• To consolidate research skills through the experience of conducting a research
  project.

Graduates will be able to:
• Engage in counselling and rehabilitation of clients with health problems.
• Train and counsel health professionals.
• Develop and deliver health promotion and education programs.
• Evaluate health care programs.
• Contribute to the formulation of public health policy.
• Consult with government, community, and business organisations.
• Conduct health-related research.

Campus
Hawthorn

Career opportunities
Health psychologists may engage in health research, health promotion, disease
prevention, health care interventions, education, rehabilitation, and public health
policy formulation.

Professional recognition
Graduates will be eligible for full registration of the Victorian Psychologists
Registration Board. Graduates will also be eligible for full membership of the
Australian Psychological Society and after appropriate supervised practice, full
membership of the APS College of Health Psychologists.

Course duration
Four years part-time.
In exceptional circumstances, applications from international students (for two
years full-time study) may be considered.

Structure
The structure of the program follows the guidelines of the Australian Psychological
Society. Currently, there are three course components: coursework (50%),
placements (25%) and an empirical research project (25%).
Four of the coursework subjects comprise advanced study in areas central to the
practice of health psychology:
• Foundations of Health Psychology.
Entry requirements

A degree from a recognised tertiary institution (or approved equivalent) with a major in Psychology approved by the Australian Psychological Society and a fourth year sequence of studies in psychology in a course or courses also approved by the APS and relevant experience. Equivalent overseas qualifications will also be considered.

Application procedure

Application forms can be obtained by downloading from the web at www.swinburne.edu.au/hed/postgrad/postgrad_application.pdf or by contacting the School of Social and Behavioural Sciences.

HUMAN SERVICES - COUNSELLING

N0705 Graduate Certificate of Social Science (Human Services - Counselling)

N0805 Graduate Diploma of Social Science (Human Services - Counselling)

These programs provide students with training in the theory and practice of counselling. They offer an alternative to the Postgraduate Diploma of Psychology which is only available to students with a three year, Australian Psychological Society (APS) accredited sequence in psychology.

The courses are designed to meet the needs of people currently employed in the human services e.g. mental health, general health care, education, law and mediation and the public service. Students are taught a range of counselling skills that can be applied across work settings and client types.

Aims & Objectives

The courses are designed to provide graduates with:

- Training in basic counselling theory and skills.
- An introduction to the ethical dilemmas faced and ethical conduct required by counsellors in human services industries.
- Training in the theory and practice of helping people with addiction problems.
- An understanding of the special needs of particular population groups and assessment issues such as suicide and dangerousness risk (Grad. Dip. only).
- Advanced counselling skills (Grad. Dip. only).
- Training in the specialised skill of trauma, loss and grief counselling (Grad. Dip. only).

Campus

Hawthorn

Career opportunities

The courses are primarily designed to give people counselling skills to use within the human services industry in which they may already be employed e.g. health, education, pastoral care, welfare etc. For this reason, selection is biased towards those already working within such industries.

Professional recognition

The Graduate Diploma of Social Science (Human Services - Counselling) seeks to meet the minimum training standards of the Psychotherapy and Counselling Federation of Australia (PACFA), with the exception of the requirement for 50 hours of supervision in counselling practice, which may be completed by students following the course.

PACFA is not currently involved in the formal accreditation of counselling courses, but has plans to do so in the future. When such accreditation procedures are established, this course will be submitted for approval.

Course duration

Graduate Certificate: One year (two semesters) part-time.
Graduate Diploma: Two years (four semesters) part-time.

Structure

The Graduate Diploma of Social Science (Human Services - Counselling) is a nested program incorporating the Graduate Certificate of Social Science (Human Services - Counselling).

The Graduate Certificate program consists of 50 credit points, comprising four subjects. Students normally enrol for two subjects per semester on a part-time basis. The subjects all carry 12.5 credit points. Each semester is of 12 weeks duration. In 2004, it is anticipated that both day and evening programs will be offered.

Students who successfully complete the Graduate Certificate may exit the program with that qualification, or progress to the Graduate Diploma.

The Graduate Diploma program consists of 100 credit points, comprising seven subjects. In each year, 50 credit points (25 credit points each semester) constitutes a part-time load. Subjects normally carry 12.5 credit points except in the case of HAYC422 Trauma, Loss and Grief Counselling and HAYC423 Supervised Practice which are 25 credit points each.
Stage 1 (Graduate Certificate/Graduate Diploma)

HAYC10  Ethical and Social Issues for Counsellors
HAYC11  Foundations of Counselling 1
HAYC12  Addiction Counselling
HAYC13  Foundations of Counselling 2

Stage 2 (Graduate Diploma)

HAYC20  Issues for Special Population Groups
HAYC21  Advanced Counselling
HAYC22  Trauma, Loss and Grief Counselling (25 credit points), OR
HAYC23  Supervised Practice (25 credit points)

Entry requirements
A minimum three-year degree from an Australian university or approved equivalent. Whilst no specific area of study is required as a prerequisite, preference may be given to those with experience in human services. Selection is based on an interview and the applicant’s suitability for the course as determined by academic and work experience, referee reports, and the stated reasons for wishing to undertake the program.

Application procedure
Application forms can be downloaded at www.swinburne.edu.au/hed/postgrad/postgrad_application.pdf or contact the School of Social and Behavioural Sciences.

PSYCHOLOGY

N0812  Postgraduate Diploma of Psychology

This course is designed for students who have completed a first degree with a three-year major sequence of studies in psychology, in a course (or courses) approved by the Australian Psychological Society. The program is intended to complete students’ foundation studies in psychology as a science and profession.

The course is designed to prepare students to enter the profession by meeting the educational requirements for registration as a probationary psychologist and for Associate Membership of the Australian Psychological Society.

The course ensures that all students develop basic competencies in research design and analysis, and an understanding of the ethical, legal and social responsibilities of the psychologist, the role of the Registration Boards and the Australian Psychological Society.

Students may explore topics of particular interest by choosing elective subjects.

Aims & Objectives
The course has the following objectives:

• To enable students to understand and apply psychological principles in practical settings.
• To enable students to acquire knowledge of social and behavioural science research design and analysis.
• To extend skills in formulating research problems, gathering and analysing data, interpreting and communicating research findings.
• To enable students to acquire advanced knowledge in selected topic areas within psychology and applied psychology, building upon and extending basic undergraduate preparation.
• To provide students with an understanding of the nature of psychology as a profession, the ethical, legal and social responsibilities of the psychologist, and the role of the Registration Boards and the Australian Psychological Society.
• To prepare students for entry level work as psychologists-in-training under supervision in occupational fields such as applied social research, the human services, and human resources.

Campus
Hawthorn

Career opportunities
Psychologists work in a wide range of areas including the helping professions, training and human resource management.

Professional recognition
Associate Membership of the Australian Psychological Society, registration as a Probationary Psychologist with the Psychologists Registration Board of Victoria.

This course is recognised and accredited by the Australian Psychological Society as a fourth year of study in Psychology.

Course duration
One year full-time or two years part-time.

Structure
The course can be completed in one year of full-time study extending across two semesters. In the first semester students are involved in approximately twelve hours of class contact time per week. In the second semester students are involved in approximately five hours of weekly class time. Students also consult regularly with an academic supervisor about their research project.

The course can also be completed in two years of part-time study extending over four semesters. In the first semester students are involved in approximately six hours of class contact time per week, five hours in second semester, six hours in third semester, and no class contact in fourth semester. Students are also involved in regular consultations with an academic supervisor about their research project.

Course subjects

Core Subjects
HAY452  Thesis A
HAY453  Advanced Quantitative Methods
HAY454  Psychological Assessment
HAY456  Thesis B
HAY457  Ethical and Professional Issues

Elective Subjects
HAY455  Applied Social Psychology (subject to availability)
HAY456  Counselling Psychology
HET738  Neuropsychology Methods

Entry requirements
A degree from a recognised tertiary institution (or approved equivalent) with a major in Psychology approved by the Australian Psychological Society. It is expected that students have basic competence in computer and keyboard skills, including familiarity with SPSS.

Application procedure
Application forms can be obtained by downloading from the web at www.swinburne.edu.au/hed/postgrad/postgrad_application.pdf or by contacting the School of Social and Behavioural Sciences.

Non-Swinburne applicants are required to complete and lodge an additional supplementary information form which can be obtained from the School.

TECHNICAL COMMUNICATION

N0750  Graduate Certificate of Social Science (Technical Communication)
N0850  Graduate Diploma of Social Science (Technical Communication)

Technical communicators are specialists who produce clearly written, well-structured documents about complex concepts and products, including computer software.

The courses are designed to develop the understanding and skills of students new to technical communication, as well as to enhance the expertise of people already working in the field. The courses have been developed in association with the Australian Society for Technical Communication (Vic) Inc. (ASTC).

Aims & Objectives
In these courses, students will learn:

• The role of technical communicators.
• Strong written and verbal communication skills.
• Clear and practical ways to approach technical communication assignments.
All applicants are required to submit a resume, including at least two academic or industry work. Applicants in this latter category are required to submit an example of their industry work. A degree from a recognised tertiary institution or at least two years relevant industry experience, which the Selection Committee deems to be of a satisfactory standard for entry into the program. Entry requirements

- Excellent writing and editing skills.
- Analytical and problem-solving skills.
- How to create Online Help and other technical documents.
- Web design and content management (Grad. Dip. only).
- How to enhance product design and usability (Grad. Dip. only).
- Project management skills (Grad. Dip. only).

As part of their coursework, students will develop a folio of work to take to job interviews.

**Campus**

Hawthorn

**Career opportunities**

The Technical Communication programs provide a broad range of skills valued by employers across a range of industries, sectors and departments including:
- Software and hardware development
- Forestry, mining and other primary industries
- Finance
- Law
- Infrastructure departments
- Publishing
- Management consultancy
- Department of Defence.

Technical communicators with project management skills are particularly valued. For further information on career opportunities visit the ASTC website: www.astcvic.org.au

**Professional recognition**

The Technical Communication programs have been developed in close consultation with the ASTC and have their support. Leading figures from the industry also serve on the course advisory committee.

**Course duration**

Graduate Certificate: One year part-time
Graduate Diploma: Two years part-time.

**Structure**

The Graduate Diploma of Social Science (Technical Communication) incorporates the Graduate Certificate. Students who successfully complete the Graduate Certificate may exit the program with that qualification, or progress to the Graduate Diploma. Students normally enrol for two subjects per semester on a part-time basis. Classes will normally be offered in the evening.

**Year 1 (Graduate Certificate/Graduate Diploma)**

HATC410 Effective Communication
HATC411 Developing Technical Documents
HATC412 Software for Technical Communicators
HATC413 Developing Online Help

**Year 2 (Graduate Diploma)**

HATC420 Developing Web Sites
HATC421 Usability and User-centred Design
HATC422 Managing a Documentation Project
HATC423 Documentation Project

**Entry requirements**

A degree from a recognised tertiary institution or at least two years relevant industry experience, which the Selection Committee deems to be of a satisfactory standard for entry into the program. Applicants in this latter category are required to submit an example of their industry work.

All applicants are required to submit a resume, including at least two academic or professional referees.

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**Application procedure**

Application forms can be obtained by downloading from the web at www.swinburne.edu.au/hed/postgrad/postgrad_application.pdf or by contacting the School of Social and Behavioural Sciences.

**PROFESSIONAL DOCTORATES**

**N008 Professional Doctorate of Psychology (Counselling Psychology)**

This course gives candidates the opportunity to develop professional and research skills in Counselling Psychology. The major component of the program (70%) involves a substantial research project, and reporting this research in the form of a thesis. Normally the thesis is 40,000-60,000 words in length, not including appendices and references. A research topic must be mutually agreed upon by the candidate and a member of staff in the psychology discipline who is qualified to supervise the research.

**Campus**

Hawthorn

**Career opportunities**

Opportunities exist for careers in counselling psychology in hospitals, community welfare organisations, research organisations, and private practice.

**Professional recognition**

The DPsych (Counselling Psychology) has been granted full accreditation as a fifth and sixth year course in psychology by the Australian Psychological Society (APS). It is also approved by the APS College of Counselling Psychologists.

**Course duration**

Four years full-time or eight years part-time.

**Structure**

Candidates undertaking the program will complete the coursework components; 1500 hours of placement and their major thesis. Graduates will be highly skilled in research and professional practice in the area of counselling psychology.

**Full-time structure**

**Year 1**

**Semester 1**

HAY630 Counselling Theory and Skills
HAY639 Psychological Assessment
HAY648 Research Project (Counselling) A

**Semester 2**

HAY632 Human Services Research and Evaluation
HAY640 Counselling Placement A1
HAY649 Research Project (Counselling) B

**Year 2**

**Semester 1**

HAY635 Diagnosis, Treatment and Referral
HAY643 Professional, Ethical and Legal Issues
HAY650 Research Project (Counselling) C

**Semester 2**

HAY637 Counselling Applications
HAY641 Counselling Placement A2
HAY651 Research Project (Counselling) D

**Year 3**

**Semester 1**

HAY646 Supervised Counselling Placement B1
HAY652 Research Project (Counselling) E

**Semester 2**

HAY638 Aspects of Professional Practice
HAY645 Supervised Counselling Placement B2
HAY647 Psychology of the Family
HAY653 Research Project (Counselling) F

Year 4
Semester 1
HAY654 Research Project (Counselling) G
Semester 2
HAY655 Research Project (Counselling) H

Part-time structure
Year 1
Semester 1
HAY630 Counselling Theory and Skills
HAY657 Research Project (Counselling) A1
Semester 2
HAY632 Human Services Research and Evaluation
HAY658 Research Project (Counselling) A2

Year 2
Semester 1
HAY639 Psychological Assessment
HAY659 Research Project (Counselling) B1
Semester 2
HAY640 Counselling Placement A1
HAY660 Research Project (Counselling) B2

Year 3
Semester 1
HAY643 Professional, Ethical and Legal Issues
HAY661 Research Project (Counselling) C1
Semester 2
HAY641 Counselling Placement A2
HAY662 Research Project (Counselling) C2

Year 4
Semester 1
HAY635 Diagnosis, Treatment and Referral
HAY663 Research Project (Counselling) D1
Semester 2
HAY637 Counselling Applications
HAY664 Research Project (Counselling) D2

Year 5
Semester 1
HAY646 Supervised Counselling Placement B1
HAY665 Research Project (Counselling) E1
Semester 2
HAY647 Psychology of the Family
HAY666 Research Project (Counselling) E2

Year 6
Semester 1
HAY667 Research Project (Counselling) F1
Semester 2
HAY645 Supervised Counselling Placement B2
HAY668 Research Project (Counselling) F2

Year 7
Semester 1
HAY669 Research Project (Counselling) G1
Semester 2
HAY638 Aspects of Professional Practice

Year 8
Semester 1
HAY670 Research Project (Counselling) G2

Entry requirements
Applicants must hold a degree from a recognised tertiary institution (or approved equivalent) with a major in psychology plus a fourth year (at least at H2A level) approved by the Australian Psychological Society.

Application procedure
Application forms can be obtained by downloading from the web at www.swinburne.edu.au/hed/postgrad/postgrad_application.pdf or by contacting the School of Social and Behavioural Sciences. Applicants are required to lodge supplementary information.

N009 Professional Doctorate of Psychology (Health Psychology)

This course gives candidates the opportunity to develop professional and research skills in Health Psychology. The major component of the program (70%) involves the student undertaking a substantial research project, and reporting this research in the form of a thesis. Normally the thesis is 40,000-60,000 words in length, not including appendices and references. A research topic must be mutually agreed upon by the candidate and a member of staff in the psychology discipline who is qualified to supervise the research.

Campus
Hawthorn

Career opportunities
Opportunities exist for careers in health psychology in hospitals, community welfare organisations, research organisations and private practice.

Professional recognition
The DPsych (Health Psychology) has been granted full accreditation as a fifth and sixth year course in psychology by the Australian Psychological Society (APS). It is also approved by the APS College of Health Psychologists.

Course duration
Four years full-time or eight years part-time.

Structure
Candidates undertaking the program will complete the coursework components, 1500 hours of placement and their major thesis. Graduates will be highly skilled in research and professional practice in the area of health psychology.

Full-time structure
Year 1
Semester 1
HAY630 Counselling Theory and Skills
HAY639 Psychological Assessment
HAY674 Research Project (Health) 1
Semester 2
HAY631 Foundations of Health Psychology
HAY632 Human Services Research and Evaluation
HAY675 Research Project (Health) 2

Year 2
Semester 1
HAY633 Health Placement A1
HAY643 Professional, Ethical and Legal Issues
HAY676 Research Project (Health) 3
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<td>Counselling Theory and Skills</td>
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<td>Foundations of Health Psychology</td>
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<td>Professional, Ethical and Legal Issues</td>
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<td>Research Project (Health) 1B</td>
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<td>Semester 2</td>
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<td>Human Services Research and Evaluation</td>
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| Year 6    |         |                                       |                      |
| Semester 1| HAY689  | Research Project (Health) 5B           |                      |
| Semester 2| HAY680  | Research Project (Health) 6            |                      |
| Year 7    |         |                                       |                      |
| Semester 1| HAY691  | Research Project (Health) 7A           |                      |
| Semester 2| HAS601  | Public Health Policy, or               |                      |
|           | HAY636  | Culture, Gender and Health             |                      |
|           | HAY682  | Research Project (Health) 8A           |                      |
| Year 8    |         |                                       |                      |
| Semester 1| HAY693  | Research Project (Health) 7B           |                      |
| Semester 2| HAY694  | Research Project (Health) 8B           |                      |

Note: Due to timetable constraints, subject availability may vary slightly from year to year.

**Entry requirements**

Applicants must hold a degree from a recognised tertiary institution (or approved equivalent) with a major in psychology plus a fourth year (at least at H2A level) approved by the Australian Psychological Society.

**Application procedure**

Application forms can be obtained by downloading from the web at www.swinburne.edu.au/hed/postgrad/postgrad_application.pdf or by contacting the School of Social and Behavioural Sciences. Applicants are required to lodge supplementary information.

**HIGHER DEGREES**

**NO90   Master of Arts (by research)**

The School of Social and Behavioural Sciences offers the degree of Master of Arts (by research). The Policy for the degree of Master (by research) sets out the regulations governing this qualification. See website: www.swinburne.edu.au/research/postgrad.htm

**Campus**

Hawthorn

**Course duration**

The expected normal duration of candidature is two years full-time or four years part-time.

**Structure**

Candidates carry out a program of research, investigation or development involving the submission of a substantial major thesis embodying the results of that program and presented as a coherent whole work.

**Entry requirements**

Applicants should have a Bachelor of Arts (Honours) degree or the equivalent of four years of undergraduate study in a discipline appropriate to the proposed area of study. The level of academic achievement in prior studies must be of a high standard. Other relevant experience, including work experience, will be taken into account in assessing applications.

**Application procedure**

Intending applicants should approach the Head of the relevant discipline or the School Research Coordinator to identify staff who may be appropriate and available to supervise the proposed project. Information about staff research expertise is available on the School website at: www.swinburne.edu.au/sbs. An
application can proceed only if a staff member with suitable expertise is available and willing to supervise the project. Candidature application forms are available at: www.swinburne.edu.au/research/postgrad.htm

N001 Doctor of Philosophy (Arts)
The School offers the degree of Doctor of Philosophy on a full-time or part-time basis. A candidate may be required to undertake preliminary coursework as part of the candidature. The Policy for the degree of Doctor of Philosophy sets out the regulations governing this qualification. Prospective candidates should access the website www.swinburne.edu.au/sbs. An Intending applicants should approach the Head of the relevant discipline or the School Research Coordinator to identify staff who may be appropriate and available to supervise the proposed project. Information about staff research expertise is available on the School website www.swinburne.edu.au/sbs. An application can proceed only if a staff member with suitable expertise is available and willing to supervise the project. Candidature application forms are available at: www.swinburne.edu.au/research/postgrad.htm

Campus
Hawthorn

Course duration
The expected normal duration of candidature is 3.5 years full-time or 7 years part-time.

Structure
Candidates carry out a program of research, investigation or development involving the submission of a substantial major thesis embodying the results of that program and presented as a coherent whole work. For further information, refer to the Policy for the degree of Doctor of Philosophy at www.swinburne.edu.au/research/postgrad.htm

Entry requirements
Applicants should have a 1st class or upper 2nd class honours degree or equivalent in a discipline appropriate to the proposed area of study. The level of academic achievement in prior studies should be of a very high standard. Other relevant activities, including work experience, will be taken into account in assessing applications.

Application procedure
Intending applicants should approach the Head of the relevant discipline or the School Research Coordinator to identify staff who may be appropriate and available to supervise the proposed project. Information about staff research expertise is available on the School website www.swinburne.edu.au/sbs. An application can proceed only if a staff member with suitable expertise is available and willing to supervise the project. Candidature application forms are available at: www.swinburne.edu.au/research/postgrad.htm

Swinburne, Lilydale
The Lilydale campus of Swinburne University was officially opened in 1997 to service the educational needs of those living in the outer eastern region of Melbourne. The campus has grown rapidly since, with a range of postgraduate programs in the areas of Business and Social Science.

Swinburne, Lilydale’s mission is to inspire and assist individuals to develop their capabilities to the highest potential for personal growth and fulfilment, and for effective participation in the community; to advance, and to further the application of, knowledge and understanding for the benefit of society.

Studying at Swinburne, Lilydale offers a unique educational experience with a flexible approach to learning via online lectures, learning guides and easy access to academics via telephone or email.

Further information
Contact Swinburne, Lilydale +61 3 9215 7000

PSYCHOLOGY

L083 Graduate Diploma of Social Science (Psychological Studies)
This postgraduate program provides students with an introduction to psychology at three levels. At the first level, students are introduced to a range of topics in psychology and experimental design and analysis. At the second and third level, subjects follow up on some of these areas in more detail. At the third level, attention is also given to vocational skills and knowledge relevant to applied fields.

Aims & Objectives
The course aims to:
• Provide an opportunity for students who have a degree in another discipline to study Psychology without having to do an entire second degree.
• Provide an opportunity for students to gain basic knowledge in Psychology and to apply this knowledge in their current profession.
• Open the possibility for students to change their career and become a Psychologist. This award is the first step along this path.

This course enables students to learn about:
• Human behaviour and performance.
• How to formulate research questions, collect, analyse and interpret research data, and to write research reports.
• Psychology as a profession.

Campus
Lilydale

Career opportunities
The psychology major, combined with appropriate subjects, can lead to career opportunities in a range of organisations to work as human resource managers, marketing and advertising personnel, information processing professionals, educational psychologists and research officers. Further studies in areas of professional psychology such as clinical, counselling, organisational, forensic, developmental, health, human factors and sports psychology can lead to a wide range of career opportunities.

Professional recognition
The Graduate Diploma of Social Science (Psychological Studies) is accredited by the Australian Psychological Society (APS).

Course duration
Three years part-time.

Structure
The Graduate Diploma of Social Science (Psychological Studies) consists of eleven subjects each worth 12.5 credit points. The workload in each subject is expected to be approximately 160 hours of study. This includes 3-4 hours of formal classes per week (virtual or real) and all other learning activities (independent study, on-line, external research exercises).
The School of Business and eCommerce is a large and highly regarded provider of a wide range of business services programs. Over 200 staff, selected for industry experience, teaching skills and initial and postgraduate qualifications are involved in delivering our programs. Its five departments provide training and consulting directly to enterprises and work across the Eastern region to provide accessible, high quality education and training program to our on-campus students.

Swinburne has a long history of working in partnership with industry and delivering programs in the workplace. Our Business Enterprise Centre provides specialist training, advice and support for Small Business, and other departments are working with a broad range of private businesses and public organisations to increase the skills and qualifications of employees. Our workplace training programs use a mixture of action learning, seminars and workshops, online learning and self-paced print materials to best meet the client’s needs.

Further information
Contact the School of Business and eCommerce on:
Telephone: +61 3 9214 5329
Email: tafebus@groupwise.swin.edu.au
Website: www.tafe.swin.edu.au/buscom

APPLIED BUSINESS

0046GAB Graduate Certificate in Applied Business

This postgraduate course has been designed to meet the needs of mature age students who wish to broaden the skills already gained in an undergraduate program, or who want to develop vocational knowledge and skills in a new professional area.

Campus
Hawthorn

Course duration
Six months full-time or one year part-time.

Structure
The course consists of four compulsory subjects, with each subject consisting of a number of modules.

Course subjects
Marketing
Management
Global Trading Issues
Tools for Quantitative Analysis

Entry requirements
A degree or diploma from a recognised tertiary institution, or approved equivalent.

Application procedure
Contact the course convenor: Jacqueline Tulk
Telephone: +61 3 9214 5107
Facsimile: +61 3 9818 3658
Email: j.tulk@swin.edu.au
International students should contact the International Student Unit on +61 3 9214 8647 or visit the website at: www.swinburne.edu.au/isu
EXECUTIVE ADMINISTRATION

0046BEAA Graduate Certificate of Business (Executive Administration)

The Graduate Certificate of Business (Executive Administration) has been designed to meet the needs of students who want to develop vocational knowledge and skills in the professional area of executive administration. The course is targeted to:

- Individuals currently working in a secretarial/office environment who wish to expand their knowledge and skills to enable promotion to personal/executive assistant positions;
- Executive assistants wanting to strengthen their knowledge and skills, and gain formal recognition of these skills by attaining a high level specialist qualification;
- Graduate and undergraduate students in related studies wanting to broaden their knowledge and skill set by attaining a higher qualification.

The course aims to provide high level business knowledge with practical skill applications which are relevant to executive assistants working directly for senior managers. The four core subjects address sound management principles, high level administration skills and knowledge, and advanced information technology skills. A diverse range of subjects are offered for the elective component which allows students to specialise in a particular skill or interest area.

Aims & Objectives

At the completion of the program it is expected that graduates will be able to:

- Understand the role of the Executive Assistant and the value of a personal profile in that role.
- Work in, build and manage a successful team.
- Use tools, resources and software (Microsoft Project) to plan and manage a project.
- Make business presentations and speeches with confidence and professional effect.
- Use and manage office information and technology.
- Apply the principles of business ethics to the workplace.
- Utilise the high level features of the suite of Microsoft Office XP software (Word, Access, Excel, Powerpoint) to achieve business goals.
- Apply the principles of good instructional design to plan, author, publish and present a business website.
- Understand the impact of organisational structure, design and culture, and environmental constraints on the modern workplace.
- Investigate the value of sound planning, decision-making, leadership and communication skills in achieving business goals.
- Adapt to new, changing and innovative ways of doing business and contribute to new business ventures.

Campus

Online/Prahran

Professional recognition

Graduates may be eligible for membership of the Institute of Professional Secretaries and Administrators.

Course duration

One year part-time.

Electives (choose one)

- eBusiness and Communication Project (online)
- The eBusiness Environment (online)
- Managing the Transition to eBusiness (online)
- Business Information Systems and Technology for Managers (online)
- Designing Multimedia Presentations for Business (online)
- Communication and Electronic Culture (online)
- Employee Relations
- Marketing
- Global Trading Issues

Entry requirements

A diploma, advanced diploma or degree from a recognised tertiary institution, or equivalent, or be of mature age with relevant work experience and be able to demonstrate an ability to meet course demands.

Application procedure

Contact the course convenor: Kathy Thomas
Telephone: +61 3 9214 6887
Email: kthomas@swin.edu.au

International students should contact the International Student Unit on +61 3 9214 8647 or visit the website at: www.swinburne.edu.au/isu

FOOD, WINE AND TOURISM MARKETING

0046FWTM Graduate Certificate of Business (Food, Wine and Tourism Marketing)

This course aims to provide students with the knowledge and understanding to apply marketing and management principles to the food, wine and tourism marketing industry within Australia and internationally. Graduates will have the knowledge which will enable them to be responsible for the management of marketing, management concepts and practices, developing, implementing and maintaining strategic competitive advantage. Such knowledge will be able to be applied to a variety of contexts within the food, wine and tourism marketing industry.

Campus

Hawthorn

Career opportunities

Employment in the food, wine and tourism marketing industry; one of the fastest growing industries in Australia.

Course duration

One year part-time.

Course subjects

- Marketing
- Business Start-Up and Development
- Management Principles and Practices
- Global Marketing Issues

Entry requirements

A degree or diploma in any discipline from a recognised tertiary institution with three years relevant experience in a managerial or similar position, or five years relevant experience in a managerial or similar position without a degree or diploma.

Application procedure

Contact the course convenor: Jacqueline Tulk
Telephone: +61 3 9214 5107
Facsimile: +61 3 9818 3658
Email: jtulk@swin.edu.au

Swinburne University of Technology | Postgraduate Course Handbook 2004
HUMAN RESOURCE MANAGEMENT

5801BA Graduate Certificate in Human Resource Management

The Graduate Certificate in Human Resource Management will appeal to people from diverse business backgrounds who have a common goal – to gain a tertiary qualification in order to improve their management skills and business prospects. The course provides the skills needed for effective human resource management. It can also be viewed as the first step in the on-going process of postgraduate management education.

Campus
Hawthorn

Professional recognition
The course is recognised by the Australian Human Resources Institute (AHRI).

Course duration
One year (two semesters) part-time, or one semester full-time.

Structure
The Graduate Certificate is based on two semesters of twelve weeks duration. Each subject has two hours of class time per week, plus one Saturday workshop. Classes are held Tuesdays to Thursdays between 5.30 pm to 9.30 pm. International students are expected to complete this course in one semester.

The Graduate Certificate can also be undertaken as the first year of a two-year Graduate Diploma of Business (Human Resource Management), which involves a further four subjects, or as the first year of a three-year Master of Business (Human Resource Management), which involves a further nine subjects. The program may also be run ‘in-house’ for organisations where minimum of fourteen candidates are available.

Course subjects
HRM001 Performance and Reward Management
HRM002 Employee Relations
OH200 Recruitment and Selection
OH300 Human Resource Development

Entry requirements
A degree or diploma with at least three years work experience, or managers without a qualification but with considerable relevant experience (at least five years) and a level of responsibility in industry or business.

Application procedure
Application forms are available from the Course Administrator on +61 3 9214 5329 or the Program Manager on 9214 5393.

QUALITY MANAGEMENT

0046QLM Graduate Certificate in Quality Management

This course enables participants to manage and control the planning, initiation, control, installation and auditing of QM programs. The course addresses the ISO9000 in 2000 standards for quality and incorporates the criteria for the Australian Quality Awards. The program develops core leadership, teamwork and management competencies required by contemporary Quality Managers and their organisations. The course is applicable to large and small organisations in manufacturing, health, service, and semi-government. The course can also be run ‘in-house’ for organisations where minimum of fourteen candidates are available.

Aims & Objectives
To provide students with a curriculum, conditions and suitably qualified lecturers to impart the knowledge and skills that will equip them to be leading proponents of Quality Management at a senior level in any environment. In achieving this aim the credibility and reputation of Swinburne University will be further enhanced in the teachings of Quality.

Campus
Hawthorn

Career opportunities
Quality Management, Manufacturing Management, Health.

Professional recognition
Member of Australian Quality Council

Course duration
One year part-time or one semester full-time.

Course subjects
F0046QM1 Management Responsibilities
F0046QM2 Process Management
F0046QM3 Management Analysis & Improvement
F0046QM4 Resource Management

Entry requirements
A degree from a recognised tertiary organisation or Certificate IV in Quality with some practical experience in Quality Management. A Senior Quality Manager with 3–5 years experience in the discipline will also be accepted. International students require an English language level of 6.0 IELTS.

Application procedure
Contact the School of Business and eCommerce to obtain an application form on +61 3 9214 5329. International students should contact the International Student Unit on +61 3 9214 8847 or visit the website at: www.swinburne.edu.au/isu

SMALL BUSINESS MANAGEMENT

0046SBUS Graduate Certificate of Business (Small Business Management)

The course has been designed to meet the needs of small business owners, operators, and prospective business owners and business consultants, essentially to educate participants on the requirements of small business and to enhance participants’ chances of success in their chosen business field.

Campus
Hawthorn

Career opportunities
On completion of the course, students should possess an improved job and/or business performance and a greater awareness of the inherent challenges associated with being in small business.

Course duration
Two semesters part-time.

Structure
The course is offered on a part-time basis over 12 months. It is expected that the course be completed in one semester of equivalent full-time study, or two semesters part-time study. Students need to attend in-class for 4 hours per week. In addition to the in-class contact hours, students are expected to spend at least two hours for each contact hour in undertaking reading, research and the completion of assignments and case studies.

The course consists of three compulsory subjects, each has a set number of modules and one elective subject. The elective can be one specifically designed for this course, or can be chosen from any subject within the existing suite of graduate modules and one elective subject. The elective can be run ‘in-house’ for organisations where minimum of fourteen candidates are available.

Course subjects
0046SSB001 Finance for Small Business
0046SSB002 Managing Your Business Efficiently
0046SSB003 Business Start Up and Development
0046SSB004 Information Technology

0046SSB005 Human Resource Management

0046SSB006 Information Technology

0046SSB007 Marketing

0046SSB008 Financial Accounting

0046SSB009 Management Accounting
Supplementary text for TAFE School of Social Sciences:

MALE FAMILY VIOLENCE

G0046FAMV2

Graduate Certificate in Social Science (Male Family Violence)

Working with men who use violence toward their family members can be difficult and complex, and facilitators of men's behaviour change groups and telephone counsellors require particular expertise and experience. Whilst practitioners may be trained in their own professional area, they also require the skills and training to work specifically as telephone counsellors or as group facilitators in the context of male family violence and men's behaviour change groups.

The Graduate Certificate will provide the opportunity to gain essential theoretical and practice-based expertise as well as the further development of sophisticated conceptual and therapeutic skills to meet the levels of responsibility associated with this area of work. The two streams are underpinned by national community services competencies, and have been developed and endorsed by industry.

The enhancement of the safety of women and children who have experienced male family violence is the paramount concern underpinning the training program. A bridging program is likely to be available for practitioners with extensive experience in the facilitation of Men's Behaviour Change Groups.

Aims & Objectives

- To provide quality, specialist, skill and practice based training specific to the context of male family violence Telephone Counselling or Men's Behaviour Change Group facilitation.
- To assist participants to develop awareness of self and of the social and personal issues that underlie the range of difficulties expressed by users of Male Family Violence Services.
- To assist participants to develop an integrated professional, theoretical and practice framework, appropriate to Telephone Counselling or Men's Behaviour Change Group facilitation.
- To offer training that is accredited and recognised through credit transfer, into a range of relevant courses offered for the Community Services Sector.
- To attract and maintain a skilled pool of Telephone Counsellors or Men's Behaviour Change Group facilitators by offering the satisfaction of quality learning and recognition of accredited training.

Campus

External Venue and Prahran

Course duration

320 Nominal Hours over one year.

Core Subjects

- Male family violence
- Principles and practice of male family violence counselling
- Casework and male family violence

Stream 1 (Telephone Counselling Stream)

Telephone counselling in the male family violence context
- Advanced call management

Stream 2 (Men's Behaviour Change Group Facilitation Stream)

- Group facilitation in men's behaviour change groups
- Group facilitation practice and implementation

Entry requirements

Due to the sensitivity and maturity required by the confronting nature of the work, applicants must be able to demonstrate a high level of maturity and range of adult life experience.

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For additional information or to apply, please contact the Swinburne Business Enterprise Centre on +61 3 9214 8700 or +61 3 9726 1610.
Participants are normally expected to hold a relevant Diploma or Degree in Human Services, Social Sciences, Social Work/Welfare, Psychology, Group Work or Counselling, and/or academic experience deemed appropriate for successful completion of the course, as determined by the selection panel. The course is designed to enhance vocational and educational pathways for participants, across a range of Human Service sectors.

**Application procedure**

Applicants for either the full course or bridging program should apply to No To Violence. Application forms are available from:

Graduate Certificate Training Program
No To Violence
PO Box 417
Richmond VIC 3121

Telephone: +61 3 9428 3526
Facsimile: +61 3 9428 7513
Email: gradcert@ntv.net.au

**Further information**

Contact the Community and Further Education Department on (03) 9214 6842
Website: www.tafe.swin.edu.au/cafe/index.htm

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**PREGNANT AND POSTNATAL FAMILY SUPPORT**

**0046PNFS Graduate Certificate in Social Science (Prenatal and Postnatal Family Support)**

This course aims to give participants the knowledge and skills to provide effective support to families during the prenatal and postnatal period while broadening the skills they have already gained in undergraduate programs and workplace experiences.

**Campus**

Prahran

**Career opportunities**

Graduates of this course are sought for employment in agencies working with infants and families such as mother and baby units, and also in private homes. The qualification may also lead to opportunities to work in maternity hospitals or other organisations working with the newborn and their family.

**Course duration**

One year part-time.

**Structure**

The course consists of four modules with a workplace learning component. The course requires participants to conduct off-campus research. Classes will be held one evening per week commencing February, from 6.30 to 9.30 pm at the Prahran campus. Some Saturday sessions will be scheduled each semester. Project work will be required.

**Course subjects**

- **D0046FS1** Support the prenatal and postnatal needs of the newborn and mother
- **D0046FS2** The diverse needs and issues for families in their parenting role in the prenatal and postnatal period
- **D0046FS3** Communication with parents, other extended family and other health professionals
- **D0046FS4** Short and long term care planning

**Entry requirements**

Applicants will normally require professional qualifications in the children’s services area at diploma or degree level or equivalent. Critical reflection, analysis and research skills are also necessary to meet the requirements of the course.

Applicants will also be required to demonstrate academic and interpersonal skills adequate for postgraduate studies in social and community services.

**Application procedure**

Applicants should apply directly to the Department of Child and Family Studies on: +61 3 9214 6863 to obtain an application form.
Subject Details

All subject descriptions are contained in this chapter. All subjects are allocated an alphanumeric code and are listed here in code order.

Textbooks and recommended readings

Textbooks are material essential to the subject. Due to the frequency with which individual publications become outdated, and are superseded, textbooks and recommended readings are not listed for all subjects. Students are advised not to purchase textbooks or recommended readings until classes commence, unless they have consulted the lecture in charge of the subject.

HAL401 Cultural Convergence

12.5 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: Nil
- Teaching methods: Lecture and Tutorial • Assessment: Seminar presentation (10 minutes) 20%, Short Essay (1,000 words) 30%, Major Essay (2,000 words) 50%

An elective subject in the Graduate Certificate of Arts (Applied Media), Graduate Diploma of Arts (Applied Media) and Master of Arts (Applied Media).

Aims & Objectives

The subject is designed to achieve the following objectives:

- Assess the historical significance of cultural technologies of mediation (such as speech and writing).
- Evaluate the impact of new cultural formations such as cyberspace on traditional notions of community, presence, writing and speech.
- Critically review the development of electronic media founded on principles of interactivity and remote sensing.
- Develop an understanding of key terms and concepts in electronic communications, such as multi-media, telepresence, cyberspace, virtuality and hypertext.

Content

This subject is a critical exploration of communications in the transition from print to electronic culture. Focusing on the word as the basic unit of communication, it traces the gradual technologicalising of the word as it moved beyond the immediacy of speech and social community, to the mediation of writing and its initiation of remote telecommunications.

Central to the formation of an electronic culture is the issue of convergence, in which new modes of communication, such as hypermedia, combine formerly discrete forms to create powerful communications environments. Such environments require new literacies, which in turn transform the way in which we construct the world into meaning. Cultural Convergence also seeks to evaluate the impact of new social formations (such as cyberspace) that are being constructed on the basis of these literacies, assessing the degree to which virtual communities are changing the nature of social interaction, and modifying traditional notions of identity, space, location and meaning.

Recommended reading


McKie, M & Tofts, D., Memory Trade: A Prehistory of Cyberculture, 21C Interface, Sydney, 1998.

HAM402 Radio Production and Criticism A

12.5 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: Nil
- Teaching methods: Lectures and studio based classes • Assessment: Production exercises 90%, Participation 10%

An elective subject in the Graduate Certificate of Arts (Applied Media), Graduate Diploma of Arts (Applied Media) and Master of Arts (Applied Media).

Aims & Objectives

This is a production subject that aims to equip students with the skills necessary for successful participation in radio production; sound recording, editing, panel operation, voice production and interviewing are all covered. While the acquisition of production skills is an essential part of the course, the broader context of how those skills can be applied, is always kept in mind.

Content

Students are introduced to the theoretical constructs and debates that have directed the development of government policy, radio content and programming. We also examine the historical factors that have helped to shape the radio industry in Australia. We consider the impact that radio has had on the lives of both communities and individuals during the past seventy years. We examine those aspects of radio that have set it apart from other media: its ephemeral quality, its reliance on orality and its intimate relationship to its audience. For example, Potts in 'Radio in Australia' argues that any human society establishes itself by imposing form on the world of natural noise. He points out that the aural space occupied by radio has continually shrunk throughout the twentieth century to the point where the complete privatisation of sound via the Walkman has rendered sound consistent with the individualisation of post-industrial society. Other theorists, such as Marshall McLuhan, saw radio as having the ability to "tribalise" its listeners, making it a potential agent for great political change. We examine these and other theories as they relate to the radio medium itself.

Recommended reading


Stauss, N., Radiotext(e), Semiotext(e), Columbia University, New York, 1993.

HAM410 Electronic Writing

12.5 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: Nil
- Teaching methods: Lectures and studio based tutorials • Assessment: Hypertext Glossary Exercise 30%, Major Project 50%, Participation 15%

An elective subject in the Graduate Certificate of Arts (Applied Media), Graduate Diploma of Arts (Applied Media) , Master of Arts (Applied Media) and Master of Arts (Communications).

Aims & Objectives

Through the course of the semester, students should be able to:

- Identify the most prominent arguments relating to electronic writing.
- Critically discuss and assess emerging theories relating to electronic writing.
- Demonstrate an understanding of basic HTML.
- Demonstrate an understanding of what it means to develop a rhetoric of electronic writing and to demonstrate that understanding through application.

Students will access the Internet and will develop writing skills designed for the electronic environment, using authoring and graphics packages. Software used includes Dreamweaver, CoolEdit, Paintshop Pro, Animation Shop and Fireworks.
Content
This subject critically examines current theory relating to electronic writing and, in particular, hypertext. Does the embodiment of electronic writing in the form of stand-alone hypertext applications or in the form of the World Wide Web (through Hypertext Markup Language – HTML) change our relationship as readers to the written word? Does electronic writing, as Mark Poster argues, represent a third stage in the mode of information in which “the self is de-centred, dispersed, and multiplied in continuous instability?”

Alongside these questions, students will be introduced to the basics of HTML and asked to consider the experience of writing in an online, electronic environment (namely, the WWW). What are the rules (if any) which govern this new writing space and to what extent has a rhetoric of electronic writing been developed? Students will be encouraged to rethink the concept of writing and to ask themselves such elusive questions as, what is a medium?

Recommended reading

HAM411 Globalisation: Media and Telecommunications
12.5 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: Nil
Teaching methods: Lectures and Tutorials • Assessment: Seminar paper (1500 words) 40%, Final report (2500 words) 60%
An elective subject in the Graduate Certificate of Arts (Applied Media), Graduate Diploma of Arts (Applied Media) and Master of Arts (Applied Media).

Aims & Objectives
This subject examines the extraordinary growth and changes in the field of communications, with special attention to the convergence of media and telecommunications and the trend towards globalisation. The complex forces for change are analysed, particularly the increasing international trend towards privatisation, mega amalgamation, liberalisation and deregulation. The notion of an electronic culture is discussed, with relationship to established political economy and media and cultural theory.

Content
Almost every developed society is seeking national comparative advantage in communications policy, often expressed in terms of a strategy for an emergent network society or a superhighway policy. Approaches taken by the USA, Canada, Europe, Asia and Australia will be analysed, with special reference to international networking, cultural imperialism, globalisation and equity issues.

Alternative international industry approaches, from the different perspectives of parties and government, carriers, suppliers and interest groups, will be examined in the context of competitive policy models. The political policy process and the forces for change will be analysed in terms of lessons and outcomes for Australia.

Recommended reading

HAM412 Media Project
25 Credit Points • 2 Semesters • 2 Hours per fortnight plus a minimum 60 hours work per year on project • Hawthorn • Prerequisite: Nil • Teaching methods: Seminar series and consultation with supervisor on a fortnightly basis. • Assessment: Project Analysis Assignment (4,000 words) 20%, Project 80%, Production Journal 20%

A core subject in the Graduate Certificate of Arts (Applied Media), Graduate Diploma of Arts (Applied Media) and Master of Arts (Applied Media).

Aims & Objectives
The aim of this subject is to allow students to plan, design and execute the creation of a substantial multimedia project. It aims to enhance the students’ capability in applying research and reflection in the process of producing innovative media products.

Content
Students undertaking a media project are supervised in both the design and implementation of a product of their choice (for example, a radio documentary or an electronic journal) targeted and delivered to a client. This subject is designed to extend the skills acquired by students in radio and electronic writing and to provide an opportunity for students to gain experience in the workplace and to work independently as freelance practitioners. Attention will be paid to the presentation and marketing of the project.

Recommended reading
Directed as required.
World Wide Web resources.

HAM413 Multimedia Authoring 1
12.5 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: Nil
Teaching methods: Studio based tutorials • Assessment: Production exercises (80%), Participation (20%)
An elective subject in the Graduate Certificate of Arts (Applied Media), Graduate Diploma of Arts (Applied Media), Master of Arts (Applied Media) and Master of Arts (Communications).

Aims & Objectives
The aim of this subject is to provide students with competencies in a range of production skills to enable them to use these skills in the production of a stand-alone multimedia project. Software used includes Cooledit, Paintshop Pro, Animation Shop and the Macromedia suite.

Content
Students will be introduced to digital audio production and analogue and digital video recording and editing. They will also be instructed in the use of scanning and image manipulation and animation. As part of this subject, students will also be asked to consider a number of issues relating to multimedia production such as intellectual property and copyright, government policy in regards to multimedia and funding of multimedia production. Attention will also be paid to issues relating to the presentation and marketing of a multi-media product.

Recommended reading

HAM414 Multimedia Authoring 2
12.5 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: HAM413 • Assessment: Multimedia project (80%), Participation (20%)
An elective subject in the Graduate Certificate of Arts (Applied Media), Graduate Diploma of Arts (Applied Media), Master of Arts (Applied Media) and Master of Arts (Communications).

Aims & Objectives
In this subject, students are expected to integrate the skills they have acquired into a multimedia project. Applied Media students may begin a project that can then be used as part of their work for HAM412 Media Project. Software used includes Cooledit, Paintshop Pro, Animation Shop and the Macromedia suite.

Content
Students will be introduced to a multimedia authoring package, such as Macromedia Director or Asymetrix Toolbox, and asked to develop a piece which demonstrates their understanding of and competencies in the use of the technologies addressed in Multimedia Authoring 1. They will also learn how to
combine these discrete elements into a whole. Attention will also be paid to issues relating to the presentation and marketing of a multimedia product.

**Recommended reading**


**HAM415 Media Arts in Australia**

12.5 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: Nil

- Teaching methods: Lectures and Tutorials
- Assessment: Major essay (2,500 words) or Project 60%, Media arts review (1,000 words) 40%

An elective subject in the Graduate Certificate of Arts (Applied Media), Graduate Diploma of Arts (Applied Media), Master of Arts (Applied Media) and Master of Arts (Communications).

**Aims & Objectives**

This subject presents a comprehensive overview of the development of media arts in Australia. Students will be introduced to a variety of media arts forms, from animation and interactive narrative, to immersive, virtual environments and Net art. Representing the work of established and emerging Australian media artists, the subject seeks to generate informed discussion about the very idea of a media arts culture — where it fits in relation to existing practices and modes of exhibition, aesthetic values of appreciation and reception, as well as its development out of a longer history of experimentation in the arts. In this context, the subject encourages critical examination of the impact of digital technologies on existing media arts practices, as well as discussion of the ways in which media artists explore the social and cultural implications of living in the digital age. Central to the theme are the following objectives:

- Active engagement of students with a broad range of media arts works.
- Familiarity with critical writings on media arts and the prominent debates in the field.
- Understanding of the place of media arts in contemporary society.
- Attention to the issues involved in creating a media arts audience.

**Content**

The curriculum will address the following themes:

- **Media arts as a public and accessible form of inquiry into the interface between society, culture and technology.** The impact of digital technologies, in particular, has been profound and media artists are at the forefront of this inquiry in both their use of new media and their aesthetic exploration of its effects as subject matter. How, though, do we make sense of these practices and in what contexts do we get access to the work of media artists? How do media arts fit in the context of the traditional museum and gallery? What critical languages have been developed to describe and evaluate media arts? And what, anyway, makes media art?

- Some of the artists that will be studied during this subject include:
  - Troy Innocent, Justine Cooper, VNS Matrix, Ian Haig, Martine Croomept, Stelarc and Garth Paine. Students will also undertake site visits to media arts organisations like the Australian Centre for the Moving Image, Centre for Contemporary Photography and Experimedia at the State Library of Victoria.

**Recommended reading**


**HAM416 Radio Production and Criticism B**

12.5 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: HAM402 • Corequisites: None • Teaching methods: Lectures and studio based tutorials • Assessment: Production exercises 90%, Participation 20% including montage assignment, interview assignment, proposal assignment, radio documentary

An elective subject in the Graduate Certificate of Arts (Applied Media), Graduate Diploma of Arts (Applied Media) and Master of Arts (Applied Media)

**Aims & Objectives**

This subject aims to extend the knowledge gained by students in HAM402 and allows students to apply and extend their radio production skills. Building on the skills developed in the previous semester's work, students are involved in the production of documentary and variety programs with the aim of securing broadcast airtime.

**Content**

The emphasis of this subject is on praxis — students are encouraged to apply the theoretical knowledge of radio textual analysis to their own productions and are encouraged to constantly review their own and other's work with reference to the constructs examined in HAM402. They are also expected to keep abreast of changes and developments in the radio industry.

**Recommended reading**


**HAM424 New Media Production**

12.5 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: HAM410 • Teaching methods: Seminars, Workshops and Studio-based Tutorials • Assessment: Seminar participation 20%, Project and project journal/analysis 50%, Participation 30%

An elective subject in the Graduate Certificate of Arts (Applied Media), Graduate Diploma of Arts (Applied Media), Master of Arts (Applied Media) and Master of Arts (Communications).

**Aims & Objectives**

The aim of this subject is to explore the developing area of designing and writing for the World Wide Web. Students are expected to develop competency in working collaboratively and creatively in project management and problem-solving through the creation of a group project.

**Content**

Drawing on their expertise in HTML and graphics/sound manipulation acquired in HAM410, students design and construct websites for industry clients. Students use such software as Microsoft Project, Cooledit, Paintshop Pro, Animation Shop and the Macromedia suite.

The subject also asks students to investigate the following important questions:

- How do you repurpose material from other media in a way that takes advantage of the new medium?
- What are the characteristics and potentials of the medium which make writing for this environment unique to other media?
- How are technologies for Web delivery evolving and how do project and content managers keep abreast of these changes?

**Recommended reading**


**HAM425 Key Cultural Issues in Media and Communication**

12.5 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: Nil

- Teaching methods: Lectures and tutorials
- Assessment: Class presentation (20 minutes) 20%, Participation, Research Paper (3,000 words) 80%

An elective subject in the Graduate Certificate of Arts (Applied Media), Graduate Diploma of Arts (Applied Media) and Master of Arts (Applied Media).

**Aims & Objectives**

This subject aims to explore the cultural ramifications of the new information technologies which have become so integrated in contemporary post industrial societies. By placing emphasis on the social, political and cultural manifestations inherent in the application of new technologies, this unit aims to challenge widely accepted propositions put forward by both Technological Determinists and Utopians. Students will develop a deeper awareness of the ways in which new technologies in media and communication contributes to ongoing change in the workplace, in educational institutions, in the home and in our conception of leisure.
Content
- An Introduction into the world of the Virtual. Virtual Relationships, para-social relations, virtual reality and Reality TV.
- Assessing the ideas and arguments presented in Peter Weir’s The Truman Show.
- The Future of Work: Surveillance and Privacy in the work place.
- New Media coverage of the Political process, or How New Media continues to transform the political process in Australia.
- Media Manipulations via cable and satellite. A Case Study of new media coverage of the September 11th Terrorist Attack on the US.
- Pornography on the Internet. Dennis Altman’s notion of “Global Sex”.
- New media and communications technologies and the future of Educational institutions, practices and pedagogy.

Recommended reading

HAM426 Communication Environments
12.5 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: Nil
- Teaching methods: Lectures and tutorials • Assessment: Class presentation (10 minutes) 20%, Major Essay (3,000 words) 80%

An elective subject in the Graduate Certificate of Arts (Applied Media), Graduate Diploma of Arts (Applied Media) and Master of Arts (Applied Media).

Aims & Objectives
This subject deals with what is often relegated to a secondary place – the systematic consideration of the end users in this burgeoning new communications environment. The subject focuses on the need to understand user perspectives rather than technology perspectives, or on the complexities of the demand side of the equation rather than the supply side.

In communications services the value chain for users is changing radically. The old paradigms of telecommunications development – build the networks and they will come, or the paradigm of computing development – “there will always be enough users to fill the increasing bandwidth” – are gone. Now the development of so many innovative communications service perspectives requires that organisations which invest in new communications services ought to undertake greater investigation of people’s needs.

Content
- The changing value chain – demand before supply
- The emergent online economy, i.e. the Internet and eCommerce.
- New services and applications, e.g. telehealth, eEducation, online shopping, home banking.
- User methodological issues, e.g. technology assessment, user demand studies, ratings and audience assessment.
- Changing infrastructure – growth of data services, future of voice, universal services.
- User social dimensions – trust and security, privacy and data control.
- Futures modelling eg., scenario construction and foresight studies of possible economic, social and technological futures.

Recommended reading
Tapscott, D., Digital Capital, Nicholas Brearley P

HAM441 Radio in Australia
12.5 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: Nil
- Teaching methods: Lecture and Tutorial • Assessment: Research Essay (100%)

A subject in the Graduate Diploma of Arts in Commercial Radio.

Aims & Objectives
This subject aims to provide a historical and current overview of Radio in Australia, including Commercial, Government and Public stations and the ownership and control regulations currently in place.

Content
The employment structure and roles of staff are examined in detail, as are technical operations and programming philosophies. Methods of audience surveying and analysis are studied and related to the radio station’s programming and promotional activities.

This subject will also explore the nature and detail of current broadcast legislation and regulations and the legal issues faced by owners and broadcasters relating to defamation and contempt of court. Methods of staff selection and management, including awards and union interests, will be examined. The impact of new technologies, including satellite services, cable, narrowcast and in-store radio will be examined, along with applications and improvements in computer systems and Digital Audio technology.

Recommended reading
ABC All-Media Law Handbook, ABC Enterprises, 1990
Determination of Planning Priorities, Australian Broadcasting Authority, Canberra, 1993

HAM442 Radio Presentation
12.5 Credit Points • 1 Semester • 2 Hours per Week • Hawthorn • Prerequisite: Nil
- Teaching methods: Tutorial and Workshop • Assessment: Program Production Assignments (100%)

A subject in the Graduate Diploma of Arts in Commercial Radio.

Aims & Objectives
This subject aims to develop a practical understanding of the radio presentation process, gaining the skills to use broadcasting equipment and communicate effectively with an audience.

Content
Individual tutoring on studio equipment is followed by voice training and the development of an individual style for each student. Structured assignments are designed to lead to proficiency in operating techniques and communication. Writing assignments develop students’ ability to prepare efficiently and deliver information effectively, and students will learn to plan the sequential flow of a radio program. This subject will then further develop an understanding of radio presentation techniques, using more advanced broadcasting equipment and programming techniques. Once again, structured assignments are designed to lead to proficiency in program preparation, operating techniques and self-evaluation.
Skills in interviewing are developed through a structured plan, beginning with simple, short pre-recorded interviews and leading to live in-depth talkback interviews. Students will use their skills to program and operate an in-house broadcasting service.

**Recommended reading**


**HAM443 Radio Journalism**

12.5 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: Nil

- Teaching methods: Lecture and tutorial • Assessment: News Bulletin presentations 50%, Current Affairs Interviews 30%, Media Skills Project 20%

A subject in the Graduate Diploma of Arts in Commercial Radio.

**Aims & Objectives**

This subject aims to examine in detail the roles and responsibilities of a radio news journalist. Students will develop an understanding of the sources of news and skills in researching information, interviewing and editing news programs. Students will also gain general media skills required for presenting in public, writing press releases, personal assertiveness training and applying for employment.

**Content**

Students will gain experience in writing concise news stories, with an understanding of the conventions of writing for the ear. News bulletins will be prepared and broadcast at defined times, as part of an in-house broadcasting service, incorporating live and pre-recorded interviews. This unit will then further explore and develop the role of a radio news journalist. It will direct students to extend their skills in researching, interviewing and editing news programs and to develop their contacts. Students will gain experience in writing and presenting current affairs reports, incorporating live and pre-recorded interviews.

**Recommended reading**


**HAM444 Radio Marketing and Promotions**

12.5 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: Nil

- Teaching methods: Lecture and Tutorial • Assessment: Research Report 40%, Radio Promotion 40%, Class Presentation 20%

A subject in the Graduate Diploma of Arts in Commercial Radio.

**Aims & Objectives**

This subject explores basic marketing concepts from a radio perspective, understanding the key concepts of the business-customer relationship and the role of marketing. The development of teamwork skills and creative problem solving are a critical part of this subject.

**Content**

Major topics will include the marketing of a radio station to its clients and audience, the different approaches for selling radio air time and an analysis of the aims of station promotions. Themes to be explored will include positioning a radio station in a competitive media market, strategic planning, and the 22 immutable laws of marketing and their application to radio. There will be detailed study of audience research information gathering and analysis and diagnostic business analysis and advertising techniques.

**Recommended reading**


**HAM445 Radio Advertising Copywriting**

12.5 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: Nil


A subject in the Graduate Diploma of Arts in Commercial Radio.

**Aims & Objectives**

This subject is designed for students to explore, understand and master the processes involved in writing radio commercials. Structured assignments will lead the student through the process of interacting with an advertising client and gaining the skills to understand and interpret the needs of that client. Students will also gain skills in working as part of the sales team, and the ability to liaise with technical production staff.

**Content**

Students will interview local businesses to obtain information to write advertising, and will write scripts for a variety of clients. Students will develop the ability to condense information into a script of pre-determined time length, which effectively communicates the message to its intended target. They will also learn to layout the script ready for client approval and recording. Integral to this process is the development of a clear understanding of the nature of the listening audience and their interaction with the radio medium.

**Recommended reading**


**HAM446 Radio Production**

12.5 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: Nil

- Teaching methods: Lecture and Workshop • Assessment: Image Production 40%, Competition Production 30%, Commercial Production 30%

A subject in the Graduate Diploma of Arts in Commercial Radio.

**Aims & Objectives**

This subject will develop the skills to identify the structures of sound and the nature of human auditory responses. Students will gain technical operating skills and develop the creative ideas necessary to inform and entertain an audience using an aural medium.

**Content**

Students will learn basic recording and editing skills, working at computer audio workstations. Using broadcast and production consoles, they will progress to advanced digital multi-track recording and mixing. Students will gain experience in working as part of the sales team, and the ability to liaise with technical production staff.

**Recommended reading**

HAM447 Radio Broadcasting Practice

12.5 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: Nil

Teaching methods: Lecture, Tutorial and Studio Time • Assessment: Part 1: Program Production 30%; Part 2: Program Production 70%

A subject in the Graduate Diploma of Arts in Commercial Radio.

Aims & Objectives

This subject is designed to allow students to undertake broadcasting in commercial radio formats to establish and consolidate practical radio broadcasting skills.

Students will learn how to apply programming research and principles to a radio broadcast and will develop the ability to work as part of a broadcast team.

Content

Students will prepare on-air programs and present them using Swinburne’s professional facilities. They will develop technical operating skills using analogue and digital audio equipment, and will develop voice skills appropriate to commercial broadcasting. As well as providing students with valuable experience, this subject aims to encourage students to critically evaluate broadcasting practices in the radio industry, implementing the skills under development in other subjects of this program.

Recommended reading


HAM448 Radio Industry Placement

12.5 Credit Points • 1 Semester • 2 Hours per Week plus placement • Hawthorn • Prerequisite: Nil • Teaching methods: Placement in radio station • Assessment: Attendance and Participation 50%, SWOT Analysis Report 50%

A subject in the Graduate Diploma of Arts in Commercial Radio.

Aims & Objectives

This subject allows students to undertake an extended work placement in the commercial radio industry to consolidate practical radio broadcasting skills. Under the guidance of station management, students will gain a clearer perspective of the required skills and attitude necessary to gain employment in the industry.

Content

Students will be placed in a regional commercial radio station for two weeks to observe and participate where possible in the day-to-day operations. As well as providing students with valuable contacts within the industry, this subject aims to encourage students to critically examine workplace practices in the radio industry at a time of significant technological and cultural change.

Recommended reading


HAM500 Globalisation: Media and Telecommunications

25 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: Nil • Teaching methods: Lecture and Tutorial • Assessment: Minor Essay (2,000 words) 30%, Research Proposal and Class Presentation 20%, Major Essay (3,000 words) 50%

A core subject in the Master of Arts (Communications).

Aims & Objectives

This subject examines the extraordinary growth and changes in the field of communications, with special attention to the convergence of media and telecommunications and the trend towards globalisation. The complex forces for change are analysed, particularly the increasing international trend towards privatisation, mega amalgamation, liberalisation and deregulation. The notion of an electronic culture is discussed, with relationship to established political economy and media and cultural theory.

Content

Almost every developed society is seeking national comparative advantage in communications policy, often expressed in terms of a strategy for an emergent network society or a superhighway policy. Approaches taken by the USA, Canada, Europe, Asia and Australia will be analysed, with special reference to international networking, cultural imperialism, globalisation and equity issues.

Alternative international industry approaches, from the different perspectives of parties and government, carriers, suppliers and interest groups, will be examined in the context of comparative policy models. The political policy process and the forces for change will be assessed in terms of lessons and outcomes for Australia.

Recommended reading


HAM505 Workplace Practice

25 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: Nil • Teaching methods: Industry placement – Supervision by employer and an academic staff member • Assessment: Presentation of Workplace Proposal (2,000 words) 40%, Final Report (3,000 words) 60%

An elective subject in the Master of Arts (Communications).

Aims & Objectives

This subject aims to give students in the final stages of the course the opportunity to undertake a detailed analysis of the institutional and professional processes of a media organisation. Students can nominate which organisation they wish to be placed in, and they will be required to consult with both industry and educational management when working out the details of the study.

Content

It would be expected that students will produce a detailed case study which addresses issues such as the media model under which the organisation operates, management structures, staffing and human resources, training, technology, target audiences and programming. Students may also negotiate with the media organisation to undertake a consultancy: for example, to research the feasibility of a particular project such as the conversion of radio equipment from analogue to digital, the implementation of a program to increase Aboriginal and Torres Strait Islander employment, or to examine the impact of new broadcast regulations on the organisation.

Recommended reading

Subject to placement and to be advised on an individual basis.

HAM506 Thesis (Part-time)

50 Credit Points • 2 Semesters part-time or 1 Semester full-time • Hawthorn • Prerequisite: Successful completion of core and elective subjects • Teaching methods: Supervision. • Assessment: Minor Thesis (20,000 words)

A subject in the Master of Arts (Communications) and Master of Arts (Applied Media).

Aims & Objectives

To provide an opportunity for students to develop analytical, research and academic writing skills while exploring a topic in depth. The thesis should show:
• A sound structure.
• A good review of existing literature in the research area.
• A sound description and justification of research method used in any empirical component of the research.
• A good description and presentation of research findings.
• A well-argued presentation, including well-argued conclusions and implications of the research.

Content
Students are required to write a minor thesis, of approximately 20,000 words. The conceptual and methodological underpinning for the thesis will emerge from materials and concepts studied in the core subjects and elective subjects. International students will have the opportunity to pursue topics related to their country of origin or explore comparative research subjects.

Students will work on a minor thesis under staff supervision. The thesis will require a literature survey and a theoretical or experimental investigation. A preliminary proposal of the thesis to be undertaken must be submitted for approval by the staff supervisor and it is expected that the topic will be related to the current research and teaching interests of staff. There will be a requirement for formal monthly reporting by the candidates, both oral and written throughout the project. Failure to meet satisfactory standards of progress may preclude final submission for the masters degree. The thesis will be examined by at least two examiners: one internal and one external.

Recommended reading
As recommended by the supervisor to support the student’s research.

HAM517 Cultural Convergence
25 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: Nil
Teaching methods: Lecture and Tutorial • Assessment: Seminar Presentation (15 minutes) 20%, Short Essay (2,000 words) 30%, Major Essay (3,000 words) 50%
A core subject in the Master of Arts (Communications).

Aims & Objectives
The subject is designed to achieve the following objectives:
• Assess the historical significance of cultural technologies of mediation (such as speech and writing).
• Evaluate the impact of new cultural formations such as cyberspace on traditional notions of community, presence, writing and speech.
• Critically review the development of electronic media founded on principles of interactivity and remote sensing.
• Develop an understanding of key terms and concepts in electronic communications, such as multi-media, telepresence, cyberspace, virtuality, and hypertext.

Content
This subject is a critical exploration of communications in the transition from print to electronic culture. Focusing on the word as the basic unit of communication, it traces the gradual technologising of the word as it moved beyond the immediacy of speech and social community, to the mediation of writing and its initiation of remote telecommunications.

Central to the formation of an electronic culture is the issue of convergence, in which new modes of communication, such as hypermedia, combine formerly discrete forms to create powerful communications environments. Such environments require new literacies, which in turn transform the way in which we construct the world into meaning. Cultural Convergence also seeks to evaluate the impact of new social formations (such as cyberspace) that are being constructed on the basis of these literacies, assessing the degree to which virtual communities are changing the nature of social interaction, and modifying traditional notions of identity, space, location and meaning.

Recommended reading

HAM525 Key Cultural Issues in Media and Communication
25 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: Nil
Teaching methods: Lectures and tutorials • Assessment: Participation and Class Presentation (30 minutes) 20%, Research Paper (5,000 words) 80%
An elective subject in the Master of Arts (Communications).

Aims & Objectives
This subject aims to explore the cultural ramifications of the new information technologies which have become so integrated in contemporary post industrial societies. By placing emphasis on the social, political and cultural manifestations inherent in the application of new technologies, this unit aims to challenge widely accepted propositions put forward by both Technological Determinists and Utopians. Students will develop a deeper awareness of the ways in which new technologies in media and communication contribute to ongoing change in the workplace, in educational institutions, in the home and in our conception of leisure.

Content
• An introduction into the world of the virtual. Virtual relationships, para-social relations, virtual reality and reality TV.
• Assessing the ideas and arguments presented in Peter Weir’s The Truman Show.
• The future of work: surveillance and privacy in the workplace.
• New media coverage of the political process – or how new media continues to transform the political process in Australia.
• Media manipulations via cable and satellite. A case study of new media coverage of the September 11th terrorist attack on the US.
• Pornography on the internet. Dennis Altman’s notion of ‘Global Sex’.
• New media representations of medicine and science. Critique on the role of the internet.
• New media and communications technologies and the future of educational institutions, practices and pedagogy.

Recommended reading

HAM526 Communication Environments
25 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: Nil
Teaching methods: Lectures and tutorials • Assessment: Class presentation (15 minutes) 20%, Major Essay (5,000 words) 80%
An elective subject in the Master of Arts (Communications).

Aims & Objectives
This subject deals with what is often relegated to a secondary place – the systematic consideration of the end users in this burgeoning new communications environment. The subject focuses on the need to understand user perspectives rather than technology perspectives, or on the complexities of the demand side of the equation rather than the supply side.

Swinburne University of Technology | Postgraduate Course Handbook 2004
In communications services the value chain for users is changing radically. The old paradigms of telecommunications development – ‘build the network and they will come,’ or the paradigm of computing development – ‘there will always be enough users to fill the increasing bandwidth’ – are gone. Now the development of so many innovative communications services perspectives requires that organisations which invest in new communications services ought to undertake greater investigation of people’s needs.

**Content**

The changing value chain – demand before supply

- The emergent online economy, i.e. the Internet and eCommerce.
- New services and applications, e.g. telehealth, eEducation, online shopping, home banking.
- User methodological issues, e.g. technology assessment, user demand studies, ratings and audience assessment.
- Changing infrastructure – growth of data services, future of voice, universal services.
- User social dimensions – trust and security, privacy and data control.
- Futures modelling e.g., scenario construction and foresight studies of possible economic, social and technological futures.

**Recommended reading**


**HAS485 Australasian Housing Systems**

12.5 Credit Points • 1 Semester • 4 Hours per Week • Distance Education/Learning

- Prerequisite: Nil • Teaching methods: Tutorials, Weekly Modules • Assessment: Assignments

A subject in the Graduate Certificate of Social Science (Housing Management & Policy).

**Aims & Objectives**

This subject introduces students to the major defining characteristics of the housing systems in Australia and New Zealand within a framework of production, consumption, management and exchange. It also provides case studies for intensive examination of three of the most significant issues.

**Content**

- Australasian Housing: Key Concepts and Principles.
- Australasian Housing Systems in a Comparative Context.
- The Social Context of Housing.
- Housing Consumers.
- Housing Type and Tenure.
- Financing Housing.
- The Private Rental Sector.
- The Land Development and House Building Industries.
- Regulation and Reform.
- Case Study 1: Partnership Arrangements.
- Case Study 2: Community Renewal.
- Case Study 3: Home Ownership or Private Rental?

**Recommended reading**

Selected extracts are provided with the modules.

**HAS486 Housing Policy and Research**

12.5 Credit Points • 1 Semester • 4 Hours per Week • Distance Education/Learning

- Prerequisite: Nil • Teaching methods: Tutorials, Weekly Modules • Assessment: Assignments

A subject in the Graduate Certificate of Social Science (Housing Management and Policy).

**Aims & Objectives**

This subject introduces an overview of the public policy process and gives detailed consideration to the various stages or cycles of this process from agenda setting through to monitoring, evaluation and review, using housing policy as an example. It also explores the link between policy and research and provides skills in basic data analysis and presentation.

**Content**

- The Public Policy Process
- The Dynamics of Public Policy: Actors and Routines
- Agenda Setting and Policy Analysis
- Policy Choices
- Policy Implementation
- Monitoring, Evaluation and Review
- Housing Policy Case Study
- Policy and Research
- Housing Needs Assessment
- Introduction to Housing Statistics
- Key Statistics for Housing Policy Analysis
- Data Presentation

**References**

Selected extracts are provided with the modules.

**HAS487 Housing Practice**

12.5 Credit Points • 1 Semester • 4 Hours per Week • Distance Education/Learning

- Prerequisite: Nil • Teaching methods: Tutorials, Weekly Modules • Assessment: Assignments

A subject in the Graduate Certificate of Social Science (Housing Management and Policy).

**Aims & Objectives**

This subject provides an overview of the role of social housing and considers the specific tasks of housing management, with particular emphasis on current policy directions and management dilemmas that impact on providers of housing for low-income households.

**Content**

- Low Income Housing Provision.
- Social Housing Provision.
- Community Housing Management.
- Client Service.
- Allocations Policy.
- Allocations Administration.
- Rent Setting in Social Housing: Property Rents.
- Rent Setting in Social Housing: Household Rents.
- Arrears Management.
- Tenant Participation in Housing Management.
- Problem Families, Problem Estates.
- Asset Management.

**Recommended reading**

Selected extracts are provided with the modules.

**HAS488 Housing Economics and Finance**

12.5 Credit Points • 1 Semester • 4 Hours per Week • Distance Education/Learning

- Prerequisite: Nil • Teaching methods: Tutorials, Weekly Modules • Assessment: Assignments

A subject in the Graduate Certificate of Social Science (Housing Management and Policy).
Aims & Objectives
An understanding of the economics of housing is fundamental to every sector of the industry. This subject reviews the major economic and financial techniques used in housing analysis and examines key issues in terms of their economic implications.

Content
- Economics, Economies and Economists: An Introduction.
- Housing Economics: Key Issues and Concepts.
- Economics of the Public Sector.
- An Accounting Framework for Social Housing.
- Assessing Financial Viability.
- Capital for Social Housing.
- Developing Social Housing.
- Home Purchase in Social Housing.
- Financial Analysis.
- Discounted Cash Flow and Cost Benefit Analysis.

Recommended reading
Selected extracts are provided with the modules.

HAS489 Managing Diversity
12.5 Credit Points • 1 Semester • 4 Hours per Week • Distance Education/Learning
Prerequisite: Nil Teaching methods: Tutorials, Weekly Modules Assessment: Assignments
A subject in the Graduate Certificate of Social Science in Housing Management and Policy.

Aims & Objectives
This subject will provide an understanding of clients’ housing and support needs, critically evaluates the problems of linking housing with support, and improves housing workers’ client contact skills.

Content
- Client Diversity.
- Program Diversity.
- Disability and Supported Housing.
- Homelessness.
- Women and Housing.
- Indigenous Housing.
- Age Related Housing.
- Ethnicity, Culture and Housing.
- Health and Housing.
- Housing Design.
- Community and Housing.
- Whole of Government.

Recommended reading
Selected extracts are provided with the modules.

HAS491 Comparative Social Policy
12.5 Credit Points • 1 Semester • 4 Hours per Week • Distance Education/Learning
Prerequisite: HAS485, HAS487, HAS494 Teaching methods: Tutorials, Weekly Modules Assessment: Assignments
A subject in the Graduate Diploma of Social Science (Housing Management and Policy).

Aims & Objectives
This subject provides advanced knowledge policies and practice in human service and aims to provide greater understanding of Australian practices by comparative analysis.

Content
- What Is Social Policy?
- Comparative Analysis.
- Social Policy and the Role of the State.
- The Politics of Social Policy.
- Key Concepts in Social Policy.
- Health Policy: Consumption Issues and Health Outcomes.
- Education Policy.
- Housing Policy.
- Family Policy.

Recommended reading
Selected extracts are provided with the modules.

HAS492 Urban Social Theory
12.5 Credit Points • 1 Semester • 4 Hours per Week • Distance Education/Learning
Prerequisite: Nil Teaching methods: Tutorials, Weekly Modules Assessment: Assignments
A subject in the Master of Social Science (Housing Management and Policy).

Aims & Objectives
This subject aims to provide an overview of major social theories used in urban analysis.

Content
- Urban Social Theory.
- Urban Social Theory in Review.
- The Ecologists.
- Behavioural Ecology.
- Neoclassical Economics.
- Weberian Urban Theory.
- Consumption Theory.
- The Political Economy Tradition.
- Urban Political Economy 2.
- Space and Identity.
- Postmodern Urban Analysis and Theoretical Debates.
- Community.

Recommended reading
Selected extracts are provided with the modules.

HAS493 Asset Management
12.5 Credit Points • 1 Semester • 4 Hours per Week • Distance Education/Learning
Prerequisite: HAS485, HAS487, HAS494 Teaching methods: Tutorials, Weekly Modules Assessment: Assignments
A subject in the Graduate Certificate of Social Science (Housing Management and Policy).

Aims & Objectives
To provide a contemporary understanding of the asset management challenges confronting the social housing sector. It examines the context of social housing asset management encapsulating physical, social and economic considerations. Key asset management concepts, including the regulatory frameworks affecting social housing assets, design, finance, management and disposal are explored. The particular dilemma of managing social housing estates is considered, and current thinking about and future directions for the management of social housing assets are reviewed.

Content
- Introduction to Asset Management.
- Issues in Asset Management.
To examine the contribution sociological analysis can make to the understanding and critical awareness of policy issues in the health care system.

Aims & Objectives

To develop an understanding and critical awareness of policy issues in the health care system.

Content

Topics include:

- Types of Health Care Systems.
- Public Policy Analysis and Health Care.
- Health Funding.
- Community Health Care.
- Mental Health.
- Women's Health.
- Ageing and Health.
- Prevention and Health Promotion.

Recommended reading


HAS494 Housing Organisation and Management

12.5 Credit Points • 1 Semester • 4 Hours per Week • Distance Education/Learning
- Prerequisite: Nil
- Teaching methods: Tutorials, Weekly Modules • Assessment: Assignments

A subject in the Graduate Certificate, Graduate Diploma, and Master of Social Science (Housing Management and Policy).

Aims & Objectives

This subject introduces students to the influences which have focused attention on management and performance of housing organisations. Organisation theory and behaviour, public and not-for-profit management literature have been used to explore the challenges of managing housing organisations and the individuals comprising them. Key management tools and techniques are explored, including strategic and operational planning, resource management, service quality and relationship management. Performance management issues are also explored.

Content

This subject will consist of:

- Introduction and Overview
- Working in Organisations
- Context and Influences: Organisations in the Twenty-First Century
- The Adaptive Organisation
- Adaptive Individuals
- Planning the Strategy
- Getting form Strategy to Action
- Managing Resources
- Managing Service Delivery
- Managing Performance in Organisations
- Managing Individual and Team Performance
- Conclusion and Reflections

Recommended reading

Selected extracts are provided with the modules.

HAS501/HAS601 Public Health Policy

12.5 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: Nil
- Teaching methods: Lecture and tutorial • Assessment: Seminar Paper (40%), Assignment (60%). Extra assessment tasks may be required for DPsych students

A subject in the Master of Psychology in Health Psychology and the Professional Doctorate of Psychology (Health Psychology). This subject will not be offered in 2004.

Aims & Objectives

- To develop an understanding and critical awareness of policy issues in the health care system.
- To expose students to different theoretical and ideological perspectives for analysing health policy.
- To examine the contribution sociological analysis can make to the understanding of the health policy process.

Content

Topics include:

- Introduction and outline.
- Analysis (including audience analysis and usability theory).
- Documentation and communication including: the role of the technical communicator in the work setting; interviewing techniques (including active listening); introduction to usability practice and human computer interaction (HCI); content organisation.
- Clear language including principles and practice of Plain English (including polysyllabic words, sentence length, linguistic register, clear grammar); Simplified English (particularly for global English for second-language readers).
- Legal and copyright issues.
- Australian and international documentation.
- Standards including ISO 9000.
- Document quality including: structural editing; copyediting; style guides; proof reading.
- Localisation theory and practice (refer to Simplified English).
- Document structure.
- Document checklists (proofing, spell check, update fields, headers, footer, TOC, Index).

Recommended reading

Roger's Thesaurus, www.thesaurus.com
HATC411 Developing Technical Documents

12.5 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: Nil
• Teaching methods: Lectures, Seminar, Self-study exercises, Group discussions, External guest lecturers • Assessment: Assignments, Examination

A subject in the Graduate Certificate and the Graduate Diploma of Social Science (Technical Communication).

Aims & Objectives
This subject helps students learn to apply the theoretical principles covered in HATC410 Effective Communication. It draws on these principles and adds further theory specific to documentation creation and production. Using practical demonstrations and assignments, this subject will develop students' competence in creating paper and online documents. By the end of the subject they will have material that can be used for their professional folio.

Content
• Analysis of audience needs and documents, information gathering principles and negotiating with subject matter experts.
• Document content principles
• Theory of various types of technical documents including: manuals; quick reference cards; proposals; computer-based training modules; online help; white papers; functional requirements documents; business requirements documents; internet and intranet documents.
• Summary and application of communication methods and styles applicable to each documentation type.
• How to choose the appropriate document to meet business requirements.
• Usability theory.
• Single sourcing: theory of suitability to task and production methodologies.
• Introduction to developing a publication plan, content plan, and project wrap up document.
• Planning and estimating publication projects.
• Theoretical overview and practical application of writing styles for different mediums.
• Document design considerations.
• Uses of graphics, white space and headings.
• Theory of information architecture principles.
• General principles of document lifecycle, version control, review processes.
• Developing and writing technical documents: structure and content.
• Theory of content management and how it differs from knowledge management.
• Technical editing, including negotiating with authors: reinforcing the effect of technical editing on technical documents and practical applications.
• Publishing process: printers’ requirements and dealing with printers; publishing online help; practical preparation of document to publish via paper.

Recommended reading

HATC412 Software for Technical Communicators

12.5 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: Nil
• Teaching methods: Introductory lectures, Lab practice, Self study exercises, Group discussions • Assessment: Assignments

A subject in the Graduate Certificate and the Graduate Diploma of Social Science (Technical Communication).

Aims & Objectives
This subject introduces students to a range of ways of presenting information in electronic media, such as word processing, flowcharting, graphics and online help. It also introduces students to a variety of software tools used by technical communicators and provides them with the opportunity to develop competence in a number of key applications.

Content
• Hypermedia and the theory of developing technical documentation electronically.
• Introduction to a range of software tools.
• Understanding the role of software in the field of technical communication.
• Understanding how using software effectively improves job performance and output.
• Theory of which software to use to produce required documentation outputs.
• Major differences between software tools that do the same job (for paper and online documentation).
• Principles of quickly learning new software.
• Styles and templates: theory and practice of how they’re implemented across the various tools.
• Demonstrations of degrees of software complexity and their appropriateness for technical communicators.
• Developing technical documentation electronically.
• Online editing tools.

Recommended reading

HATC413 Developing Online Help for Applications

12.5 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: Nil
• Teaching methods: Lectures, Seminar, Self-study Exercises, Group Discussions, External Guest Lecturers • Assessment: Assignments, Examinations

A subject in the Graduate Certificate and the Graduate Diploma of Social Science (Technical Communication).

Aims & Objectives
This subject teaches students the possibilities, constraints and conventions of the Online Help medium. Online Help is a vital part of software development: it helps to instruct users on how to perform tasks and encourages them to utilise more of the software potential. Effective Online Help encourages user confidence and frequently saves money on calls to technical support staff. Students will learn how to plan, write and index relevant and usable Online Help. This subject will give students exposure to the theory and practice of developing Online Help.

Content
• Theory and background of Online Help, including the difference between Online Help and other forms of communication.
• Different types of Help such as: embedded, context-sensitive, field-level.
• Help delivering mechanisms.
• Theory and practice of how the different types of Help can be integrated and implemented.
• Negotiating with programmers.
• Creating effective Help navigation (including text links, indexes).
• Planning and writing a Help for a software product.
• Theory and practice of natural language Help queries.
• Source sharing.
• Principles for Online Help across different platforms (including Mac, PC, UNIX).
• Practical applications of Javascript in Help.
• Issues involved in Help localisation.
• Using macros in Help.

Recommended reading

HATC420 Developing Web Sites

12.5 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: Nil
• Teaching methods: Lecture, Seminar, Self-study exercises, Group discussions, External guest lecturers • Assessment: Projects, Examination
A subject in the Graduate Diploma of Social Science (Technical Communication)

Aims & Objectives
This subject provides students with an understanding of how to develop and manage a documentation project. It provides practical experience with the concept of a documentation process and with developing presentation skills. The subject draws together the major skills taught in the preceding six subjects and is usually taught alongside HATC422 Managing a Documentation Project. The specific aims of the subject are to provide practical skills in:
• Management and coordination of a documentation project.
• Spoken and written presentation of ideas to a specific audience.
• Learning from feedback from peers.
• Following a project to completion.

Content
Students should choose a project that they wish to document. This may be related to their paid work, or to a charity, community group, sporting group or any other organisation. Students will learn how to devise an information plan and a content plan, and how to formulate an argument justifying their project. This argument will form the basis of an oral presentation. Students will then carry out the project and make a second presentation in which they will explain the nature of the documentation project that they have produced.

Recommended reading

HATC442 Managing a Documentation Project
12.5 Credit Points • 1 Semester • 3 Hours per Week • Prerequisite: HATC410, HATC411, HATC412 and HATC413 • Teaching methods: Seminars • Assessment: Literature review, Seminar Presentation, Role-plays
A subject in the Graduate Diploma of Social Science (Technical Communication)

Aims & Objectives
This subject provides students with an understanding of how to develop and manage a documentation project, and how the documentation process fits into a development lifecycle.

Content
• Introduction and outline.
• Defining the scope of the document.
• The documentation development life-cycle.
• Understanding the basics: an introduction to design and functional specifications.
• Negotiating with clients, content providers, and experts.
• Beyond the basics: developing your documentation information plan.
• Putting it all together: completing the documentation project.
• Post-implementation review.

Recommended reading

HAW410 Family Therapy Theory 1
12.5 Credit Points • 1 Semester • 3 Hours per Week • External Venue • Prerequisite: Nil • Teaching methods: Lectures, Discussions, Demonstrations, Role-plays, Videotape Analysis • Assessment: Literature review, Seminar Presentation, Role-plays
A subject in the Graduate Diploma of Social Science (Family Therapy)

Aims & Objectives
This subject introduces students to a number of traditional schools of family therapy and provides the opportunity to explore some of the major issues of the family therapy field. The aims of the subject are:
• To provide a theoretical frame of reference for later clinical work by exploring the major schools of family therapy.
• To illustrate the different schools of thought with video presentations.
• To explore some of the major issues of the family therapy field.
• To practice microskills and to engage in role-plays.

Content

Topics include: Overview of the schools of family therapy; Murray Bowen and family of origin; Structural family therapy; Strategic family therapy; Milan systemic family therapy.

Major issues: What we bring with us as therapists – our own family of origin; thinking and working systemically; basic therapeutic attitudes; what is a normal family; blended families; the referring person and the referring context; working with families with children; social networks.

• Students will be required to lead a seminar on one of a number of set topics.
• Students will be required to review major texts of the family therapy field and to present verbal and written reports.
• Students are required to participate in role-plays and microskills practice.

Recommended reading

HAW411 Family Therapy Application 1

12.5 Credit Points • 1 Semester • 2 Hours per Week • External Venue • Prerequisite: Nil • Teaching methods: Tutorial teams under the direction of the lecturers • Assessment: Journal, Report

A subject in the Graduate Diploma of Social Science (Family Therapy).

Aims & Objectives

The aim of this subject is to provide an opportunity for individuals to investigate systemic group processes in the tutorial group. These processes may include the setting up of contracts around how the group will function over the course of the year. This subject also aims to engage the student in the practical application of family therapy on a variety of levels.

Content

This introductory program familiarises the students with the ideas and process of systemic thinking and practice.

As self-awareness is an important aspect of becoming an effective therapist, students present their family of origin as a way of understanding the power of their own family on personal growth and clinical development. Students also experience and reflect on the dynamics of the group in order to aid the functioning of the group and meet the need of the individual members of the group. The subject also provides a safe context to explore family of origin of the group members and social networks.

• Students lead a seminar on one of a number of set topics.
• Major texts of the family therapy field are reviewed and presented in verbal and written reports.
• Students are required to participate in role plays and microskills practice.

Recommended reading
Lang, M., Bad therapy: A way of learning family therapy, Networker, 1984;3(2):40–4.
O’Hanlon, B., Do One Thing Different, Quill, 1999.

HAW412 Family Therapy Theory 2

12.5 Credit Points • 1 Semester • 3 Hours per Week • External Venue • Prerequisite: HAW410 • Teaching methods: Lectures, Discussions, Demonstrations, Role Plays, Videotape Analysis • Assessment: Literature Review, Seminar Presentation, Role Play and Microskills

A subject in the Graduate Diploma of Social Science (Family Therapy).

Aims & Objectives

This subject aims:

• To provide further theoretical frames of reference for later clinical work by exploring the major schools of family therapy.
• To illustrate the different schools of thought with video presentations.
• To explore some of the major issues of the family therapy field.
• To practise microskills, and to engage in role-plays.

Content

Schools of family therapy: Postmodern theories; solution-focused and competency-based therapy.

Major issues: Multigenerational issues; working with adolescents; larger systems, gender and family therapy; working with couples; psychosomatic families; sexual and marital difficulties.

• Students lead a seminar on one of a number of set topics.
• Major texts of the family therapy field are reviewed and presented in verbal and written reports.
• Students are required to participate in role plays and microskills practice.

Recommended reading

HAW413 Family Therapy Application 2

12.5 Credit Points • 1 Semester • 2 Hours per Week • External Venue • Prerequisite: HAW411 • Teaching methods: Tutorial teams under the direction of the lecturers • Assessment: Major Essay

A subject in the Graduate Diploma of Social Science (Family Therapy).

Aims & Objectives

This subject focuses on the process of investigation of group rules and patterns of interaction which have developed in the group order to aid the functioning of the group and meet the need of the individual members of the group. The subject also provides a safe context to explore family of origin of the group members and develop individual members skills in reflective thinking and practices. This subject
also continues the aim of Family Therapy Application 1 which is to engage the students in the practical application of family therapy on a variety of levels.

**Content**

Students are expected to be knowledgeable about some of the frameworks of systemic thinking and to be able to use them in practice. Cases from workplace will be presented with discussion focusing on the systemic frames of reference provided during semester one. Again, following negotiation with the group, clients will be brought in for live supervision. Further ethical and legal issues of family therapy will be introduced.

Students are required to write a major paper tracking the development of their clinical style over the course of the year. The purpose of this review is to prepare the students for live clinical supervision work at the beginning of the second year.

This paper is presented in detail to small groups and then to the total student body before being assessed and commented on by the lecturers.

**Recommended reading**


**HAW420 Special Issues in Family Therapy 1**

6.25 Credit Points • 1 Semester • 3 Hours per Week • External Venue • Prerequisite: Nil • Teaching methods: Lectures, Demonstrations, Role Plays • Assessment: Literature Reviews and Role Plays

A subject in the Graduate Diploma of Social Science (Family Therapy)

**Aims & Objectives**

The aims of this subject are:

- To deepen the theoretical understanding of family therapy by treating special issues of practical clinical practice
- To continue to develop greater facility with microskills by using more complex combinations of clinical interventions

**Content**

**Theory**

- Family therapy and psychiatry: explores the interface of family therapy and the psychiatric disciplines.
- Family therapy and adolescents: builds on the treatment of adolescents already covered in first year and looks at some of the more sophisticated problems and treatment methodologies.
- Family therapy and the aged: explores a systemic approach to the later stages of life.

**Application**

- Mantal therapy: explore some of the difficulties of working with entrenched marital conflict and clinical intervention.
- Circular questioning: practice sessions working with Milan methodology.
- The person of the therapist: dealing with therapist agenda in the session.

At this advanced level of theory and practice, students are expected to contribute to the lecture sessions in a variety of ways: leading discussions with reference to the theory covered; presenting case studies to illustrate particular clinical issues; participating in role plays as a way of developing alternate interventions. Students will be required to review specialised texts of the family therapy field and to present a verbal and a written report.

**Recommended reading**


Lang, T. & Lang, M., Corrupting the Young, Rene Gordon, Melbourne, Australia, 1986.


**HAW421 Family Therapy Application 3**

12.5 Credit Points • 1 Semester • 2 Hours per Week • External Venue • Prerequisite: HAW410, HAW411, HAW412, HAW413 • Teaching methods: Tutorial teams under the direction of lecturers • Assessment: Group Work, Journal and Report

A subject in the Graduate Diploma of Social Science (Family Therapy)

**Aims & Objectives**

Students will develop skills and systemic thinking in working with specific clinical presentations and their particular case loads. The aim of this subject is:

- To focus on the application of family therapy theory and clinical skills to student caseload.
- To continue to explore development of the student's own preferred clinical style.
- To have a forum for raising issues of special interest to the participants.

**Content**

Students are normally engaged in a clinical case load in their day to day work. In this subject, cases are discussed and students receive suggestions for improved clinical effectiveness. Students pursue issues of special interest to their own workplace and have access to the resources of the group in broadening their approach to particular clinical problems. Small group development continues to be a source of learning about the functioning of systems. Students are required to present reviews of recent books and are encouraged to publish and present materials at workshops and conferences.

Students are also expected to keep a detailed journal of personal learnings and to be reaching a deeper stage of integration of their preferred clinical style. Each group also keeps a journal which incorporates the content and style of group and individual learnings. Each student is required to present a verbal and written report.

**Recommended reading**


**HAW422 Clinical Supervision 1**

6.25 Credit Points • 1 Semester • 3 Hours per Fortnight • External Venue • Prerequisite: HAW410, HAW411, HAW412, HAW413 • Teaching methods: Supervised Therapy Sessions, Discussions, Reports • Assessment: Case studies, Seminar presentation, Class exercises and Professional interview

A subject in the Graduate Diploma of Social Science (Family Therapy)

**Aims & Objectives**

The aim of this subject is:

- To provide a supervisory forum that will be of benefit to both students and clients.
- To offer the students feedback both from their peers and the supervisors.
- To illustrate the usefulness of a competency-based style of supervision so that the students may continue to use this method after the course has concluded.

**Content**

The students bring clients for therapy sessions in which one-way screen and video monitors are used. The supervisors and the other students form supervisory teams...
to provide feedback to the student. The overall method used is that of the reflecting team. The two-hour segment operates as follows:

- The total session is videotaped.
- Briefing of the team by the student prior to the therapy session.
- The students and two supervisors break into two teams and go to two different viewing rooms.
- Forty-five minute therapy session
- Team One swaps rooms with student/client system and offers feedback for the benefit of the client. Therapy session concludes and client leaves.
- Team 2 leads the feedback for the benefit of the student.
- Discussion of the session by total group, students and supervisors.
- Student from the previous week, having watched the entire videotape, presents a brief summary of clinical learnings.
- This whole process is repeated with another student/client.

This subject tests the students’ ability both to be able to function capably within a real clinical setting and to be able to reflect on and self-assess personal clinical performance. In this course special emphasis is given to systemic clinical ability. The students receive feedback from the supervisors, from peers, and from replaying the whole session on video. The learnings from the multiple layers of insights are articulated by the students and they are expected to write up the whole session in their journals and to formulate a new personal learning contract for their next live session. Students are assessed on their proficiency in both clinical work and written reflection.

**Recommended reading**


**HAW423 Special Issues in Family Therapy 2**

6.25 Credit Points • 1 Semester • 3 Hours per Fortnight • External Venue • Prerequisite: HAW410, HAW411, HAW412, HAW413, HAW420 • Teaching methods: Discussions, Role-Plays, Case Studies • Assessment: Literature reviews, Role-plays

A subject in the Graduate Diploma of Social Science (Family Therapy)

**Aims & Objectives**

In this subject, students’ micro-skills are further developed with the use of more complex combinations of clinical interventions. Students will contribute to the sessions by leading discussions and presenting case studies to illustrate clinical issues. Role-plays will aid in the development of alternative interventions.

**Content**

Students have previously listed those theoretical issues and practical applications and skills which are of particular interest to their group. These topics are then negotiated with the lecturers and the sessions are arranged accordingly. At this advanced level of theory and practice, students are expected to contribute to the lecture sessions in a variety of ways: leading discussions with reference to the theory covered; presenting case studies to illustrate particular clinical issues, participating in role-plays as a way of developing alternate interventions. Students will be required to review specialised texts of the family therapy field and to present verbal and written reports.

**Recommended reading**


The student received feedback from the supervisors, from peers, and from replaying the whole session on video. The learnings from the multiple layers of insights are articulated by the students and they are expected to write up the whole session in their journals and to formulate a new personal learning contract for their next live session. Students are assessed on their proficiency in clinical skills and written reflection.

**Recommended reading**


**HAY452/HAY459 Thesis A**

25 Credit Points • 1 Semester • 15 Hours of Workshops plus regular consultation with thesis supervisor • Hawthorn • Prerequisite: Nil • Teaching methods: Mini-conference participation, regular meetings with thesis supervisor • Assessment: 2000-word annotated bibliography, presentation of research proposal at mini-conference

A subject in the Bachelor of Arts (Honours) - Psychology stream and the Postgraduate Diploma of Psychology.

**Aims & Objectives**

This subject aims to advance students' understanding of research methods in psychology, with special emphasis on current research tools and techniques. It also aims to facilitate students to design and develop their 4th-year thesis project.

**Content**

Students are required to attend a series of four method workshops as well as the first lecture that introduces students to an overview of the research process. Students are also required to meet regularly with their thesis supervisor and to present their project at the Psychology mini-conference.

**Recommended reading**


**HAY453 Advanced Quantitative Methods**

12.5 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: Nil • Teaching methods: Lecture and Laboratory Classes • Assessment: Examination 50%, Computer skill test 40%, Workbook 10%

A subject in the Bachelor of Arts (Honours) - Psychology stream and the Postgraduate Diploma of Psychology and the Bachelor of Science (Psychology/ Psychophysiology)(Honours).

**Aims & Objectives**

This subject provides a conceptual framework for understanding univariate and multivariate analyses and interpretation of psychological data. It also provides an opportunity to use a range of data analysis techniques. These include analysis of variance and covariance, multiple regression analysis, multiple and logistic regression techniques, cluster and factor analysis, discriminant function analysis, path analysis, and structural equation modelling.

**Content**

The objective of this unit is to prepare students for various quantitative data analysis skills that they may require for analysing their fourth-year thesis data.
student must plan and carry out every phase of the project from initial planning to final analysis, interpretation and reporting of the data. While flexibility in methodology is clearly required, given the diversity of potential topics for investigation, the methodology and data analysis procedures used must be:

- Generally recognised within the field of psychological research as sound and appropriate for the particular question.
- Correctly implemented in a systematic manner.

A member of the Psychology Discipline, or an affiliate of the Psychology Discipline will be assigned to supervise the research. Supervisor and student will be expected to meet regularly for consultation according to a mutually agreed timetable.

The conduct of the research overall must conform in all respects to the principles of research ethics stated in the School of Social and Behavioural Sciences’ Statement of Research Ethics.

**Recommended reading**

- Code of Ethics, Australian Psychological Society, Melbourne, 2002

**HAY457 Ethical and Professional Issues**

<table>
<thead>
<tr>
<th>12.5 Credit Points</th>
<th>1 Semester</th>
<th>2 Hours per Week</th>
<th>Hawthorn</th>
<th>Prerequisite: Nil</th>
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A subject in the Bachelor of Arts (Honours) - Psychology stream and the Postgraduate Diploma of Psychology.

**Aims & Objectives**

Objectives of the subject are:

- To ensure awareness of ethical and professional issues confronting practicing psychologists.
- To clarify the relationship between the Psychologists Registration Board of Victoria and the Australian Psychological Society (APS).
- To ensure familiarity with the APS Code of Ethics, the APS Ethical Guidelines and the Registration Board’s statements regarding ethical practice.
- To develop an awareness of how to apply in practice the principles outlined in the APS Code of Ethics.
- To foster the ability to identify situations that give rise to ethical and professional dilemmas for practicing psychologists in the areas of competence, confidentiality and informed consent.
- Acquaintance with the steps involved in ethical decision-making.
- Provide details regarding the practical skills involved in report writing, record-keeping and testing.
- To introduce issues relating to psychology and the law and the psychologist’s role in court.

**Content**

This subject introduces students to the essential elements of ethical and professional practice in psychology. The subject gives a background to the profession and information about professional associations and registration requirements in the state of Victoria. Ethical and professional issues such as competence, confidentiality, informed consent and professional conduct are covered. Practical professional skills such as report writing, record-keeping and analysing ethical dilemmas are introduced. Issues surrounding psychology and the law are studied, together with the psychologist’s role in court. Throughout the subject there is an emphasis on becoming aware of, and applying in practice, the principles and procedures outlined in the APS Code of Ethics.

**Recommended reading:**


**HAY458 Counselling Psychology**

<table>
<thead>
<tr>
<th>12.5 Credit Points</th>
<th>1 Semester</th>
<th>3 Hours per Week</th>
<th>Hawthorn</th>
<th>Prerequisite: Nil</th>
</tr>
</thead>
</table>

A subject in the Bachelor of Arts (Honours) - Psychology stream and the Postgraduate Diploma of Psychology.

**Aims & Objectives**

This subject introduces students to major contemporary methods of counselling, including psychodynamic family systems, and existential and cognitive behavioural frameworks. Students also develop basic skills in counselling, microskills and counselling processes, including empathy.

**Content**

- Contemporary theory and research in counselling psychology
- Models of training in counselling and interviewing
- Experiential training in counselling
- Counselling service delivery systems
- Evaluating and monitoring counselling service programs
- Contemporary theory and practice in small group psychology; group facilitation skills

**Recommended reading**


**HAY530/HAY630 Counselling Theory and Skills**

<table>
<thead>
<tr>
<th>12.5 Credit Points</th>
<th>1 Semester</th>
<th>3 Hours per Week</th>
<th>Hawthorn</th>
<th>Prerequisite: Nil</th>
</tr>
</thead>
</table>

A subject in the Master of Psychology in Counselling Psychology; Master of Psychology in Health Psychology; Professional Doctorate of Psychology (Counselling Psychology); and Professional Doctorate of Psychology (Health Psychology).

**Aims & Objectives**

Having completed this subject, students should be able to do the following:

- Understand the principles of the solution-focused and interpersonal psychodynamic approaches to psychotherapy
- Apply principles from these approaches to conceptualising presenting problems and designing interventions
- In an appropriate professional manner, demonstrate the interpersonal skills that are dictated by these two approaches

**Content**

Depending upon (a) the initial skills and experience of the group and (b) preferences of the group, some or all of the following topics will be covered:

- Counselling microskills (attending, questioning and empathic responding)
- Solution-focused approach to counselling (paying attention to what the client wants, amplifying, exploring for exceptions, formulating feedback, tracking progress, coping questions in crisis situations)
- Interpersonal psychodynamic approach to counselling (establishing a working alliance, resistance, internal focus for change, responding to conflicted emotions, familial and developmental factors, inflexible coping strategies, current interpersonal factors, termination).

**Recommended reading and texts**


**HAY531/HAY631 Foundations of Health Psychology**

<table>
<thead>
<tr>
<th>12.5 Credit Points</th>
<th>1 Semester</th>
<th>3 Hours per Week</th>
<th>Hawthorn</th>
<th>Prerequisite: Nil</th>
</tr>
</thead>
</table>

A subject in the Master of Psychology in Health Psychology and Professional Doctorate of Psychology (Health Psychology).
Aims & Objectives
The aim of this subject is to provide students with an overview of research and practice in health psychology. The role of a health psychologist in the promotion and maintenance of health and the prevention and treatment of illness will be addressed, with particular attention to assessment and intervention strategies which focus on the social, emotional, cognitive and behavioural correlates of specific illnesses.

Content
Topics include:
- Conceptual Models of Health and Illness.
- Biological Foundations of Health and Illness.
- Psychological Foundations of Health and Illness.
- Social Foundations of Health and Illness.
- The Role of Stress.
- Promoting Health, Preventing Illness.
- Biopsychosocial Approaches to Prevention and Treatment of Health Problems.

Recommended reading
Bennett, P., Murphy, S., Psychology and Health Promotion, Open University Press, Buckingham, UK, 1997.
Cattabiano, M.L.; Sarafino, E.P., Health Psychology, Wiley, Old, Australia, 2002

HAY532/HAY632 Human Services Research and Evaluation
12.5 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: Nil
- Teaching methods: 1-hour Lecture, 2-hour Seminar
- Assessment: Class presentations, Group project, Individual evaluation proposal. Extra assessment tasks may be required for DPsych students.
A subject in the Master of Psychology in Counselling Psychology and Professional Doctorate of Psychology (Health Psychology)

Aims & Objectives
The aim of this course is to build upon research design and analysis skills acquired during undergraduate study and to apply these skills to the evaluation of human services. The course will introduce you to major aspects of program evaluation. It will show you how to plan an evaluation, take into account the interests of various stakeholders, develop appropriate research designs and measures, including use of both quantitative and qualitative methods, in order to conduct various types of evaluations.

Content
Topics include:
- Research design in field settings.
- Measurement in human services research.
- Qualitative research methodologies.
- Meta-analysis.
- Program evaluation methods and designs.
- Collecting and analysing evaluation data.
- Reporting research.

Recommended reading

HAY533/HAY633 Health Placement A1
HAY534/HAY634 Health Placement A2
12.5 Credit Points • 1 Semester per Subject • Hawthorn • Prerequisite: HAY530/HAY630; HAY533 is a prerequisite for HAY534; HAY633 is a prerequisite for

HAY634 • Teaching methods: Workshops and Supervision Sessions • Assessment: Continuous
Subjects in the Master of Psychology in Health Psychology and Professional Doctorate of Psychology (Health Psychology).

Aims & Objectives
An understanding of biopsychosocial stress-health processes is a core knowledge area, and the management of stress is a core skill, fundamental to the professional practice of health psychology. This internal double placement at the Psychology Centre provides training in the use of psychophysiological stress monitoring equipment, and experience in the application of biofeedback and cognitive-behavioural stress management techniques to assess, prevent and treat clients' stress-related health problems.

Content
Placement A1 provides supervised training in the techniques and applications of biofeedback and stress management. Placement A2 provides supervised practical experience using these techniques. Client services are provided at the Psychology Centre, where students will see individual clients and run group programs.

Recommended reading

HAY535/HAY635 Diagnosis, Treatment and Referral
12.5 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: HAY539/HAY639 • Teaching methods: Weekly Seminars • Assessment: Class case studies, Videotaped clinical interview and Assessment report. Methods of assessment are reviewed on a yearly basis.
A subject in the Master of Psychology in Counselling Psychology and Professional Doctorate of Psychology (Counselling Psychology).

Aims & Objectives
This subject introduces students to different areas of specialist practice in the field of psychology. A developmental perspective will be taken with a focus on the diagnosis, assessment and treatment of different clinical presentations from infancy to adulthood. A number of guest speakers with expertise in the field will present to the class. The major objectives of the subject are to provide students with:
- A detailed understanding of the most recent Diagnostic and Statistical Manual of Mental Disorders, its application to different populations and its use in clinical settings.
- An assessment framework for working with children and young adults.
- An understanding of a range of treatment options for disorders across the lifespan.

The subject is designed to:
- Enhance skills in understanding the strengths and limitations of diagnosis from a developmental perspective.
- Develop an understanding of the importance of assessment and formulation for diagnosis and treatment planning.
- Develop an awareness of the range of treatment options for children, adolescents and adults who present with psychological and psychiatric difficulties.

Content
Specific topics may include:
- Classification, diagnosis and the Diagnostic and Statistical Manual for Mental Disorders
- Assessment
- Disorders of infancy and early childhood
- Disorders of childhood
- When to refer and referral sources
- Working with adolescents
- Depression, anxiety and mental state examinations in older adolescents
- Disorders in adulthood

Swinburne University of Technology | Postgraduate Course Handbook 2004
Prescribed reading


Or


Recommended reading


Selected articles will be provided in class.

**HAY536/HAY636 Culture, Gender and Health**

12.5 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: Nil

Teaching methods: Lecture and Workshop • Assessment: Workshop and Grant applications. Extra assessment tasks may be required for DPynch students.

A subject in the Master of Psychology in Health Psychology and Professional Doctorate of Psychology (Health Psychology).

**Aims & Objectives**

The aim of this subject is to highlight health issues which are specific to certain gender and culture groups. Social and psychological factors, as well as physical factors, play an important role in men’s and women’s reproductive and sexual health. Likewise, a mix of biopsychosocial factors influences the health of specific cultural groups within Australian society. This course will examine the special needs of these groups and highlight areas where psychologists can provide expertise to help tackle specific health problems.

**Content**

Topics include:

- Gender Issues in Health.
- Men’s and Women’s Sexual Health.
- Women’s and Men’s Reproductive Health.
- Gay and Lesbian Health.
- Cross-Cultural Issues in Health.
- Ethnicity and Health Care.
- Immigrant Health.
- Aboriginal Health.

**Recommended reading**


A book of readings is available from the library.

**HAY537/HAY637 Counselling Applications**

12.5 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: HAY536/HAY636

Teaching methods: Seminar • Assessment: Assignments. Extra assessment tasks may be required for DPynch students.

A subject in the Master of Psychology in Counselling Psychology and Professional Doctorate of Psychology (Counselling Psychology).

**Aims & Objectives**

This subject follows on from Counselling Theory and Skills. It introduces students, in a workshop context, to important topics in counselling psychology practice, in conjunction with students’ supervised practica and subsequent independent practice. Focus is on cognitive-behavioural interventions with adults, adolescents and children.

**Content**

Topics may include: application of counselling techniques to selected client problems e.g. depression, anxiety, anger, interpersonal-skill deficits, crisis counselling, substance abuse, post-traumatic stress, marital and family conflict, child abuse, eating disorders, pain management and disorders of sleep.

**Recommended reading**


**HAY538/HAY638 Aspects of Professional Practice**

12.5 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: Nil

Teaching methods: 1-hour Lecture, 2-hour Seminar/Workshop per Week • Assessment: Class presentations, Integrative essay

A subject in the Master of Psychology in Counselling Psychology and Professional Doctorate of Psychology (Counselling Psychology).

**Aims & Objectives**

The aim of the subject is to consolidate the knowledge and skills gained by students during their supervised practica in order to transfer this knowledge and skill to psychological practice after graduation.

**Content**

A series of topics will be covered in seminar format. They will cover areas such as:

- Employee assistance programs.
- Family and work balance.
- Stress and burnout.
- Mental health and community agencies.
- Supervising and being supervised.
- Consultation skills.
- Ongoing professional development; and independent practice.
- Communication and public relations.
- Psychology and contemporary social issues.
- Intercultural and minority group issues.

**Recommended reading**

Specific readings will be presented in advance of each class. Some useful general texts are:


**HAY539/HAY639 Psychological Assessment**

12.5 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: Nil

Teaching methods: Seminar • Assessment: Assignment & Practical examination. Extra assessment tasks may be required for DPynch students.

A subject in the Master of Psychology in Counselling Psychology, Master of Psychology in Health Psychology, Professional Doctorate of Psychology.
Aims & Objectives
This subject builds upon knowledge of psychometrics gained from undergraduate study and is intended to equip graduates with skills in a selection of psychological assessment procedures.

Content
Topics may include:
- A review of the foundations of psychological assessment, including reliability, validity.
- Procedures for establishing and improving the reliability and validity of assessment procedures.
- The assessment interview and Psychodiagnostic Systems (e.g. DSM-IV).
- Assessing abilities including the use of WISC-3 and WAIS-3.
- Self-report and projective measures of personality functioning, MMPI-2, Rorschach, TAT, CPI, 16PF.
- Conceptualising client and social system dynamics.
- Reporting psychological assessments.

Recommended reading

HAY540/HAY640 Counselling Placement A1
HAY541/HAY641 Counselling Placement A2
12.5 Credit Points  50 Work Days for Masters students; 75 Work Days for DPsych students  Hawthorn  Prerequisite: HAYS30/HAY630, HAY640 is the prerequisite for HAY641  Teaching methods: Workshops and Supervision Sessions  Assessment: Continuous
Subjects within the Master of Psychology in Counselling Psychology and Professional Doctorate of Psychology (Counselling Psychology).

Aims & Objectives
These practica are concerned primarily with helping students to make the transition from the counselling laboratory to the counselling practice setting. Initially, new students will be allocated to clients at the Swinburne Centre for Psychological Services. In addition, students will participate in the administration of the Centre and in dealing with telephone enquiries to the Centre.

Students will be allocated clients in accordance with their existing levels of counselling skills, their professional skills and their professional interests. A normal case load will be four clients per week. Students will be expected to see a mixture of child, adolescent and adult clients and to gather experience in working with groups and families as well as individuals.

A supervisor will be appointed and will meet regularly with the student for supervision. The supervisor will be an associate of the Centre. Students will also meet in small group supervision sessions to discuss their clients. Students will present reports on cases for discussion by the group. In addition, each student will write a case summary after termination with each client.

For Masters, the 50 work days must include 100 hours of client contact. For DPsych, the 75 work days must include 150 hours of client contact.

Students will be evaluated by the supervisor(s) most directly associated with their placement.

HAY542/HAY695 Supervised Health Placement B1
HAY544/HAY696 Supervised Health Placement B2
12.5 Credit Points  1 Semester per Subject  Hawthorn  Prerequisite: HAY533/ HAY633 and HAY534/HAY634, HAY542 is a prerequisite for HAY544; HAY695 is a prerequisite for HAY696  Teaching methods: Supervised Practice  Assessment: Continuous

Subjects in the Master of Psychology in Health Psychology and Professional Doctorate of Psychology (Health Psychology).

Aims & Objectives
External placements are designed to provide supervised professional training in the practice of health psychology. As the practice of health psychology is diverse, placements may be undertaken in a variety of clinical, health promotion and research agencies involved in health maintenance and promotion, disease prevention and treatment, health and lifestyle counselling, or public health policy.

Content
Placements B1 and B2 are arranged in accordance with each student's skill, experience level, and professional interests. Students will be expected to consult with a range of clients including individuals, families, groups and organisations.

Recommended reading
As recommended by supervisors.

HAY543/HAY643 Professional, Ethical & Legal Issues
12.5 Credit Points  1 Semester  3 Hours per Week  Hawthorn  Prerequisite: Nil  Teaching methods: Lectures and Seminars  Assessment: Case studies and Essays, Extra assessment tasks may be required for DPsych students
A subject in the Master of Psychology in Counselling Psychology, Master of Psychology in Health Psychology, Professional Doctorate of Psychology (Counselling Psychology), and Professional Doctorate of Psychology (Health Psychology).

Aims & Objectives
This subject is designed to ensure that students understand the ethical and legal responsibilities of psychologists working in the human services. Through study of the ethical standards of the profession and legal issues related to the practice of psychology, students will learn about the process of ethical and professional decision-making.

Content
Topics covered will include the regulation of psychological practice through professional associations and registration boards; the influence of values on ethical practice, limitations on confidentiality, who is the client, report writing, dual-role relationships, psychology and the law.

Recommended reading

HAY547/HAY647 Psychology of the Family
12.5 Credit Points  1 Semester  3 Hours per Week  Hawthorn  Prerequisite: HAY530 /HAY630  Teaching methods: Seminars, Workshops, Lectures and Demonstrations  Assessment: Seminar presentation 40%, Videotaped interview 60%. Extra assessment tasks may be required for DPsych students
A subject in the Master of Psychology in Counselling Psychology and Professional Doctorate of Psychology (Counselling Psychology).

Aims & Objectives
The subject is designed to:
- Examine contemporary theory concerning the role and function of the Australian family and its interaction with the wider society.
- Introduce students to theory and practice of systems approaches to family therapy.
- Introduce students to the practices of couples’ therapy

Content
Topics include:
- Introduction to the study of the family.
- Definitions of family, variations in Australian family structures.
• Family formation, functions.
• The family life-cycle.
• Family therapy and the major schools: structural, strategic, systemic.
• Contributions of significant family therapists.
• Generational and cross-cultural issues in family therapy
• Measurement of family interactions.
• Experiential exercises will be conducted to demonstrate intervention strategies with couples and families.

Recommended reading

HAY549 Research Project (Counselling) A1
HAY546 Research Project (Counselling) A2
HAY548 Research Project (Counselling) B1
HAY550 Research Project (Counselling) B2

12.5 Credit Points • 1 Semester • Hawthorn • Prerequisite: HAY548 is the prerequisite for HAY551; HAY551 is the prerequisite for HAY546; HAY546 is the prerequisite for HAY548; HAY548 is the prerequisite for HAY550 • Teaching methods: Research Supervision • Assessment: Continuous Subjects within the Master of Psychology in Counselling Psychology.

Aims & Objectives
These subjects are designed to:
• Enhance students’ awareness of the importance of a scientific research base for counselling psychology.
• To consolidate students’ practical understanding of research methodology related to counselling psychology.
• To contribute to the research program of the School.
At the end of the equivalent of four years of full-time study, each student must submit a thesis. This thesis must be accompanied by a technical supplement containing detailed results, raw data and copies of measures used.

Content
Development of research report based on student’s independent research project.

Recommended reading

HAY551 Supervised Counselling Placement B1
HAY545 Supervised Counselling Placement B2

12.5 Credit Points • 50 Work Days • Hawthorn • Prerequisite: HAY540 and HAY541; HAY551 is the prerequisite for HAY545 • Teaching methods: Professional Individual Supervision • Assessment: Continuous Subjects in the Master of Psychology in Counselling Psychology.

Aims & Objectives
These supervised placements are intended to broaden and consolidate students’ previous learning in the program and to provide students with the opportunity to act as responsible professionals within a counselling setting. The 75 eight-hour work days should include approximately 150 hours of client contact. Students will be allocated a setting for each supervised placement. Allocation to a setting will be guided both by the student’s professional interests and the objective of extending his or her existing skills. Students will take on counselling duties and participate in the professional activities of the supervised practice. The School of Social and Behavioural Sciences has links with numerous practice settings in which experienced psychologists work.

Students will be required to present written and/or verbal case reports to their supervisors. Students will be required to participate in the assessment or review of some aspect of the service delivery or administration of the supervised practice setting.

Content
Students will be evaluated by the supervisor(s) most directly associated with their work, together with the coordinator. Performance will be reviewed mid-way through the internship and a formal assessment made at the end of each supervised placement.

Recommended reading
Recommended by supervisor as appropriate to the placement setting and client issues.

HAY582/HAY682 Research Project (Health) 1A
HAY583/HAY683 Research Project (Health) 1B

12.5 Credit Points • 1 Semester • Hawthorn • Prerequisite: HAY582 is a prerequisite for HAY582; HAY682 is a prerequisite for HAY682 • Teaching methods: Research supervision • Assessment: Thesis progression Subjects in the Master of Psychology in Health Psychology and the part-time Professional Doctorate of Psychology (Health Psychology).

Aims & Objectives
These subjects are designed to:
• Enhance students’ awareness of the importance of a scientific research base for health psychology.
• To consolidate students’ practical understanding of research methodology related to health psychology.
• To contribute to the research program of the School.
At the end of the equivalent of four years of full-time study, each student must submit a thesis. This thesis must be accompanied by a technical supplement containing detailed results, raw data and copies of measures used.

Content
Development of research report based on student’s independent research project.

Recommended reading

HAY584/HAY684 Research Project (Health) 2A
HAY585/HAY685 Research Project (Health) 2B

12.5 Credit Points • 1 Semester per Subject • Contact time by arrangement with supervisor • Hawthorn • Prerequisite: HAY584 is the prerequisite for HAY585; HAY684 is the prerequisite for HAY685 • Teaching methods: Research Supervision • Assessment: Research thesis Subjects in the Master of Psychology in Health Psychology and part-time Professional Doctorate of Psychology (Health Psychology).

Aims & Objectives
These subjects are designed to:
• Enhance students’ awareness of the importance of a scientific research base for health psychology.
• To consolidate students’ practical understanding of research methodology related to health psychology.
• To contribute to the research program of the School.
At the end of the equivalent of four years of full-time study, each student must submit a thesis. This thesis must be accompanied by a technical supplement containing detailed results, raw data and copies of measures used.

Content
Development of research report based on student’s independent research project.

Recommended reading
HAY646 Supervised Counselling Placement B1
HAY645 Supervised Counselling Placement B2
12.5 Credit Points • 113 Work Days • 4 Hours per Week per Semester. • Hawthorn  
Prerequisite: HAY640 and HAY641; HAY648 is a prerequisite for HAY645  
Teaching methods: Supervision on site by an approved counselling psychologist or similarly qualified professional  
Assessment: Continuous  
Subjects in the Professional Doctorate of Psychology (Counselling Psychology).

Aims & Objectives
These practice are intended to broaden and consolidate students' previous learning in the program and to provide students with the opportunity to act as responsible professionals within a counselling setting. The 113 work days include approximately 225 hours of client contact. Students will be allocated to an internship in one setting for each practicum. Allocation to an internship setting will be guided both by the student's professional interests and the objective of extending his or her existing skills. Students will take on counselling duties and participate in the professional activities of the internship setting. The School of Social and Behavioural Sciences has links with numerous practice settings in which experienced psychologists work.

Students will be required to present written and/or verbal case reports to their supervisors.

Students are encouraged to participate in an assessment or review of some aspect of service delivery or administration of the internship setting.

Content
Students will be evaluated by the supervisor(s) most directly associated with their work together with the coordinator. Performance will be reviewed mid-way through the internship and a formal assessment made at the end of each placement.

Recommended reading
Recommended by supervisor as appropriate to the placement setting and client issues.

HAY648 Research Project (Counselling) A
HAY649 Research Project (Counselling) B
HAY650 Research Project (Counselling) C
HAY651 Research Project (Counselling) D
25 Credit Points • 1 Semester • As determined with supervisor • Hawthorn  
Prerequisite: HAY648 is the prerequisite for HAY649; HAY649 is the prerequisite for HAY650; HAY650 is the prerequisite for HAY651; HAY651 is the prerequisite for HAY652  
Teaching methods: Research Supervision  
Assessment: Continuous  
Subjects within the full-time Professional Doctorate of Psychology (Counselling Psychology).

Aims & Objectives
These subjects are designed to:
- Enhance students' awareness of the importance of a scientific research base for counselling psychology.
- To consolidate students' practical understanding of research methodology related to counselling psychology.
- To contribute to the research program of the School.

At the end of the equivalent of four years of full-time study each student must submit a thesis. This thesis must be accompanied by a technical supplement containing detailed results, raw data and copies of measures used.

Content
Development of research report based on student's independent research project.

Recommended reading

HAY653 Research Project (Counselling) F
12.5 Credit Points • 1 Semester • As determined with supervisor • Hawthorn  
Prerequisite: HAY652 is the prerequisite for HAY653  
Teaching methods: Research Supervision  
Assessment: Continuous  
A subject within the full-time Professional Doctorate of Psychology (Counselling Psychology).

Aims & Objectives
These subjects are designed to:
- Enhance students' awareness of the importance of a scientific research base for counselling psychology.
- To consolidate students' practical understanding of research methodology related to counselling psychology.
- To contribute to the research program of the School.

At the end of the equivalent of four years of full-time study each student must submit a thesis. This thesis must be accompanied by a technical supplement containing detailed results, raw data and copies of measures used.

Content
Development of research report based on student's independent research project.

Recommended reading

HAY654 Research Project (Counselling) G
HAY655 Research Project (Counselling) H
50 Credit Points • 1 Semester • As determined with supervisor • Hawthorn  
Prerequisite: HAY653 is the prerequisite for HAY654; HAY654 is the prerequisite for HAY655  
Teaching methods: Research Supervision  
Assessment: Continuous  
Subjects within the full-time Professional Doctorate of Psychology (Counselling Psychology).

Aims & Objectives
These subjects are designed to:
- Enhance students' awareness of the importance of a scientific research base for counselling psychology.
- To consolidate students' practical understanding of research methodology related to counselling psychology.
- To contribute to the research program of the School.
At the end of the equivalent of four years of full-time study, each student must submit a thesis. This thesis must be accompanied by a technical supplement containing detailed results, raw data and copies of measures used.

**Content**

Development of research report based on student’s independent research project.

**Recommended reading**


**Aims & Objectives**

These subjects are designed to:

- Enhance students’ awareness of the importance of a scientific research base for counselling psychology.
- To consolidate students’ practical understanding of research methodology related to counselling psychology.
- To contribute to the research program of the School.

At the end of the equivalent of four years of full-time study, each student must submit a thesis. This thesis must be accompanied by a technical supplement containing detailed results, raw data and copies of measures used.

**Content**

Development of a research report based on student’s independent research project.

**Recommended reading**


**Aims & Objectives**

These subjects are designed to:

- Enhance students’ awareness of the importance of a scientific research base for health psychology.
- To consolidate students’ practical understanding of research methodology related to health psychology.
- To contribute to the research program of the School.

At the end of the equivalent of four years of full-time study, each student must submit a thesis. This thesis must be accompanied by a technical supplement containing detailed results, raw data and copies of measures used.
Subjects in the part-time Professional Doctorate of Psychology (Health Psychology).

Aims & Objectives
These subjects are designed to:
- Enhance students’ awareness of the importance of a scientific research base for health psychology.
- To consolidate students’ practical understanding of research methodology related to health psychology.
- To contribute to the research program of the School.

At the end of the fourth year of enrolment each student must submit a thesis. This thesis must be accompanied by a technical supplement containing detailed results, raw data and copies of measures used.

Recommended reading

HAY678 Research Project (Health) 5
HAY681 Research Project (Health) 8
37.5 Credit Points • 1 Semester • As determined with supervisor • Hawthorn • Prerequisite: HAY677 must be completed before HAY680 • Teaching methods: Research Supervision • Assessment: Defence of thesis, Thesis
Subjects in the full-time Professional Doctorate of Psychology (Health Psychology).
Aims & Objectives
These subjects are designed to:
- Enhance students’ awareness of the importance of a scientific research base for health psychology.
- To consolidate students’ practical understanding of research methodology related to health psychology.
- To contribute to the research program of the School.

At the end of the equivalent of four years of full-time study, each student must submit a thesis. This thesis must be accompanied by a technical supplement containing detailed results, raw data and copies of measures used.

Recommended reading

HAY680 Research Project (Health) 7
50 Credit Points • 1 Semester • As determined with supervisor • Hawthorn • Prerequisite: HAY679 must be completed before HAY680 • Teaching methods: Research Supervision • Assessment: Continuous until HAY681 when a 40,000 to 60,000 word thesis is completed.
A subject in the full-time Professional Doctorate of Psychology (Health Psychology).

Aims & Objectives
These subjects are designed to:
- Enhance students’ awareness of the importance of a scientific research base for health psychology.
- To consolidate students’ practical understanding of research methodology related to health psychology.
- To contribute to the research program of the School.

At the end of the equivalent of four years of full-time study, each student must submit a thesis. This thesis must be accompanied by a technical supplement containing detailed results, raw data and copies of measures used.

Recommended reading

HAY686 Research Project (Health) 3A
HAY687 Research Project (Health) 3B
HAY688 Research Project (Health) 5A
HAY692 Research Project (Health) 8A
12.5 Credit Points • 1 Semester • As determined with supervisor • Hawthorn • Prerequisite: HAY685 must be completed before attempting HAY686; HAY686 must be completed before attempting HAY687; HAY687 must be completed before attempting HAY688; HAY688 must be completed before attempting HAY692 • Teaching methods: Arrangement with Supervisor. • Assessment: Defence of thesis, Thesis
Subjects in the part-time Professional Doctorate of Psychology (Health Psychology).
Aims & Objectives
These subjects are designed to:
- Enhance students’ awareness of the importance of a scientific research base for health psychology.
- To consolidate students’ practical understanding of research methodology related to health psychology.
- To contribute to the research program of the School.

At the end of the equivalent of four years of full-time study, each student must submit a thesis. This thesis must be accompanied by a technical supplement containing detailed results, raw data and copies of measures used.

Recommended reading

HAYC410 Ethical and Social Issues for Counsellors
12.5 Credit Points • 1 Semester • 2 Hours per Week • Hawthorn • Prerequisite: Nil • Teaching methods: Seminars • Assessment: Class tests 15%, Case analysis (1,500–2,000 words), Active participation in at least 75% of classes.
A subject in the Graduate Certificate of Social Science (Human Services – Counselling) and Graduate Diploma of Social Science (Human Services – Counselling). This subject was formerly coded as HAY445.
Aims & Objectives
The aim of this subject is to examine ethical and social issues which confront the counsellor working in human services. Drawing on the ethical codes of several professions (e.g. psychologists, social workers and nurses), this subject emphasises awareness and application of ethical principles and procedures. Because the students in this program are not necessarily affiliated with any professional organisation, particular emphasis is placed on establishing a personal code of conduct and the difficulties that can arise when the practices of the individual workplace contradict that code. Case studies and discussion are used to exemplify these ethical dilemmas.
Consideration of ethical issues in counselling and psychotherapy is also a major component of all subjects taught in the program.

Content
Topics include:
- Ethical principles: competence, integrity, respect for dignity, beneficence/maleficence, social responsibility.
- Values in the counselling process.
- Ethical decision-making.
- Confidentiality.
- Report writing/record-keeping.
- Managing boundaries and multiple relationships.
- Multicultural issues.
- The counsellor in the community.

Prescribed reading
Other reading will be recommended throughout the semester.
HAYC411 Foundations of Counselling 1

12.5 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: Nil

- Teaching methods: Lectures, Tutorials, Experiential Exercises, Workshops and Discussions
- Assessment: Demonstrate appropriate process and skills level and ability to reflect on self and counselling process on the basis of audiotaped and videotaped counselling session(s) and written analysis.

A subject in the Graduate Certificate of Social Science (Human Services – Counselling) and Graduate Diploma of Social Science (Human Services – Counselling).

Aims & Objectives

This subject will introduce students to the practical processes and skills of counselling using a problem management counselling model within a client-centred approach. The aim is for students to learn how to be fully present with people, how to maintain an effective working alliance, and how to assist clients to work through their issues and concerns so that there is effective change. A necessary part of this is that students develop a basic awareness of how their own interpersonal style, beliefs and internal processes affect the counselling process.

Students will be introduced to some basic theory on the therapeutic relationship, on the roles of cognition, emotion and behaviour in human functioning and on counselling and change. Students who successfully complete this subject will be able to conduct an effective 50-minute counselling session containing at least the first two stages of the problem management model, and accurately reflect on themselves and the counselling process.

The emphasis of this subject is on experiential learning and feedback so that students have a genuine opportunity to learn skills and to gain an accurate appreciation of both themselves as counsellors and of their clients. Video cameras will be used extensively.

Content

Topics include:

- Introduction to counselling
- The counselling process/stages
- Effective listening/tracking
- Empathy and maintaining the therapeutic alliance
- Cognition, emotion and behaviour in the client's presentation
- Microskills and using them to enhance counsellor skill
- The initial interview
- Assessment skills
- Identifying the various stages in the counselling process
- Working through the various stages

Recommended reading


HAYC413 Foundations of Counselling 2

12.5 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: HAYC411 Foundations of Counselling 1

- Teaching methods: Lecture, Tutorials, Experiential Exercises, Workshops and Discussions
- Assessment: Demonstrate appropriate counselling process and skills level, basic case conceptualisation and ability to reflect on self and counselling process demonstrated on the basis of videotaped counselling session(s) and written analysis (100%)

A subject in the Graduate Certificate of Social Science (Human Services – Counselling) and Graduate Diploma of Social Science (Human Services – Counselling).

Aims & Objectives

This subject is designed to continue students’ introduction to the practical skills and processes of counselling provided in Foundations of Counselling 1. Besides enabling students to work on identifying and changing interactional styles and problem-solving skills, understanding the last stage of the problem management model and developing empathic attentiveness, students will learn simple cognitive, behavioural, affective, existential and systemic interferences. Students’ ability to assess clients will also be expanded.

Students who successfully complete this subject will have the ability to engage with a client over more than one session, to establish and maintain the therapeutic alliance, assess the client and their problem and resources, guide clients with problem-solving skills, understanding the last stage of the problem management model and developing empathic attentiveness, students will learn simple cognitive, behavioural, affective, existential and systemic interferences. Students’ ability to assess clients will also be expanded.

Content

Topics include:

- Assessing and managing change
- Overview of strategies and interventions
- Emotional awareness, expression and regulation
- Affective interventions
- Cognitive interventions
- Behavioural interventions
- Systemic interventions
- Existential interventions
- The client in crisis
- Termination and follow-up
- Counsellor self-awareness

Prescribed reading


Recommended reading


HAYC412 Addiction Counselling

12.5 Credit Points • 1 Semester • 2 Hours per Week • Hawthorn • Prerequisite: Nil

- Teaching method: Oral presentation

A subject in the Graduate Certificate of Social Science (Human Services – Counselling) and Graduate Diploma of Social Science (Human Services – Counselling).

Aims & Objectives

This course introduces students to the specialised counselling areas of smoking and alcohol abuse, drug abuse, eating disorders, gambling and other addictive behaviours. It describes the history of theories of addictive behaviours and the shift from a disease model of addiction to the social learning theory perspective. The course discusses the stages of addiction in the context of this model and examines the similarities and differences between addictive behaviours. There is an emphasis on the wide variety of treatment approaches applied to these problems and the evaluation of their effectiveness. This is reinforced by inviting guest lecturers to speak on a number of specialist treatment areas.

Content

Topics include:

- What is an addiction?
- Smoking
- Alcohol
- Eating and caffeine
- Prescription drugs
- Illegal drugs
- Gambling and other behavioural addictions: e.g. exercise, work, sex, shopping

For each topic area the course will look at: initiating and maintaining the behaviour, the effects of cessation of the behaviour, relapse and treatment models.

Prescribed Reading


Recommended reading


Swinburne University of Technology | Postgraduate Course Handbook 2004
HAYC420 Issues for Special Population Groups

12.5 Credit Points • 1 Semester • 2 Hours per Week • Hawthorn • Prerequisite: HAYC411 Foundations of Counselling 1, HAYC413 Foundations of Counselling 2 • Teaching methods: Seminars • Assessment: Assignment (2500 to 3500 words) 100%
A subject in the Graduate Diploma of Social Science (Human Services – Counselling). This subject was formerly coded as HAY447.

Aims & Objectives
This subject provides a theoretical complement to the experiential work covered in Advanced Counselling. Students are introduced to a number of special issues related to working with clients from different cultures and at different developmental stages. The subject aims to prepare students to apply their counselling skills in a variety of settings and problems areas.

Content
Topics include:
- Assessment
- Feminist counselling perspectives
- Relationship counselling
- Counselling of older people
- Suicide interventions 1
- Suicide interventions 2
- Counselling children
- Considering abuse and vicarious trauma.
- Working with men
- Counselling gay men and lesbian women
- Counselling people with disabilities
- Counselling and multicultural issues

Recommended reading

HAYC421 Advanced Counselling

12.5 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: HAYC411 Foundations of Counselling 1, HAYC413 Foundations of Counselling 2 • Teaching methods: Lectures, Tutorials, Experiential Exercises, Workshops and Discussions • Assessment: Practical examination report based on skill demonstrated in videotaped counselling section (100%)
A subject in the Graduate Diploma of Social Science (Human Services – Counselling). This subject was formerly coded as HAY446.

Aims & Objectives
This subject is designed to build on the curriculum provided in Foundations of Counselling 1 and 2 and introduces a range of issues and life problems to which counselling interventions can be applied. The subject aims to:
- Increase students’ knowledge of support services and resources recommended for different issues/client types.

Content
Topics include:
- Microskills review, map counselling process
- Empathic attunement, tracking, therapeutic alliance
- The role of emotion, cognition and behaviour
- Hearing the story: assessment
- Goals, contracts and change/stability
- Emotion and affective interventions
- Teaching emotional self-regulation
- Cognitive interventions
- Behavioural interventions
- Termination, resources and referral
- Review and special concerns

Recommended reading
A subject in the Graduate Diploma of Social Science (Human Services – Counselling).

**Aims & Objectives**
The ‘practice’ subject designed as an optional alternative to the special application subject, based on students’ individual needs and access to a suitable placement. Only those students currently working in, or able to gain appropriate experience in, counselling agencies are permitted to take a work placement in preference to coursework. The supervised placement must be approved by the course coordinator prior to commencement.

**Content**
The placement is concerned primarily with helping students to make the transition from theory to practice. Students, after completing the HAYC411 and HAYC413 Foundations of Counselling 1 and 2, and HAYC410 Ethical and Social Issues for Counsellors, may be placed, according to skill, experience and access to suitable agencies, at counselling services where they are required to engage in general counselling activities and perhaps some administrative duties. In addition to being supervised at the placement agency, students may meet regularly with a supervisor from Swinburne University for individual or group case meetings.

**Recommended reading**
As required.

**HBC454  Accounting Principles**
12.5 Credit Points  • 7 Weeks or 1 Semester  • 5 Hours per Week (taught in block mode) or 3 Hours per Week (taught over one semester)  •  Hawthorn  • Prerequisite: Nil  • Teaching methods: Lecture and Tutorial  • Assessment: Class participation 5%; Tests 30%; Examinations 65%
A subject in the Graduate Certificate of Accounting

**Aims & Objectives**
- To develop a sound basic understanding of the main accounting reports which are the output of the accounting systems.
- To develop appropriate skills and techniques for analysing and interpreting accounting information.
- To learn how to recognise and select financial information relevant to particular business and financial decisions.
- To develop a sound basis of knowledge and interest in accounting that will serve as a basic foundation for further studies in this field.

**Content**
- Introduction to Accounting & Financial Statements
- Internal Performance Evaluation
- External Performance Evaluation
- Introduction to Management Accounting

**Textbook**

**References**

**HBC455  Accounting Information Systems**
12.5 Credit Points  • 7 Weeks or 1 Semester  • 5 Hours per Week (taught in block mode) or 3 Hours per Week (taught over one semester)  •  Hawthorn  • Prerequisite: HBC454  • Teaching methods: Lecture, Tutorial and Computer Laboratory  •  Assessment: Mid-semester test 10%, Practice set assignment 20%, Final exam 70%
A subject in the Graduate Certificate of Accounting

**Aims & Objectives**
The overall subject objective is to develop in students an understanding of the use of computers in the managing and maintaining of a company’s financial reports.

**Content**
- To provide participants with the skills and knowledge to effectively use and set up both manual and computerised accounting systems with an understanding of how issues of internal control of accounting systems and reports can be managed in an electronic environment.
- To provide students with an understanding of the use of computer-produced reports in the management and ongoing building of a business’ competitive advantage.

**References**
Hornby, Harrison, Bamberg, Best, Fraser and Willett. 2001, Accounting, 3rd edn, French’s Forest, Prentice Hall.

**HBC457  Business Modelling and Analysis**
12.5 Credit Points  • 7 Weeks (part-time) or 1 Semester (full-time)  • 5 Hours per Week (part-time) or 3 Hours per Week (full-time)  •  Hawthorn  • Prerequisite: Nil  • Teaching methods: Lecture, Tutorial and Lab  • Assessment: Final examination 50%; Major assignment 35%; Class test – short answers 15%
A subject in the Graduate Certificate of Accounting

**Aims & Objectives**
Business decision-making is increasingly complex and this subject aims to introduce students to a variety of quantitative tools and techniques that assist in this process. Emphasis is placed on analysing business problems and determining which mathematical or statistical techniques should be applied to solve the problems, prior to interpretation of the results. Case studies are considered and alternative solutions are discussed. Use of computational aids such as financial and statistical calculators and software such as MS Excel is expected. In addition, students will develop non-technical report-writing skills that will assist and encourage communication and discussion in the business context.

**Content**
- Financial Analysis
  - DCF and financial mathematics.
- Finance and Capital Markets Research
  - Descriptive statistics
  - Normal distribution
  - Correlation and regression
- Accounting Research
  - Sampling and estimation
- Accounting Analysis
  - Inventory management
  - Index numbers
  - Time series

**Textbooks**

Students will need to have financial/statistical calculators. The Sharp EL733A is recommended.

**HBC529  Corporate Financial Management**
12.5 Credit Points  • 1 Semester  • 3 Hours per Week  •  Hawthorn  • Prerequisite: HBC457  • Teaching methods: Lecture and Class discussion of issues and problems.
- Assessment: Assignments, Examinations.
A subject in the Graduate Diploma of Accounting

Aims & Objectives
- To provide students with an understanding of the concepts of corporate finance.
- To develop in students the skills of analysis and evaluation needed to apply the concepts of corporate finance to financial management.

Content
The subject is structured from the point of view of orientating the student to the fundamentals of managing the financial aspects of a business and covers the following topics:
- Financial mathematics.
- Concepts of valuation.
- Evaluation and selection of investment projects.
- Cost of capital.
- Sources of finance and financial intermediaries.
- Dividend policy.
- Financing methods and impact on capital structure.
- Modern portfolio theory.
- Current developments in finance.

Textbook

References

HBC531 Financial Reporting
12.5 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: HBC454 • Teaching methods: Lecture and Class discussion of issues and problems • Assessment: Assignments, Examinations

A subject in the Graduate Diploma of Accounting

Aims & Objectives
The overall objective of this subject is to develop in participants an ability to think through corporate accounting issues, to develop an awareness of the financial accounting function within a company and the contemporary issues in the practice of financial accounting.

Content
The subject covers the following areas:
- Share capital and other forms of finance.
- Business combinations, including amalgamations, mergers and takeovers.
- Group accounting – particular emphasis on this topic. It includes the preparation of consolidated accounts, equity accounting and joint ventures.
- Availability of profits for distribution.
- Reconstruction and company liquidation.
- Presentation of financial reports with focus on accounting standards.

References
Australian Corporations Legislation, Latest edn.

HBC532 Managerial Accounting
12.5 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: HBC454 • Teaching methods: Lecture and Class discussion of issues and problems • Assessment: Assignments, Examinations

A subject in the Graduate Diploma of Accounting

Aims & Objectives
To introduce participants to the role of accounting in the planning and decision-making functions of the management process. To understand the characteristics and purposes of the main types of cost systems and how they provide information for costing products and services, for measuring the performance of managers and business segments, and for making strategic decisions.

Content
- Cost volume profit analysis.
- Costing products and services.
- Short-term decision analysis.
- Budgeting.
- Performance measurement.
- Strategic decision-making.

References
issues, ethics, intangibles, extractive industries, foreign currency translation and Triple Bottom Line reporting.

Although the subject is concerned with theory, considerable use is made of practical problems in parts of the subject to illustrate the application of theory.

Content
Topics studied include:

- Conceptual framework.
- Development of accounting theories.
- Development of accounting standards.
- Positive accounting theory.
- Accounting for: foreign exchange, financial instruments, extractive industries, intangible assets.
- Income theory and measurement.
- Ethics, corporate governance and Triple Bottom Line reporting

Textbooks

HBC616 Income Tax Law

12.5 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: HBC529 • Teaching methods: Lecture and Tutorial • Assessment: Assignments, Examinations

A subject in the Master of Accounting

Aims & Objectives
The overall objective is to develop in students an understanding of the Income Tax Assessment Act 1936 and 1997, together with those acts which are complementary to the Assessment Act.

Content
Topics studied include:

- The nature of assessable income.
- Specific income types.
- Source residency and derivation.
- Eligible termination payments.
- Capital gains tax.
- Fringe benefits tax.
- Allowable and specific deductions.
- Taxation of companies and shareholders.
- Taxation of partnerships and individuals.

References
Australian Federal Tax Reporter, CCH Australia Ltd, Current edn.
Australian Income Tax Assessment, CCH Australia Ltd, Current edn.
Barkocy, S., Australian Tax Casebook, CCH Australia Ltd, NSW, Current edn.

HBC617 Financial Risk Management

12.5 Credit Points • 1 Semester • 5 Hours per Week • Hawthorn • Prerequisite: HBC529 • Teaching methods: Lecture and Tutorial • Assessment: Examination, Tests

A subject in the Master of Accounting.

Aims & Objectives
The subject examines the nature of risk in the context of financial decisions and the techniques used by management to identify and manage the risks.

Content
Specific topics include project risk analysis, options, futures and forwards, credit risk in financial institutions, swaps, managing interest rate risk, foreign exchange risk, and portfolio risk.

References

HBC618 Personal Investment

12.5 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: HBC529 • Teaching methods: Lecture and Tutorial • Assessment: Assignments, Two tests, Examinations

A subject in the Master of Accounting

Aims & Objectives
The purpose of this subject is to help participants learn how to manage their money and develop skills to be better able to advise others in managing their investments. To achieve this, it is necessary to learn about the investment alternatives available today and, more importantly, to develop a way of thinking about investments that will remain in the years ahead when new investment opportunities arise as a result of changes to our financial system.

More specifically, the subject objectives are:

- To acquaint participants with the various avenues for the investment of funds, including shares, fixed-interest securities and property.
- To review the impact of taxation on investment planning.
- To consider the fundamental principals of modern portfolio theory.
- To consider the process of portfolio selection and ongoing investment strategies.
- To review the characteristics of financial futures and options and how they may be used to modify the risk-return profile of investment portfolios.

Content

- Taxation and the investor.
- Portfolio theory.
- Efficient markets.
- Fundamental and technical analysis.
- Interest-bearing investments.
- Managed investments and performance evaluations.
- Real estate.
- Warrants, rights and convertible securities.
- Options and futures.
- Superannuation.
- Financial planning and investment advice.

Textbook

Recommended reading

HBC622 Research Methodology and Report

25 Credit Points • 2 Semesters • 3 Hours per Week • Hawthorn • Prerequisite: Successful completion of Year 3 of the Master of Accounting • Teaching methods: Seminar Approach, combining Lectures with Discourse, Laboratory Workshops, Personal Supervision • Assessment: Class exercises and a publishable article of 7,000–10,000 words

A subject in the Master of Accounting
Aims & Objectives

The subject aims to develop research skills in students and:

- To familiarise students with various methods of data collection and analysis, which would be expected to be integral to the researcher in accounting and related disciplines. This is to contextualise the research, that is, to ensure that the researcher can choose the most appropriate methods, given the context in which the researcher operates.
- To ensure that, where students’ research demands it, they are conversant with the appropriate application of statistics, through the use of a recognised statistical package, for example, SPSS.
- To have an extensive understanding of the ethics of research, in particular the Swinburne Code of Ethics for Research.
- To develop an appreciation of business ethics in relation to accountability and social responsibility.
- Develop students’ ability to undertake a review of the latest literature in an accounting/finance-related area.
- Develop students’ ability to formulate research questions and hypotheses.
- Develop the ability to successfully undertake a research project and write the results in a manner which would be acceptable for publication in an academic journal.

Content

The intention of this subject is to provide both the theoretical and technical knowledge to assist participants to:

- Successfully formulate research questions for their Research Project.
- Determine the appropriate methodology or methodologies.
- Collect data.
- Analyse data.
- Link findings to the theoretical underpinning of the research.

Each student will select a topic in consultation with his/her supervisor. After preparing a literature review and developing a research question, the student will undertake a research project. The results will be written in the form of an article for publication.

Textbook


References

Ryan, B., Cooper, R., & Theobald, M., Research Method and Methodology in Finance and Accounting, 2nd edn, Thomson, Cornwall, 2002.

HBE613 Economics

12.5 Credit Points • 7 Weeks • 5 Hours per Week (taught in block mode) • Hawthorn • Prerequisite: Nil • Corequisites: Nil • Teaching methods: Lecture, Tutorial and Class discussion • Assessment: Final examination, Class test, Major assignment, Class participation.

A subject in the Master of Accounting

Aims & Objectives

- To provide students with an understanding of economic principles which assist managerial decision-making.
- To assist students to analyse current economic issues and the likely effect of economic policies using a systematic framework.
- To encourage students to apply their economic knowledge to the Australian economy.

Content

This subject exposes students to both micro and macroeconomic issues relevant for business decision making. Topics discussed include:

- The operation of markets;
- Pricing and production levels in competitive and imperfectly competitive markets;
- Market failure and the role of Government;
- Determinants of an economy’s output, employment and prices;
- Government influence on an economy via monetary and fiscal policies;
- Macroeconomic debates and policies to enhance economic growth.

Textbook


References


HBG500 Business Research Methodology

25 Credit Points • 1 Semester • 4 Hours per Week • Hawthorn • Prerequisite: Nil • Teaching methods: Lecture, Tutorial, Laboratories and Seminar • Assessment: Class work, Quantitative assessment, Qualitative assessment

A subject in the Graduate Diploma of Business (Research Methodology)

Aims & Objectives

To equip students with the necessary research skills to conduct studies for higher degrees. The student will become competent in finding, evaluating and applying research findings to a wide variety of problems. Students will be exposed to all research methods not just those relevant to their discipline of study. The subject intends to provide the student with sufficient generic understanding of the implication of choosing particular quantitative and qualitative methods to choose an appropriate methodology for their project, rather than providing detailed technical knowledge of distinct statistical software packages. This can be obtained in other forums within the University.

Content

The subject will include the following topics:

- Introduction to research methodology.
- Selection and definition of a problem.
- Preparation and evaluation of research proposals.
- Selection of a sample.
- Selection of a measuring instrument.
- Selection and evaluation of qualitative and quantitative research methods.
- Data analysis and interpretation.
- Preparation of a research report.
- Research critiques.

Textbook


References


HBG510 Business Research Project

50 Credit Points • 1 Semester • Hawthorn • Prerequisite: Nil • Teaching methods: Supervision • Assessment: Project Report

A subject in the Graduate Diploma of Business (Research Methodology)
Aims & Objectives
The student’s independent work will be supervised by a suitably qualified member of Swinburne academic staff. The topic of the project, while being set by the student, must be one consistent with:

- the broad content of the discipline within which the project has been taken
- the capacity of the student to realistically complete research into the topic in the prescribed time
- a standard deemed by the examiner to be publishable.

Content
Normally, a student will produce a written research project of between 10,000 and 15,000 words. The structure of the project report will be consistent with the quality expectations that are carried with a work of this kind.

The project will include:
- A statement of the issue.
- Hypothesis or problem.
- A current literature review.
- Cogent argument.
- Clear conclusions and if necessary, appropriate recommendations.

In addition, a minimum of two workshops/seminars from the Library courses offered or the Office of Research and Graduate Studies calendar of workshops and activities must be attended. Although these do not constitute assessable activities per se, students may be required to make a short, public presentation of the material covered.

Recommended reading
References will be discipline specific.

HBG511 Current Issues in Business: Advanced Reading Unit
25 Credit Points • 1 Semester • Contact hours will be determined in consultation with a student’s supervisor • Hawthorn • Prerequisite: Nil • Teaching methods: Supervision • Assessment: Public presentation within the School of Business. This may be within a discipline group or some other group considered appropriate within the School. Preparation of a short report to complement the presentation.

A subject in the Graduate Diploma of Business (Research Methodology)

Aims & Objectives
To equip students with the necessary skills to research identified current issues in the business world, present the arguments on both sides of the case, and come up with a cogent conclusion. Examples of current issues might include:

- Internationalisation/globalisation.
- Knowledge management.
- Performance management.
- Ethics and governance.
- Internet fraud and abuse.
- Environmental issues.
- Competitive advantage and sustainability.
- Coping with change.
- Organisational structures and trends.
- Technology implementation and transformation.
- The role of government in business.

Content
The student will produce a written report on a current business issue identified from readings of daily/weekly newspapers, current affairs programs, professional journals/magazines and texts. The report and the presentation will normally include:

- A statement of the issue.
- A review of readings from both sides of the case.
- A cogent argument.
- A clear, rational conclusion.

In addition, a minimum of two workshops/seminars from the Library courses offered or the Office of Research and Graduate Studies calendar of workshops and activities must be attended. Although these do not constitute assessable activities per se, students may be required to make a short, public presentation on the material covered.

HBB520 The HRM as Internal Consultant
12.5 Credit Points • 1 Semester • 2.5 Hours per Week • Hawthorn • Prerequisite: All subjects in the Graduate Certificate of Business (Human Resource Management) • Teaching methods: Presentation of theoretical material from a number of sources, such as textbooks and articles, case studies and experiential activities which will draw on students’ practical and workplace experience, class discussion, reflection and consultation on workplace projects. • Assessment: Consulting assignment report 60%, Study and learning group report, Presentation and participation 40%.

A subject in the Graduate Diploma of Business (Human Resource Management)

Aims & Objectives
- To develop an understanding of group and intergroup dynamics.
- To develop an understanding of the consulting process and gain some skills in consulting and facilitation.
- To consider issues in developing consultant/client relationships and the negotiation of role boundaries.
- To increase self-awareness in the consulting role and reflect on issues such as power, influence, values and ethics in the consulting process.
- To develop intervention skills in dealing with group and organisational task processes, including organisational change and resistance.
- To apply learning to students’ ‘real world’ situations.

Content
- Group dynamics – task and process.
- Consulting cycle – contact and entry, diagnosis, planning and decision making, implementing and evaluation.
- Personal and interpersonal consulting skills.
- Action learning.
- The politics of HRM consulting.
- A psychodynamic perspective of HRM.
- Issues in change management.

Textbooks

References

HBB522 Managing People across Cultures
12.5 Credit Points • 1 Semester • 2.5 Hours per Week • Hawthorn • Prerequisite: All subjects in the Graduate Certificate of Business (Human Resource Management) • Teaching methods: Presentation of theoretical material from a number of sources, such as textbooks and articles, case studies and experiential activities drawing on students’ practical and workplace experience, class discussion, reflection, and consultation on workplace projects. • Assessment: Individual – Research report 60% Syndicate – Report and presentation 40%.

Swinburne University of Technology | Postgraduate Course Handbook 2004
Aims & Objectives

- To develop an understanding of national, corporate and regional cultures as they impact on human resources management.
- To understand and apply theoretical models to enable comparison between national cultures.
- To identify and understand the relationships between culture and ethics.
- To identify how culture and ethics impact on human resource management policies and practices, to be able to analyse these policies and practices and make recommendations for change.
- To identify and understand the critical cultural issues for HR managers and how Australian culture impacts on those issues.
- To develop knowledge and skills as researchers, particularly in relation to action research and case study as methods of research.

Content

- National and Corporate Culture — The meaning of culture, national culture and corporate culture, understanding and valuing diversity, the group and the individual, rules, relationships and feelings, and the importance of status.
- Ethics and Culture.
- International Human Resources Management – planning, recruiting and selecting, training and development, talent management, performance appraisal, rewarding and compensating, industrial relations, separation, expatriate problems and repatriation.
- Current issues, challenges and developments in HRM.

Textbook


References


HBH526 HRM in the Business Environment

12.5 Credit Points  •  1 Semester • 2.5 Hours per Week • Hawthorn • Prerequisite: All subjects in the Graduate Certificate • Teaching methods: Lectures and tutorials • Assessment: Individual Assignment 40% Group Work Assignment 40% Presentation of group research 20%
A subject in the Graduate Diploma of Business (Human Resource Management)

Aims & Objectives

- To enhance students’ understanding of the business environment and strategies relevant to the HRM functions
- To enhance students’ analytical skills in understanding the relationship between business and HR theories and practices

Content

The fundamentals of Human Resource Management models and theories, together with the application of its concepts and practices in the business environment with a focus on management and operations, information systems, marketing, finance and accounting activities.
Aims & Objectives

In preparation for managing HRM activities and contributing to the enhancement of organisational performance in the 21st century, students will be given the opportunity:

- To develop an understanding of key concepts in the formulation of corporate strategies and the contribution of HRM to these strategies.
- To develop an understanding of the critical links between strategic planning, organisational change and people performance in achieving organisational success.
- To identify the importance of the integration of business, functional and HRM strategies.
- To consider the HRM strategic choices available in the areas of staffing, performance evaluation, reward practices, management development and HRD and their contribution to an organisation meeting its business objectives.
- To identify the HRM impacts of key business decisions such as acquisitions, mergers, downsizing, technological change and globalisation.
- To explore various theories and models of organisational change which can be considered in the process of strategy implementation.
- To explore the practicabilities of developing a strategic HR plan through carrying out a workplace project.

Content

- Strategic Context – Understanding internal and external environments, managing change from a strategic perspective, business, HRM and functional strategies, current strategic issues such as globalisation, delegation to line management, outsourcing, telecommuting, social responsibility and ethics.
- Managing the HRM Activity – Strategic Choices – Workforce planning, attraction and placement of human resources, maximising HR productivity, quality and continuous improvement, maintaining human resources and strategic separation.
- Developing Capability and Performance – Aligning employee expectations with strategy, enabling and evaluating performance.

Textbook


References


HBH621 Organisational Context and Dynamics

Aims & Objectives

This subject aims to enable students:

- To understand the concept of a ‘Learning Organisation’ and participate in the creation of an in-class ‘Learning Organisation’.
- To identify your habitual and preferred ways of understanding organisations and your HRM role, and their influence on your managerial action, particularly as it relates to change and continuous improvement.
- To increase awareness of intergroup processes and their impact on how HRM practitioners take up their roles.
- To develop further understanding of the consulting and negotiating roles as part of the management function.
- To use a variety of ‘frames’ for analysing and understanding organisations, especially the ones to which students currently belong.
- To demonstrate familiarity with some of the current theories about organising, managing and leading in HRM practice.
- To communicate their reflections, analyses and interpretations of organisational dynamics and activities in a clear and lucid manner, whether in written or oral form.
- To use current theories to support their chosen perspectives, analyses and interpretations.
- To apply their reflections, analyses and interpretations of organisational dynamics in order to develop recommendations for specific HRM and managerial action.
- To reflect on the interrelatedness of the HRM consulting role and organisational dynamics and recommend how to contribute to and enhance organisational performance.

Content

The purpose of the subject is to introduce students to a metaphorical approach to organisational analysis and to develop an understanding of their own preferred approaches to managing. Various aspects of organisational dynamics will be considered including mechanistic, organic, political, cultural, ethical and psychic prison approaches to understanding organisations.

Textbooks


HBH622 Strategic Workplace Research Proposal

Aims & Objectives

- To provide students with frameworks for the development of the workplace project proposal drawing on skills and concepts presented in the course.
- To familiarise students with various methods of business research integral to the preparation of an ethics application.
- To develop an understanding of issues associated with contracting with organisations in relation to the workplace project, including ethical practices and confidentiality.
- To provide students with an understanding of the ethics of research and, in particular, the requirements of the Swinburne Code of Ethics for Research and the preparation of an ethics application.

Content

The development of the proposal in this subject will form the basis of the students’ entrepreneurial strategic workplace project and be integral to its conduct and completion.

- Identification and formulation of research projects.
- Organisational contracting.
- Business research methods, data collection and analysis.
- Literature searches and reviews.
• Consideration of strategic and entrepreneurial strategies.
• Business research ethics.
• Ethics application and project proposal preparation.

Textbook

References

HBH623 Business Transformation and the Entrepreneurial HR Manager

12.5 Credit Points • 1 Semester • 2.5 Hours per Week • Hawthorn • Prerequisite: All subjects in the Graduate Diploma of Business (Human Resource Management)
• Teaching methods: Presentation of theoretical material from a variety of sources, class discussion, consideration of business financial and technological systems in organisations which draws on students’ practical and workplace experience • Assessment: Individual assignment 60%, Group assignment 40%
A subject in the Master of Business (Human Resource Management)

Aims & Objectives
The purpose of this subject is to provide students with an appreciation and an understanding of:
• What entrepreneurship is.
• How to foster and manage creativity, change and innovation in individuals.
• How to foster and manage creativity, change and innovation in organisations.
• The differences in managing the evolving organisation as opposed to the established firm.
• The role of the HRM function in support of entrepreneurship change and creativity in organisations.

Content
• The nature of entrepreneurship.
• Understanding the entrepreneurial perspective in individuals.
• An HR perspective on developing creativity and understanding innovation.
• Intrapreneurship: developing entrepreneurship in the corporation.
• Strategic planning for emerging ventures.
• Entrepreneurship as it relates to strategic planning and developing a competitive advantage.
• The critical role of a human resource management perspective in entrepreneurial firms.
• Managing entrepreneurial growth.
• The challenge of managing new venture start-ups and why new ventures fail.
• Leadership, power and motivation in the entrepreneurial venture.
• Management succession and continuity: a family business perspective, generational changes, changing workplace patterns.
• International opportunities for entrepreneurs and the entrepreneurial organisation.
• Women and minority entrepreneurs: emerging trends.
• Ethical and social responsibility challenges in entrepreneurial organisations.

Textbooks
To be advised.

References

HBH625 Knowledge Management

12.5 Credit Points • 1 Semester • 2.5 Hours per Week • Hawthorn • Prerequisite: Completion of the Graduate Diploma of Business (Human Resource Management)
• Teaching methods: Presentation of theoretical material, Case studies and Online activities • Assessment: Online case studies and discussion 20%, Group report 20%, Individual research report 60%
A subject in the Master of Business (Human Resource Management)

Aims & Objectives
• Understand the theory and practice of knowledge management in organisations.
• Understand knowledge as an intangible asset in the current knowledge economy.
• Articulate the links between knowledge, learning and organisational change.
• Integrate knowledge management and information technology applications.
• Provide tools for designing, setting up and auditing a knowledge management project.
• Developing a knowledge management strategy for an organisation.

Content
This subject develops an understanding of knowledge management through understanding differences between information and knowledge, capitalisation of intangible assets, maximisation of value in knowledge, evaluation of technology and its effect in knowledge management, knowledge management and human resources management and community of practice of knowledge management.

Textbook

Online material on blackboard electronic reserve

HBH626 Strategic Workplace Research Project

12.5 Credit Points • 1 Semester • Hawthorn • Prerequisite: All subjects in the Graduate Diploma of Business (Human Resource Management) Corequisites: HBH622 • Teaching methods: Presentation of theoretical material from a variety of sources, class discussion and reflection on the business research process which draws on students’ practical and workplace experience and group consultation on workplace project proposals • Assessment: Presentation of workplace project and 8,000–10,000 word research report
A subject in the Master of Business (Human Resource Management)

Aims & Objectives
In general the subject aims to provide personal and professional development for students, and at the same time meet a specific organisational need. Given the
current context of business enterprises, and through the vehicle of a workplace project, this subject aims to:

- Assist students to draw together and utilise the concepts and skills presented in the course, and apply these to an HRM workplace issue which contributes to their chosen organisation’s improvement.
- Develop students’ capabilities through their demonstration of strategically astute, business-outcome-focused, innovative and entrepreneurial solutions to business problems/issues.
- Encourage personal development of students’ practitioner capability through demonstration of business acumen in relation to the chosen workplace project.

Content
- Literature searches and reviews in relation to the topic of the workplace project.
- Collection and analysis of data.
- Consideration of strategic and entrepreneurial strategies and solutions.
- Business research ethics.
- Personal reflection on learning outcomes in relation to the research and the researcher.
- Group and individual supervision.
- Research report progress reviews.

Recommended reading
None prescribed.

**HBH707 Strategic Change**

12.5 Credit Points • 1 Semester • 36 Hours • Hawthorn • Prerequisite: Completion of 4 subjects from the MIS • Teaching methods: Lectures, Group Work • Assessment: Assignments, Group Work, Presentations

A subject in the Master of Information Systems.

**Aims & Objectives**

Building upon the knowledge and skills developed in the earlier years of the course, to develop ways of understanding factors involved in the effective implementation of change (especially strategic) within an organisation.

- To raise awareness of the need to manage change and conflict, the associated complexities and ambiguities, and the consequences of various processes of managing them.
- To examine the role of the systems manager as a change agent and when it is appropriate to use external consultants/facilitators.
- To understand the critical importance of risk management.
- Particular emphasis will be given to the management of specific and real-life organisational changes (such as issues of deregulation, globalisation, managing in the eCommerce world) and to their human, technological and structural changes.

Content
- Analysis of a variety of organisational changes.
- Diagnosis of the need for change and identification of barriers to the successful implementation of change.
- Alternative ways of bringing about desired change and selection of the most effective implementation approach.
- Strategic planning and its applications to changing management systems.
- Identification of when it is appropriate to utilise external consultants/facilitators.
- Development of consulting skills for the systems manager.
- Analysis of conflict situations, including industrial disputes, and development of means of resolution.
- Theories of group development and dynamics in work situations to achieve desirable behavioural outcomes.

References
Reading list available prior to commencement of semester.

**HBL458 Australian Contract Law**

12.5 Credit Points • 1 Semester • 3 Hours per Week or 5 Hours per Week over 7 Weeks (block mode) • Hawthorn • Prerequisite: Nil • Teaching methods: Lectures and Class discussion of issues and problems • Assessment: Two tests 25% each, Final examination 50%.

A subject in the Graduate Certificate of Accounting

**Aims & Objectives**

The aim of this subject is to enable students to gain an understanding of the law applicable to contracts, and in particular those negotiated during the course of the establishment and conduct of businesses.

Content

Topics include:
- The Australian legal system
- Formation of contract
- Terms of a contract
- Validity of a contract
- Termination of contract
- Remedies for breach of contract

Textbook

References

**HBL528 Australian Company Law**

12.5 Credit Points • 1 Semester • 3 Hours per Week or 5 Hours per Week over 7 Weeks (block mode) • Hawthorn • Prerequisite: HBL458 • Teaching methods: Lectures and Class discussion of issues and problems • Assessment: Assignment 30%, Test 20%, Final examination 50%.

A subject in the Graduate Diploma of Accounting

**Aims & Objectives**

The subject commences with an examination of the choices available to the entrepreneur, such as operating as a sole trader, entering into a partnership or joint venture, utilising a trust, or entering into a franchise agreement. The primary focus is on companies and the provisions of the Corporations Act. In particular, the subject deals with the incorporation of companies, the relationship between companies and outsiders, the raising of capital, corporate governance, the rights of members and the options available to companies and creditors when a company is in trouble.

Content

Topics studied include:
- Business structures
- Creation of companies
- Company contracts and relations with outsiders
- Shareholders and the company
- Company management and directors’ duties
- Members’ remedies
- The company in trouble

Textbook

References
HBM420  Marketing Fundamentals and Practices

Aims & Objectives

• To examine the development of marketing theory and practice as it applies to the business and organisational community.
• To apply this understanding to business practices through the analysis of the role of the marketing function in goods, services and institutional sectors of the economy.
• To examine how the legal system affects the product market decision-making processes.
• To develop students’ analytical and creative approaches to solving marketing problems and encourage them to apply their learning to their own organisations.

Content

• The origins and development of the marketing function.
• Marketing’s perceived role in organisations.
• Problems in the application of the marketing function in organisations.
• An examination of the elements of the marketing mix and their application in the planning process.
• The nature of the marketing concept as it applies to goods and services and the legal liabilities for quality of goods and services.
• Intellectual property protection, protection of brand names for goods and services, inventions and designs.
• Trade practices compliance.

Textbook

References

HBM421  Market Behaviour

Aims & Objectives

• To develop students’ understanding of marketing as a social practice.
• To broaden students’ knowledge from the microscopic focus on the customer’s behaviour in the exchange process and consider the behaviour of both the buyer and seller.
• To broaden students’ knowledge beyond existing marketing management and give them an understanding of the full implications of social exchange for marketing practices.
• To understand the evolutionary development of marketing practices and its drivers.
• To position current practices in their cultural, technological and economic milieu.

Content

• To analyse marketing environments and develop innovative and appropriate marketing practices.
• To be able to integrate multi-disciplinary contributions to marketing into a conceptual model.

Textbook

References

HBM422  Marketing Information for Decision Making

Aims & Objectives

To introduce students to the theoretical and practical aspects of collecting marketing information for decision-making using marketing research tools. Emphasis will be on the current business environment (both in Australia and internationally) and the planning, collection, analysis, and use of marketing information to help managers and business identify and solve problems for both existing markets and new markets (innovation and entrepreneurship). This will include both exploratory and conclusive research designs, incorporating a variety of techniques. Emphasis will be not only on the processes involved, but also on the different kinds of information needed to make sound managerial decisions, for both routine and project specific needs.

Content

• Understanding the importance of research for the marketing management process.
• Translating management problems into marketing research problems and research questions.
• Using secondary data as a useful management information tool.
• Understanding the ethics involved in the marketing research industry.
• Understanding the different types of qualitative and quantitative research designs that are available to collect the information for solving management problems.
• Developing basic questionnaire design skills.
• Understanding the errors involved in the research process.
• Developing professional report writing skills.

Textbook

References
Davis, D., 2000, Business Research for Decision Making, 5th edn, Duxbury, USA.

HBM423 Marketing Planning
12.5 Credit Points • 1 Semester • 2.5 Hours per Week • Hawthorn • Prerequisite: HBM420 • Teaching methods: Seminar Approach, combining Lectures with Discourse. A simulation exercise might also be offered • Assessment: Group assignment 40%, Individual assignment 15%, Exam 45%
A subject in the Graduate Certificate of Business (Marketing)

Aims & Objectives
To give students an understanding of:
• The concrete benefits to be gained from marketing planning.
• The conceptual tools of environmental analysis.
• The skills in the application of the tools in practical analysis of actual situations.
• The environment of their own organisations by applying their knowledge and skills.
• The global and local trends in marketing planning.
• The financial factors and legal controls on marketing planning.
• To develop students’ knowledge of the financial factors in, and the legal controls on, marketing planning.

Content
• Why plan?
• How planning works in different industries.
• Generic planning structures.
• Exposition and rationale of the key elements of a marketing plan.
• The financial framework for planning.
• Cost concepts, cost behaviour and cost estimation, short-term budgeting, cost/volume/profit analysis.
• The planning process in detail 1: Where are we now?
• The planning process in detail 2: Where do we want to go? – Global and local trends, industry-level analysis.
• The planning process in detail 3: What are the legal issues? – Legal controls on promotion and on distribution and pricing decisions.
• The planning process in detail 4: How are we going to get there? – Implementation. Planning in practice – Application of the theoretical structure to a real issue.
• Generic marketing strategies.

Textbook

References

HBM520 Trends in Marketing
12.5 Credit Points • 30 Hours • 5 x 3 Hour Seminars plus 15 Hours for Management Simulation • Hawthorn • Prerequisite: Nil • Teaching methods: Seminar Series, Management Simulation • Assessment: Work-related project 60%, Management simulation 40%
A subject in the Graduate Diploma of Business (Marketing).
Note: Students enrolled in the Graduate Diploma of Business (Marketing) require a minimum of at least a major in Marketing in an undergraduate degree plus two years in industry to undertake this subject.

Aims & Objectives
This is a compulsory introductory subject for students enrolling directly into the Graduate Diploma of Business (Marketing). It will provide a grounding in marketing concepts which will prepare students for the other subjects in the graduate diploma. It aims to provide students with up-to-date information about trends in marketing and show them how these can be applied to their own workplace/situation. It will give students an understanding of the interaction and complexity of marketing in business situations via a simulation (using a management game).

Content
The academic staff from the marketing discipline will present their latest research which will encompass the latest trends in marketing.

Recommended reading
References will come from learned and trade-related journals

HBM521 Project Management
12.5 Credit Points • 1 Semester • 5 Hours per Fortnight • Hawthorn • Prerequisite: Completion of all subjects in the Graduate Certificate of Business (Marketing) or HBM520 Trends in Marketing • Teaching methods: Seminar Approach, combining Lectures, Labs and Discussions • Assessment: Case studies 50%, Individual assignment 50%
A subject in the Graduate Diploma of Business (Marketing)

Aims & Objectives
Organisations and individuals are regularly required to manage or be a team member on a variety of projects, some small and short-term, others complex and long-term. This subject aims to introduce students to the many tools and techniques required to successfully plan, manage and implement a new project. In particular, emphasis is placed on the ‘New Concept Development’ process as a specific example of a project. Students are required to prepare a proposal that incorporates justification of the initiative, comprehensive external analysis, demand projections, costing and budgets within a project management framework.

Content
• Project organisation and planning.
• Role of project manager.
• Scope, time and cost management.
• Scheduling and resource allocation.
• Budgeting and cost estimation.
• Human resource management, incorporating organisational planning, staffing, team development and communication.
• Project control and quality management.
• New concept development process.

Textbooks
References

HBM522 Customer Relationship Management

Aims & Objectives
This subject aims to expose participants to the rapid changes evident in industry today regarding the development and management of customer relationships. Participants will be exposed to frameworks that facilitate the adaptability of business to these changes. Practical application of the techniques aimed at creating and maintaining mutually rewarding relationships between businesses and individual consumers will be explored. The utilisation of technology, with specific reference to the customer database, will be addressed. The focus is on providing practical insights into marketing opportunities in the field of customer relationship marketing.

Content
- What is CRM and its relative importance to business?
- Issues and implications of CRM.
- Growth of Data driven marketing (DDM) techniques.
- Implications for ‘traditional marketing’ techniques.
- Segmentation in the context of CRM.
- Data collection tools (lists, direct response marketing etc).
- Database development and maintenance.
- Utilising the marketing database.
- Creative marketing strategy for developing CRM.
- Accountability and CRM programs.
- Privacy and related issues.
- Trends for the future of CRM.

Textbook

References
Hughes, A., 2000, Strategic Database Marketing, McGraw Hill.
Peppers, D., Rogers, M., 1997, Enterprise One to One, Currency Doubleday.
Peppers, D., Rogers, M., 1998, The One to One Manager, Currency Doubleday.

HBM524 Marketing Strategy

Aims & Objectives
This subject will provide an appreciation of the various issues that are currently significant in developing strategy. It will help students to develop the ability to monitor and manage those aspects of running a business that affect competitive position. This subject begins with an examination of mission, vision and objectives. After this, the concepts of entrepreneurship and innovation are reviewed.

Content
The subject uses the model of seven traits of successful (innovative) organisations as developed by Schumann et al (1994). These traits are:
- Customer driven
- Technology driven
- Competitor driven
- Stakeholder driven
- Project driven
- Resource driven
- Culture driven

Recommendations
Dann, S., Dann, S., 2001, Strategic Internet Marketing, John Wiley, Australia.
Hanson, W., 2000, Principles of Internet Marketing, South-Western, Cincinnati, USA.

Textbook
The subject also looks at change management as a tool to integrate the previous learning.

**Recommended reading**


As no one text covers all the issues, students are expected to do most of their reading from current journals.

**HBM525 Marketing Decision Tools**

- Recommended reading

**Content**

- Model building
- Decision-making using decision trees
- Forecasting, including time series, causal models and new product for forecasting
- Risk analysis using simulation
- Data mining
- Segmentation

**Recommended reading**


**HBM526 Information Analysis**

- Recommended reading

**Aims & Objectives**

- Gaining and maintaining competitive advantage is often dependent on having the ability to transform data into information, and this subject will introduce students to the theoretical and practical aspects of analysing survey research information using demographic techniques as well as SPSS. The emphasis in this subject will not be just on a statistics-driven perspective, and students will be encouraged to develop an intuitive feel for handling government and survey data by understanding the fundamentals of data analysis, relating these fundamentals to the research objectives, and understanding what kinds of data have been collected and how. Finally, the course will give students an understanding of the strategies for coping with all the kinds of practical problems that may arise in survey research and business in general.

**Content**

- Specifically the subject will cover the following topics:
  - International marketing and marketing research data sources
  - Understanding demographic analysis techniques
  - Using Geographic Information Systems (GIS)
  - The nature of survey data
  - The measurement of variables and error in measurement
  - The data matrix
  - Statistical procedures for analysing the data matrix
  - Tables and charts for categorical and metric variables
  - Data reduction for categorical and metric variables
  - Statistical inference for categorical and metric variables
  - Testing hypotheses and explaining relationships
  - Strategies for analysing a data matrix

**Textbook**


**References**

- Carver, R.H. and Nash, J.G. 2000, Doing Data Analysis with SPSS 10.0, Brooks/Cole, USA.
- Environmental System Research Institute 1995, Understanding GIS: The ARC/INFO Method, California, USA.
- CDATA96, Australian Bureau of Statistics. ABS Social Indicators.

**HBM527 Marketing Process Engineering**

- Recommended reading

**Aims & Objectives**

- This subject exposes marketing students to marketing operations systems design. It introduces students to the management of marketing from a marketing operations perspective.

**Content**

- Marketing outputs and activities/Marketing as an action-based process.
- Employee/customer interaction process systems and hardware: customer interaction systems, CRM systems, call center systems, marketing production systems, access portal integration, logistic and service systems.
- Evaluation and management of marketing operations.
**Recommended reading**

Given the diversity of this subject no texts will be prescribed. Instead, students will be expected to access the latest journal articles on the various topics listed above.

**HBM528 Entrepreneurship & Innovation in Marketing**

12.5 Credit Points • 1 Semester • 2.5 Hours per Week • Hawthorn • Prerequisite: Students enrolled in the Graduate Diploma of Business (Marketing) require a minimum of at least a major in Marketing in an undergraduate degree plus two years in industry to undertake this subject • Teaching methods: Seminars involving Student Participation, Case Studies and Presentations • Assessment: New venture proposal 25%, Case study development & analysis 25% and New venture business plan 50%

A subject in the Graduate Diploma and Master of Business (Marketing)

**Aims & Objectives**

This subject should provide students with the skills and knowledge to develop a new venture either within an organisation or from the ground up. Students will by the end of semester have:

- An understanding of innovation and entrepreneurship and how it relates to marketing.
- Some exposure to entrepreneurial/innovation models from case studies.
- Some tools to apply such behaviour to their own workplace.
- Integrative assignment to develop a business plan for a new venture.

This subject provides an opportunity for the student to be able to demonstrate a culmination of all their past learnings in the Graduate Certificate/Diploma.

**Content**

- Characteristics of entrepreneurs/innovators
- Ideation and screening
- Business planning
- Legal issues
- Business structures
- Financing/raising capital
- Resources
- Managing innovation in the organisation
- Government assistance
- Start up and when to call it quits

**Textbook**


**References**


**HBM620 Research Methodology**

12.5 Credit Points • 1 Semester • 2.5 Hours per Week • Hawthorn • Prerequisite: Completion of the Graduate Diploma of Business (Marketing) • Teaching methods: Seminar Approach, combining Lectures with Discourse, Laboratory Workshops • Assessment: Class exercises 30%, Quantitative assignment 40%, Qualitative assignment 30%

A subject in the Master of Business (Marketing)

**Aims & Objectives**

- To familiarise students with various methods of data collection and analysis, which would be expected to be integral to the researcher in marketing. This is to contextualise the research, that is, to ensure that the researcher can choose the most appropriate methods given the context in which the researcher operates.
- To ensure that where a student's research demands, they are conversant with the appropriate application of statistics, through the use of a recognised statistical package, for example, SPSS.
- To have an extensive understanding of the ethics of research, in particular the Swinburne Code of Ethics for Research.
- To develop an appreciation of business ethics in relation to accountability and social responsibility.

**Content**

It is expected that the study carried out in this subject will be integral to the student’s Action Research Project. The intention of this subject is to provide both the theoretical and technical knowledge to assist participants to:

- Successfully formulate research questions for their master’s dissertation (Action Research Project).
- Determine the appropriate methodology or methodologies.
- Collect data.
- Analyse data.
- Link findings to the theoretical underpinning of the research.
- Develop workplace implementation strategies.

**Recommended reading**


**HBM621 Advanced Reading Unit**

12.5 Credit Points • 1 Semester • 30 Hours (block mode) • Hawthorn • Prerequisite: Completion of the Graduate Diploma of Business (Marketing) • Teaching methods: Seminars and Personal Supervision • Assessment: Seminar presentation 50%, Research proposal 50%
Aims & Objectives

- To assist students in exploring the breadth and depth of an area and give a critical appreciation of the available journal literature.
- To assist students in arriving at a viable topic for their dissertation (Action Research Project).

Content

Students will be required to read a common core of prescribed texts and journal articles as well as texts and journal articles specific to the area of their dissertation (Action Research Project).

Recommended reading

None prescribed

HBM622 Action Research Project

25 Credit Points • 2 Semesters • Variable • Hawthorn • Prerequisite: Completion of the Graduate Diploma of Business (Marketing). It is also highly recommended that students have completed either HBM526, HBM626, or HBM620 • Teaching methods: Briefings and Personal Supervision • Assessment: 25,000–30,000 word research report

Aims & Objectives

The subject aims to develop the management capabilities of participants through their engagement in a real organisation project/issue, which contributes to their organisation’s improvement.

The fundamental approach taken is that of Action Learning. Participants will be engaged in developing their own management capabilities and their knowledge of effective management through engaging in marketing/management action and systematically reviewing that action.

Content

Participants will select one organisational marketing issue in consultation with their organisation and the subject convenor. The project will need to cater for both the participant’s personal development needs as well as the organisation’s needs.

The participant’s learning needs and the organisation’s requirements will be set out in a project proposal. This will identify the nature of the issue, the organisation’s objectives, the participant’s personal learning objectives, timelines, action plans and reflection and review arrangements.

Participants will meet together regularly with their supervisor and in an Action Learning group to review their progress and reflect upon the nature of management action and consider this in light of others’ experience and relevant academic literature.

Concurrently each participant will maintain a diary as a means of assisting them to collate data and to review and reflect upon their experience.

A report of project achievements and learning, together with recommendations to the organisation, will be written up by participants in a form suitable for academic assessment and the organisation’s use.

Recommended reading

None prescribed

HBM623 Integrating Project in Marketing

12.5 Credit Points • 1 Semester • Variable • Hawthorn • Prerequisite: Completion of the Graduate Diploma of Business (Marketing). It is also highly recommended that students have completed either HBM526, HBM626, or HBM620 • Teaching methods: Supervised Project • Assessment: Research proposal and project

Aims & Objectives

The Integrating Project draws on the subjects in the Master of Business (Marketing). By the end of the project, students will have developed a systematic approach to an organisational marketing issue, problem or opportunity, and extended their capabilities in the area of problem definition, problem research, analysis, evaluation and recommended action plans.

Content

The Integrating Project will take the form of a management consulting project or minor research study. This will commence with a process identifying what needs to be done and establishing action plans to achieve the desired performance outcomes. Consulting projects can be sourced from a student’s workplace or another company and is supervised by a staff member.

Recommended reading


HBSC200 New Venture Development & Management

12.5 Credit Points • 1 Semester • Hawthorn • Prerequisite: Nil • Teaching methods: Distance Learning & Tutorials. • Assessment: Assignments (50%), Examinations (50%)

A core subject in: Graduate Diploma in Construction Management, Master of Technology Management (Construction Management), Graduate Diploma in Logistics, Master of Technology Management (Logistics), Graduate Diploma in Risk Management, Master of Technology (Risk Management), and an elective subject in the Bachelor of Film and Television.

Aims & Objectives

This subject provides an introduction to the skills necessary to commercialise new technology and to commence a new business operation. It will give the student a framework for generating, evaluating, and implementing new business opportunities. It will achieve this by looking at the practical problems and issues of resource acquisition, market development of new start businesses and the key challenges facing entrepreneurs into the 21st century. It will be global in coverage but also seek to focus on the topic from the context of Australia’s challenges and opportunities. The subject will be directed at developing practical skills and experience, rather than having a strong focus on theory.

Specific aims are:

- Develop skills in sourcing new venture ideas.
- Develop skills in market evaluation for new technology.
- Understand financing and supply for new start operations.
- Understand operational system design and implementation for new ventures (purchasing and processing).
- Know sources of information and assistance for new ventures.
- Develop an analytical and strategic perspective to the operation of new business ventures.
- The strategies required to design and produce internationally competitive goods and services.
- The strategies required to market new goods and services in local and international markets.

Recommended reading

HDBA601 Strategy and Foresight

Aims & Objectives
The Strategy and Foresight seminar is designed to:
- Assist in understanding the way in which researchers and practitioners in corporate strategy have both examined past strategy development processes and how emerging strategy development is being created today.
- Assist in understanding that successful strategic management is a continuing process that goes well beyond the traditional event-driven strategic planning activity understood as business policy.
- Provide a critical appreciation of how strategic management in highly successful companies integrates entrepreneurship and organisational behaviour with the strategic planning process and provides a powerful energising force for the organisation.
- A realisation that the success of strategic management depends as much on thorough and well-managed implementation of strategy as on the creative brilliance of the strategy formulation, and an understanding of how to achieve such implementation.
- Provide insights into how successful companies are ‘breaking the rules’ of traditional business policy to dramatically change the rules of competition in their industries to forge powerful new types of strategic advantage.
- An understanding as to how alternative strategic approaches that ‘break the rules’ of traditional business policy can dramatically change the competitive environment to the organisation’s advantage.

Content
Using the external and internal strategic analysis and planning model from Masters-level Business Policy as a starting point, this subject examines current literature and discusses specific examples of how companies combine strategic processes to build competitive advantage in existing industries and to create new industries. Class discussion of the readings will focus on how the relevant strategic principles and lessons from the company examples could apply in their own organisations. A major portion of the learning from this subject will come from analysis, evaluation and application of the strategic processes within the students’ own organisations.

References

Article readings and other references are also provided in a study guide during class.

HDBA602 Research Methods

Aims & Objectives
The Research Methodology seminar is designed to ensure that participants establish the necessary knowledge and understandings to successfully carry out the demands of an independent research project to a high standard. It involves a variety of forums in which close linkages are made between workplace issues and the development of a viable research project. In particular it aims to:
- Familiarise participants with a range of research approaches applicable in the field of business research and problem-solving.
- Develop the ability to formulate research questions.
- Develop the ability to select the appropriate methodology for the chosen research task.
- Promote an awareness of the ethical/ philosophical and theoretical assumptions underlying different research methods and approaches.
- Promote facility with commonly used research tools.
- Develop skills to write and structure a doctoral thesis and to prepare and present research findings in forms suitable for publication.

Content
The Research Methodology seminar is designed to assist DBA participants to acquire an understanding of some of the skills required to undertake a professional investigation which involves a significant level of research. The subject combines an applied case-based approach with the acquisition of skills and techniques and the development of theoretical and conceptual understandings of the processes of inquiry. It emphasises the importance of formulating and articulating the research question and the relationship of the research question to appropriate methodologies. Participants are introduced to a range of methodologies both quantitative and qualitative and the assumptions which underpin them. Using the participant’s thesis proposals as a starting point and basis for this seminar, practical skills will be developed.

Participants are expected to attend conferences on their thesis topics and discuss these with other practitioners and academics. They are also encouraged to prepare and present papers at colloquial seminars and conferences and to submit a paper(s) for publication in a professional journal.

References

Article readings are also provided in a study guide during class.

HDBA603 Organisation and Leadership

Aims & Objectives
The outcomes of the Organisation and Leadership seminar are primarily to develop an advanced understanding of the literature and the current practices related to initiating and managing change within organisations. This seminar will prepare candidates to:
- Explain the complex relationship among organisational variables, such as structure, policies, leadership and management practices, the work itself, emotion, culture, groups, learning, motivation, innovation, power, conflict, knowledge management and change.
- Complete a critical evaluation of the research on organisational variables and leadership effectiveness.
- Explain the effect of various types of organisations (bureaucratic, commonweal, voluntary etc) on leadership styles and decision-making.
- Recognise and discuss how the practice of change (interventions) in organisations, organisational variables, strategic and systems thinking, and factors organisational dynamism serve as the powerful energising force for entrepreneurial activity.
- Critically analyse a contemporary organisation (company, agency, association, etc) and identify the key variables (identified in the first objective) that contribute to its level of effectiveness.

Content
The Organisation and Leadership seminar has been developed to assist postgraduate students in the DBA program to enhance their conceptual knowledge and critical appreciation of major theories underpinning the interrelated aspects of culture, leadership, conflict and change in highly successful companies. Attention will be given to comparisons between mechanistic systems and stable equilibrium as dominant paradigms which are challenged by radical discontinuity and non-linearity predictability. Focus will be maintained on making effective organisational interventions and building a climate of organisational enquiry, including action research.

The seminar will be structured to encourage a learning environment within which participants accept responsibility for rigorous thinking and critical evaluation as they engage with seminar topics. Open and informal discussion, shared experience and collaborative exchange between participants will underpin the structure of the seminar.
References
Pace, R.W., Organizational Dynamism: Unleashing Power in the Workforce, Quorum Books, Westport, CT, 2002.
Article readings other references are also provided in a study guide during class.

HDBA604 Entrepreneurship and Innovation
1 Half Year • 36 Class Hours • Hawthorn • Prerequisite: Nil • Teaching methods: Seminars, Group Discussion • Assessment: Presentation/Individual Participation, Individual Paper
Doctoral seminar in the Professional Doctorate of Business Administration (DBA).

Aims & Objectives
The seminar is designed to:
- Assist participants to develop an advanced understanding of the literature and the current practice of entrepreneurship within new and existing organisations.
- To evaluate the practice of entrepreneurship within a candidate’s own organisation.

Content
This seminar is based upon multiple perspectives of entrepreneurship, which focuses on the entrepreneurial process, the entrepreneur, corporate entrepreneurship, implementing entrepreneurial strategies, and entrepreneurship at the national level. The life-cycle stages of business growth will be used as the framework to link the journey through these multiple perspectives. The seminar will have an applied orientation and is designed to provide an advanced level of comparison between current leading edge literature and organisational practice in the field of entrepreneurship. The seminar is structured to encourage a learning environment within which all participants accept responsibility for rigorous thinking and critical evaluation. Collaborative exchange between participants will build on shared experiences and broaden the understanding of the various seminar themes.

References
Article readings are also provided in a study guide during class.

HDBA605/HDBA606 Thesis
Hawthorn • Prerequisite: Advanced DBA Coursework Seminars • Teaching methods: Individual Supervision • Assessment: External Examination
Research component in the Professional Doctorate of Business Administration (DBA)

Aims & Objectives
The thesis will demonstrate that the candidate can appropriately apply the conceptual and methodological material offered in the advanced seminars of the DBA. The thesis should show:
- A sound structure
- A good review of existing literature in the research area
- A sound description and justification of research method used in empirical component of the research
- A good description and presentation of research findings
- A well-argued presentation, including well-argued conclusions and implications of the research

Content
The thesis of approximately 45,000 words is expected to represent a major advancement in professional practice. A thesis may relate to any of the advanced seminars or combination of seminars. A thesis may be undertaken within any of the functional areas of an organisation, e.g. information systems, marketing, accounting, organisation behaviour but is not restricted to those areas. For example there are emerging areas for research which offer exciting possibilities, including small business management and family businesses.

The thesis will demonstrate that the candidate can appropriately and then apply the conceptual and methodological material offered in the advanced seminars and the Research Methodology seminar of the DBA. In particular, it will demonstrate the candidate’s capacity to critically evaluate relevant concepts and methods and demonstrate that the candidate has the capacity to describe clearly, argue cogently and communicate appropriately.

Candidates will receive individual supervision by staff from within Swinburne University of Technology when they are sufficiently advanced in their thesis. However, joint Swinburne/industry supervision is expected within an environment where the industry supervisor is an expert in the field. But, in all cases, the industry supervisor will be a second supervisor not the coordinating supervisor.

HDDS511C Studio Practice 7
25 Credit Points • 1 Semester • 9 Hours per Week • Prahran • Prerequisite: Nil • Teaching methods: Projects will generally be conducted within student-centred studio environment on a work-in-progress basis. Group discussion, site visits, research, consultation, evaluation, critique sessions and presentations will be conducted where appropriate. Students will integrate design and technology and engage in entrepreneurial and research-based design projects. • Assessment: Group Work, Project Progress
A subject in the Graduate Diploma of Design (Design Studies).

Aims & Objectives
- To enhance and further develop the knowledge and professional experience gained during the previous year in industry or to enhance and develop the quality of design project work undertaken in the final year of a Bachelor of Design program.
- To explore the relationship between intellectual investigation and practice through specific design projects in advanced areas of communication design.
- To further develop aspects of design leadership through design strategy and communication.
- To effectively document and complete a body of design projects.
- To enhance skills in CAD, presentation, specification, ergonomics (and, where appropriate, marketing) to a highly professional level.

Content
Students undertake a variety of creative projects at an advanced level. Where appropriate, professional, client-based projects may be undertaken. External projects and external consultation may also occur where appropriate. Students develop complete design projects, from initial research and problem analysis through conceptual development and presentation of sophisticated final design outcome.

HDDS511D Studio Practice 7
25 Credit Points • 1 Semester • 9 Hours per Week • Prahran • Prerequisite: Nil • Teaching methods: Projects will generally be conducted within student-centred studio environment on a work-in-progress basis. Group discussion, site visits, research, consultation, evaluation, critique sessions and presentations will be conducted where appropriate. Students will integrate design and technology and engage in entrepreneurial and research-based design projects. • Assessment: Group Work, Project Progress
A subject in the Graduate Diploma of Design (Design Studies).

Aims & Objectives
- To enhance and further develop the knowledge and professional experience gained during the previous year in industry or to enhance and develop the quality of design project work undertaken in the final year of a Bachelor of Design program.
- To explore the relationship between intellectual investigation and practice through specific design projects in advanced areas of communication design.
- To further develop aspects of design leadership through design strategy and communication.
- To effectively document and complete a body of design projects.
**HDDS512A Multimedia Design**

12.5 Credit Points • 1 Semester • 4 Hours per Week • Prahran • Prerequisite: Nil • Teaching methods: Projects will be conducted in a studio environment, on location, through lectures, student consultation/discussion, demonstrations and critiques • Assessment: Continuous, Projects

A subject in the Graduate Diploma of Design (Design Studies).

**Aims & Objectives**

- To further develop knowledge and skills in technology for Web-based work.
- Introduction to vector and bitmap animation delivery for the Web. To enhance technical skills to realise design outcomes.

**Content**

This subject has two study areas, vector and Web. Students complete design projects which explore the use of relevant software and HTML. Technical projects in this unit will directly relate to the Design Project series and include an online component.

**References**

- Gill, R., Advanced Perspective.
- Lockhard, W.K., Drawing as Means to Architecture.
- Panero, J. & Zelnik, M., Human Dimension and Interior Spaces.

Students will be expected to purchase relevant manuals/guides of the latest software and to refer to current magazines and journals such as Blueprint, Domus, El Croquis, and Monument.

**HDDS512B Industrial Design Technology 1**

12.5 Credit Points • 1 Semester • 4 Hours per Week • Prahran • Prerequisite: Nil • Assessment: Assignments, Examinations, Project(s)

A subject in the Graduate Diploma of Design (Design Studies).

**Aims & Objectives**

- To develop professional digital presentation skills.
- To develop skills in design and visualisation using 3D modelling computer software.
- To develop digital rendering and animation skills.

**Content**

Students will explore the key functions of three-dimensional CAD conceptual modellers, 3D rendering and animation software to achieve professional digital presentations. Methodologies of digital concept development will be covered, including modelling, shelling, materials, lighting, cameras, file conversion, file management and exchange. Knowledge gained in this subject will be applied into the relevant Design Studio area.

**References**

- Lockhard, W.K., Drawing as Means to Architecture.
- Panero, J. & Zelnik, M., Human Dimension and Interior Spaces.

Students will be expected to purchase relevant manuals/guides of the latest software and to refer to current magazines and journals such as Blueprint, Domus, El Croquis, and Monument.

**HDDS512C Interior Design Technology 1**

12.5 Credit Points • 1 Semester • 5 Hours per Week • Prahran • Prerequisite: Nil • Teaching methods: Lectures, Demonstrations, Group Tutorials • Assessment: Continuous, Projects(s)

A subject in the Graduate Diploma of Design (Design Studies).

**Aims & Objectives**

- To develop professional digital presentation skills.
- To develop skills in design and visualisation using 3D modelling computer software.
- To develop digital rendering and animation skills.

**Content**

Electronic media: Through a combination of class exercises, tutorials and projects, students will learn to construct a three-dimensional architectural model. Methodologies of digital concept development will be covered, including modelling, shelling, materials, lighting, cameras, file conversion, file management and exchange. Knowledge gained in this subject will be applied into the relevant Design Studio area.

**References**

- Australian Standards Association, Australian Drafting Standard AS 1100.
- Gill, R., Advanced Perspective.
- Lockhard, W.K., Drawing as Means to Architecture.
- Panero, J. & Zelnik, M., Human Dimension and Interior Spaces.

Students will be expected to purchase relevant manuals/guides of the latest software and to refer to current magazines and journals such as Blueprint, Domus, El Croquis, and Monument.

**HDDS512A Multimedia Design 2**

12.5 Credit Points • 1 Semester • 4 Hours per Week • Prahran • Prerequisite: Nil • Teaching methods: Projects will be conducted in a studio environment, student consultation/discussion, demonstrations and critiques • Assessment: Continuous, Projects(s)

A subject in the Graduate Diploma of Design (Design Studies).

**Aims & Objectives**

- To provide further opportunity for increased investigation into, and development of time-based media from an exploration of content and form, within interactive digital media and/or video production.
- To contribute to the student’s development of sound idea-generation methodologies and documentation.
- To train students in professional design practice.

**Content**

Advanced investigation and research into time-based media. Constant definition and exploration of human–computer interaction and exploration of interactive techniques as applied to time-based visual communication. Creative, innovative and expressive development of video/sound/interactive forms will culminate in an online project.

**References**

Reading lists will vary depending on students individual studies. Below is some suggested reading:

- Bellantoni, J., Type in Motion.
- Currin, S., Motion Graphics: Graphic Design for Broadcast and Film, Rockport, 2000.
- Hall, P., Pause: 59 Minutes of Motion Graphics.
HDDS513B Industrial Design Technology 2

12.5 Credit Points • 1 Semester • 4 Hours per Week • Prahran • Prerequisite: Nil • Assessment: Class Exercises, Report, Submission of Set Tutorials

A subject in the Graduate Diploma of Design (Design Studies).

Aims & Objectives
• To focus on manufacturing principles and processes specific to the area of plastic design and associated material.
• Students will be investigating various manufacturing areas and techniques.

Content
A number of areas will be focused on during a program of lectures and tutorials complemented by regular industry visits. Students will report upon:
• Plastic tooling construction
• Polymer technologies
• Manufacturing processes
• Composite materials

HDDS513C Interior Design Technology 2

12.5 Credit Points • 1 Semester • 4 Hours per Week • Prahran • Prerequisite: Nil • Teaching methods: Tutorials, Field-based Site Visits, Studio-based Exercises • Assessment: Continuous

A subject in the Graduate Diploma of Design (Design Studies).

Aims & Objectives
To provide students with knowledge of construction and documentation principles, standards and services commonly used in association with the exhibition industry.

Content
A variety of issues will be discussed and implemented into design project activity. Issues will include: exhibition planning, budgets, time management, installation, subcontractors, transportation, organisation, understanding the client, public liaison, legal and ethical issues, venue and exhibition preparation, labels and support material, working on-site, health and safety issues, design for disassembly, design for reuse, scheduling, consultation.

HDDS514A CD Honours Research 7

25 Credit Points • 1 Semester • 4 Hours per Week • Prahran • Prerequisite: Nil • Teaching methods: Projects will generally be conducted in a student-centred studio, on a work-in-progress basis. Group discussion, site visits, research, consultation, evaluation, critique sessions and presentations will be conducted where appropriate. • Assessment: Class Presentations, Continuous, Final Report Presentation, Projects)

A subject in the Graduate Diploma of Design (Design Studies).

Aims & Objectives
To investigate technical aspects that relate to their individual and group projects.

Content
The design component requires the presentation of a finished design or design proposal, complete with supporting material. Both the written research and the resulting design will have equal weight in the assessment.

HDDS514B ID Honours Research 7

25 Credit Points • 1 Semester • 7 Hours per Week • Prahran • Prerequisite: Nil • Teaching methods: Research will be undertaken using a combination of empirical and bibliographic sources. Research will also involve studio workshop activity. Both will be undertaken in consultation with staff. • Assessment: Final Report Presentation, Projects), Research Paper

A subject in the Graduate Diploma of Design (Design Studies).

Aims & Objectives
To introduce students to an in-depth analysis of design topics using research methods and to the benefits of such analysis to the development of design.

Content
The research project will involve the investigation of design topics of interest, and the preparation of the design for reuse, scheduling, consultation, liaison, legal and ethical issues, venue and exhibition preparation, labels and support material, working on-site, health and safety issues, design for disassembly, design for reuse, scheduling, consultation.

HDDS514D Multimedia Design Technology 7

12.5 Credit Points • 1 Semester • 3 Hours per Week • Prahran • Prerequisite: Nil • Teaching methods: Projects will be conducted in a studio environment, on location, through lectures, student consultation/discussion, demonstrations and critiques. • Assessment: Continuous

A subject in the Graduate Diploma of Design (Design Studies).

Aims & Objectives
To combine technical and design skills to further the practice of design in multimedia design.

Content
The project will determine a body of work in communication design that examines complex ideas of representation through planned and systematic collection, analysis and interpretation of information. Honours research requires the undertaking of a major study, working in teams or individually, to explore research methodologies and graphic documentation. It may require students to work in teams to develop a formative proposal. Honours research normally leads to the development and execution of a major body of work defined by research methodology and the articulation of design. The project employs established and emerging research methodologies as part of the design process.

References
HDDS514E Individual MD Project 7

12.5 Credit Points • 1 Semester • 3 Hours per Week • Prerequisite: Nil •
Teaching methods: Projects will be conducted in a studio environment, on location, through lectures, student consultation/discussion, demonstrations and critiques. •
Assessment: Final Report Presentation, Project(s), Seminar Presentation

A subject in the Graduate Diploma of Design (Design Studies).

Aims & Objectives

- To develop an understanding of the practice of design and narrative structure in multimedia design methods and technology.
- To introduce the fundamental aspects of the content, function and context of visual communication within a multimedia project.

Content

This subject consists of an individual minor project through which the student will investigate aspects of design and sequence for multimedia. The project will develop the special principles of design that help the design process in various media. Projects and workbooks will describe the design strategies that inform the practice of multimedia design. Presentations will demonstrate an understanding of the structural, sequencing and spatial organisation that describe aspects of visual communication. Investigations will begin into audio, video, animation, filmic imagery and 3D modelling requirements for digital delivery.

References

HDDS521B Group Multimedia Project 8

25 Credit Points • 1 Semester • 6 Hours per Week • Prerequisite: Nil •
Teaching methods: Projects will be conducted in a studio environment, on location, through lectures, student consultation/discussion, demonstrations and critiques. •
Assessment: Folio Presentations, Group Work, Thesis

A subject in the Graduate Diploma of Design (Design Studies).

Aims & Objectives

- To further develop an understanding of the practice of design and narrative structure in multimedia design methods and technology.
- To encourage creative and expressive development of design, narrative form and sequenced image-making for multimedia.

Content

This subject consists of a major group project through which students will investigate aspects of design and sequence for multimedia outcomes. This will be a group-determined project. The project will develop the special principles of design that help the design process in various media. Projects and workbooks will describe the design strategies that inform the practice of multimedia design. Presentations will provide an understanding of the structural, sequencing and spatial organisation that describes aspects of visual communication. Investigations will continue into audio, video, animation, filmic imagery and 3D modelling requirements for digital delivery.

As part of this subject, students will submit a minor thesis that will explore issues relating to their major project. Issues such as contextuality, technology delivery and content development and reasoning will be raised and discussed.

References
projects and external consultation may also occur where appropriate. Students develop complete design projects, from initial research and problem analysis through conceptual development and presentation of sophisticated final design outcome.

HDDS521D Studio Practice 8

25 Credit Points • 1 Semester • 9 Hours per Week • Prahran • Prerequisite: Nil • Teaching methods: Projects will generally be conducted within student-centred studio environment on a work-in-progress basis. Group discussion, site visits, research, consultation, evaluation, critique sessions and presentations will be conducted where appropriate. Students will integrate design and technology and engage in entrepreneurial and research-based design projects. • Assessment: Final Report Presentation, Folio Presentations, Project(s)

Aims & Objectives

- To enhance and further develop the knowledge and professional experience gained during the previous year in industry or to enhance and develop the quality of design project work undertaken in the final year of a Bachelor of Design program.
- To explore the relationship between intellectual investigation and practice through specific design projects in advanced areas of communication design.
- To further develop aspects of design leadership through design strategy and communication.
- To effectively document and complete a body of design projects
- To enhance skills in CAD, presentation, specification, ergonomics (and, where appropriate, marketing) to a highly professional level.

Content

Students undertake a variety of creative projects at an advanced level. Where appropriate, professional, client-based projects may be undertaken. External projects and external consultation may also occur where appropriate. Students develop complete design projects, from initial research and problem analysis through conceptual development and presentation of sophisticated final design outcome.

HDDS522A Multimedia Design Technology 3

12.5 Credit Points • 1 Semester • 3 Hours per Week • Prahran • Prerequisite: Nil • Teaching methods: Projects will be conducted in a studio environment, on location, through lectures, student consultation/discussion, demonstrations and critiques • Assessment: Continuous

A subject in the Graduate Diploma of Design (Design Studies).

Aims & Objectives

- To further equip students with advanced technical skills in video editing and effects.
- To combine technical and design skills to further the practice of design in multimedia design.

Content

Projects will consist of short tasks that introduce students to advanced video editing, special effects and action scripting. This will cover:
- Advanced aspects of video and audio techniques using digital capture and appropriate compression and decompression software (codecs).
- Further principles of video camera work: panning, focusing, lighting.
- Basic understanding and utilisation of the QuickTime standard as applied to audio, video and 3D interpretation and realisation.
- An introduction to specialist 3D modelling software and use of rendering, modelling, sculpting and lighting techniques to assimilate various physical properties.

Design and technology will culminate in an online project. Students will investigate technical aspects that relate to their individual and group projects.

References

- Purgason, T., Flash Deconstruction.
- Webster, S., Foundation PHP for Flash.

Selected websites that are updated each semester.

HDDS522B Industrial Design Technology 3

12.5 Credit Points • 1 Semester • 3 Hours per Week • Prahran • Prerequisite: Nil • Teaching methods: Assignments, Examinations, Project(s)

A subject in the Graduate Diploma of Design (Design Studies).

Aims & Objectives

- To develop advanced professional digital presentation skills.
- To develop advanced skills in design and visualisation using multimedia software.
- Development of multimedia skills and animation.

Content

Building upon previously developed digital skills, students will utilise multimedia software to produce professional digital outcomes relevant to Web design, Internet communication, and electronic folio documentation.

HDDS522C Interior Design Technology 3

12.5 Credit Points • 1 Semester • 5 Hours per Week • Prahran • Prerequisite: Nil • Teaching methods: Tutorials, Field-based Site Visits, Studio-based Exercises • Assessment: Continuous

A subject in the Graduate Diploma of Design (Design Studies).

Aims & Objectives

To provide students with knowledge of construction and documentation principles, standards and services commonly used in association with design projects.

Content

The tutorial-based delivery of this subject will be supplemented by various field-based site visits. Studio-based exercises would include practical drawing and sketching exercises. Construction Technology 3 will entail delivery by the use of instruction, visual examples, field studies and practical drawing work related to building projects studies, and the principles, construction standards and practices of various aspects of this class of construction.

References

- Building Code of Australia.
- Timber framing codes.
- State Government planning codes.
- Notes on the science of building, CSIRO publications, building materials manufacturers, timber, steel and concrete development associations.

HDDS523A Multimedia Design Technology 4

12.5 Credit Points • 1 Semester • 3 Hours per Week • Prahran • Prerequisite: Nil • Teaching methods: Projects will be conducted in a studio environment, on location, through lectures, student consultation/discussion, demonstrations and critiques. • Assessment: Continuous

A subject in the Graduate Diploma of Design (Design Studies).

Aims & Objectives

- To further equip students with advanced technical skills in DVD production and authoring/scripting.
- To further develop an understanding of the practice of design in multimedia design methods and technology.
- To develop the fundamental aspects of the content, function and context of visual communication as applied to multimedia.
- Advanced program use in all aspects of design.

Content

Students will investigate DVD production, compression, scripting. Further exploration of interactive mediums and the World Wide Web as a communication medium. Advanced application of vector and bitmap animation delivery within...
these mediums. Further development of industry standard authoring software packages and Lingo and HTML scripting for interactive production over the World Wide Web and other specific mediums.

**HDDS523B Industrial Design Technology 4**
12.5 Credit Points  • 1 Semester  • 4 Hours per Week  • Prahran  • Prerequisite: Nil  • Assessment: Class Exercises, Class Presentations, Report, Tutorials
A subject in the Graduate Diploma of Design (Design Studies).

**Aims & Objectives**
- To focus on advanced manufacturing principles and processes specific to the area of product design.
- Students will be exposed to a multitude of manufacturing areas and techniques.

**Content**
A program of lectures and tutorials complemented by regular site visits that students will report on. Students within groups will undertake a batch production design project and develop concepts, prototypes, packaging and costings analysis.

**HDDS523C Interior Design Technology 4**
12.5 Credit Points  • 1 Semester  • 4 Hours per Week  • Prahran  • Prerequisite: Nil  • Teaching methods: Tutorials, Demonstrations  • Assessment: Class Exercises, Continuous, Project(s)
A subject in the Graduate Diploma of Design (Design Studies).

**Aims & Objectives**
This subject aims to expose students to a variety of software that can be used for exhibition, publication or professional presentations. The emphasis is on the acquisition of professional skills suitable for employment, and on the ability of students to develop forms of representation that identify work as their own.

At the conclusion of the subject students will have completed the sophisticated presentation of one or more of their own projects, forming the basis for production of their folio. Students will be expected to demonstrate a high level of competency in the technical aspects of the software. In addition to technical skills, students will be encouraged to extend conceptual skills through the cultivation of a critical position to the notions of representation and its place in the generation of a design process.

**Content**
Students are specifically required to work on the representation of their own projects, past and present. Building upon previously developed digital skills, students will utilise multimedia software to produce professional digital outcomes relevant to Web design, Internet communication and electronic folio documentation.

**References**
Students will be expected to purchase relevant manuals/guides of the latest software and to refer to current magazines and journals such as Blueprint, Domus, El Croquis, and Monument.

**HDDS524A CD Honours Research 8**
25 Credit Points  • 1 Semester  • 4 Hours per Week  • Prahran  • Prerequisite: Nil  • Teaching methods: Projects will generally be conducted in a student-centred studio, on a work-in-progress basis. Group discussion, site visits, research, consultation, evaluation, critique sessions and presentations will be conducted where appropriate.  • Assessment: Class Presentations, Continuous, Final Report Presentation, Project(s)
A subject in the Graduate Diploma of Design (Design Studies).

**Aims & Objectives**
- To apply professionally related skills and advanced graphic techniques to a complex project.
- To apply design research methodology to a major design outcome.
- To enhance communication design concepts and skills.
- To enable students to achieve advanced solutions in visual communication, through planned, systematic, collection, analysis and interpretation of information.

- To undertake student-centred learning.
- To develop skills in project management.

**Content**
The project will determine a body of work in communication design that examines complex ideas of representation through planned and systematic collection, analysis and interpretation of information.

Honours research requires the undertaking of a major study, working in teams or individually, to explore research methodologies and graphic documentation. It may require students to work in teams to develop a formative proposal. Honours research normally leads to the development and execution of a major body of work defined by research methodology and the articulation of design. The project employs established and emerging research methodologies as part of the design process.

**HDDS524B ID Honours Research 8**
25 Credit Points  • 1 Semester  • 7 Hours per Week  • Prahran  • Prerequisite: Nil  • Teaching methods: Studio-based Discussion Groups, Tutorials and Individual Supervision  • Assessment: Final Report Presentation, Project(s), Research Paper
A subject in the Graduate Diploma of Design (Design Studies).

**Aims & Objectives**
- To provide pathways to further postgraduate study.
- To develop independence, focus and project management.

**Content**
Students undertake to either continue to develop the initial research undertaken in HDD472 or to undertake a new project. The design component will show the presentation of the finished design or design proposal, complete with supporting design material. Both the written research and the resulting design will have equal weight in the assessment.

**HDDS524D Multimedia Design Technology 8**
12.5 Credit Points  • 1 Semester  • 3 Hours per Week  • Prahran  • Prerequisite: Nil  • Teaching methods: Projects will be conducted in a studio environment, on location, through lectures, student consultation/discussion, demonstrations and critiques.  • Assessment: Continuous
A subject in the Graduate Diploma of Design (Design Studies).

**Aims & Objectives**
- To further equip students with advanced technical skills in DVD production and authoring/scripting.
- To further develop an understanding of the practice of design in multimedia design methods and technology.
- To develop the fundamental aspects of the content, function and context of visual communication as applied to multimedia.
- Advanced program use in all aspects of design.

**Content**
Students will investigate DVD production, compression, scripting. Further exploration of interactive mediums and the World Wide Web as a communication medium. Advanced application of vector and bitmap animation delivery within these mediums. Further development of industry standard authoring software packages and Lingo and HTML scripting for interactive production over the World Wide Web and other specific mediums.

**HDDS524E Individual MD Project 8**
12.5 Credit Points  • 1 Semester  • 3 Hours per Week  • Prahran  • Prerequisite: Nil  • Teaching methods: Projects will be conducted in a studio environment, on location, through lectures, student consultation/discussion, demonstrations and critiques.  • Assessment: Continuous, Journal, Project(s)
A subject in the Graduate Diploma of Design (Design Studies).

**Aims & Objectives**
- To further develop an understanding of the practice of design and narrative structure in multimedia design methods and technology.
To encourage creative and expressive development of design, narrative form and sequenced image-making for multimedia.

Content
This subject consists of an individual minor project through which the student will undertake advanced investigation of aspects of design and sequence for multimedia. The project will develop the special principles of design that help the design process in various media. Projects and workbooks will describe the design strategies that inform the practice of multimedia design. Presentations will provide an understanding of the structural, sequencing and spatial organisation that describes aspects of visual communication. Further investigations will be made into audio, video, animation, filmic imagery and 3D modelling requirements for digital delivery. Creative, innovative and expressive development of video image/sound/interactive forms will be encouraged.

References

HDM501 Design Project One
50 Credit Points • 1 Semester • Prahran • Prerequisite: Nil • Assessment: Class Presentations, Continuous, Folio Presentations
A subject in the Graduate Diploma of Design and Master of Design programs.

Aims & Objectives
The primary aim of Design Project One is to achieve a creative solution to a design problem that is both technically and commercially viable within the constraints of the particular design discipline (e.g. Industrial Design, Communication Design, Interior and Exhibition Design, Multimedia Communication Design).

Content
Design Project One will follow the international industry standard format for a design project. This will involve a response to a comprehensive design brief describing (a) the design problem to be investigated (b) the parameters of the investigation and (c) the nature of the outcomes and the format of their presentation (e.g. exhibition, CD-ROM). However, if the student chooses, and has the background to do so, they may formulate an individual brief in association with their design mentor. Given the primary aim of the project, a high level of creativity will be expected. Within the context of the brief students will develop individual projects, reflecting their own design discipline (e.g. Industrial Design, Communication Design, Interior and Exhibition Design, Multimedia Communication Design) and the design problem to be investigated.

HDM502 Design Project Two
50 Credit Points • 1 Semester • Prahran • Prerequisite: HDM501 • Assessment: Class Presentations, Continuous, Design Report
A subject in the Graduate Diploma of Design and Master of Design programs.

Aims & Objectives
The primary aim of Design Project Two is to achieve a creative solution to a design problem that is both technically and commercially viable within the constraints of the particular design discipline (e.g. Industrial Design, Communication Design, Interior and Exhibition Design, Multimedia Communication Design).

Content
Design Project Two will follow the international industry standard format for a design project. This will involve a response to a comprehensive design brief describing (a) the design problem to be investigated (b) the parameters of the investigation and (c) the nature of the outcomes and the format of their presentation (e.g. exhibition, CD-ROM). However, if the student chooses, and has the background to do so, they may formulate an individual brief in association with their design mentor. Given the primary aim of the project, a high level of creativity will be expected. Within the context of the brief students will develop individual projects, reflecting their own design discipline (e.g. Industrial Design, Communication Design, Interior and Exhibition Design, Multimedia Communication Design) and the design problem to be investigated.
Brand Mark Design
This project focuses on the conceptual design of the brand mark, especially industry methods of developing brandmark design. It challenges participants to evaluate and devise their own methods of brand mark categorisation, and to refine the typographic and visual components of their work. This is an individual project developed within a group setting, as occurs in industry.

Brand Applications and Design Manual
This project introduces the participants to the wider context of branding and shows how branding is not just a logo design but rather a kit of parts to be used in an organic, flexible way. The final brand will be developed into a series of applications, some standard and some unique, incorporating a ‘look and feel’ range of elements. It will then be executed as a sample set of pages for a style manual.

This is an individual project developed within a group setting as occurs in industry.

Technology Tutorial
This tutorial provides instruction in design technology, as relevant to the nature of assigned projects. Its role is to enhance design opportunities by expanding what it is possible for the student to produce.

References
Due to the constantly changing nature of communication design, an up-to-date reading guide will be distributed in the first class.

HDMC621 Creative Methods
50 Credit Points • 12 Weeks • 6 Hours • Prahran • Prerequisite: Nil • Teaching methods: Subject content will be delivered in a studio environment, on location, through lectures, student consultation sessions, group discussion, demonstrations and critiques. Participants will be expected to attend all seminars and present their work to the group at the end of each project. • Assessment: Progressive evaluation of work throughout the semester and the submission of a folio of revised project work (print or digital) at the end of each semester. Critical feedback will be given to allow participants to develop their work before final submission.

Graduate Diploma of Design in Communication Design; Masters of Design in Communication Design

Aims & Objectives
- To introduce participants to the variety of creative strategies available to designers and how to use them effectively.
- To challenge the client designer relationship, enabling designers to be at the forefront of decision making within the wider social arena.
- To reinvent client briefs and to break new ground in terms of specific design responses.
- To extend the traditional role of the designer
- To understand the value of working within a multi-disciplined team of specialists.
- To guide participants to present and document design proposals in a creative, professional, and visually meaningful way.
- To challenge participants to reframe design deliverables to an advanced level.
- To broaden participant’s knowledge of contemporary design software.
- To offer both individual and group projects, as modelling present and future industrial practice.

Content
The content of this subject is delivered in the context of three design projects, plus a technology tutorial. These are:

Design as a Service
This project introduces the notion of design as creative strategy. It will challenge participants to see the contemporary role of designers as designers of services, not products. This project represents the research, planning and proposal stage of a given brief. Briefs may revolve around areas of investigation such as the post office, banking, or tourism. Students will work in small groups to determine the nature of their project.

Designing the Service
This project focuses on widening the strategies available to designers throughout the creative process. Strategies include working in a multi-disciplinary team, identifying a system to the process of design various approaches to ideas generation developed at the NID. This will be a group project.

New Products, New Services
The group will identify an activity (rather than a product) to work with and prepare a unique response to a client brief, challenging old paradigms. The group will present their work in a form that suits their project proposal. Participants will explore and demonstrate how the design of a service shifts design away from providing clients with predictable product responses to reinventing the landscape of design to include the design of service.

Technology Tutorial
This tutorial provides instruction in design technology, as relevant to the nature of assigned projects. Its role is to enhance design opportunities by expanding what it is possible for the student to produce.

References
Due to the constantly changing nature of communication design, an up-to-date reading guides will be distributed in the first class.

HDMC700 Major Design Project
100 Credit Points • 24 Weeks • Prerequisite: Nil • Assessment: Candidates will be required to formally present their work to an assessment panel (comprising academic staff of the National Institute of Design and an eminent design practitioner from the field of communication design), in a mode appropriate to its nature and as specified in the design brief. The project document will be assessed as an integral component of the Major Design Project.

Masters of Design in Communication Design

Aims & Objectives
The primary aim of the Major Design Project is to develop and execute an individual design project reflecting the social, cultural and/or economic roles of contemporary communication design. The project should be commercially or socially viable, and technically feasible. While recognising that design and production are effectively synonymous in the context of contemporary design it should reflect a high degree of facility in the craft of design. This will be accomplished under the guidance of an individual design adviser.

Content
The focus of the Major Design Project will be the integration of the knowledge and skills gained from the first year of the program. Integration should seek to extend the design discipline into new areas of exploration, while recognising:
- the role of communication design in structuring contemporary experience.
- the role of technology in the realisation of contemporary design projects.
- the integrity of the design process.
- the role of the audience and end-user in constructing design meaning.
- the role of style in communicating to a specific design audience.
- the complex, multidisciplinary nature of contemporary design practice.
- the responsibility of the designer to act on behalf of others.

The Major Design Project will follow the standard industry format for a design project. This will involve a response to a comprehensive design brief describing (a) the design problem to be investigated (b) the parameters of the investigation and (c) the nature of the outcomes and the format of their presentation (e.g. exhibition, CD-ROM). Within the context of the brief students will develop individual projects. Given the primary aim of the project, a high level of creativity will be expected. Supporting the Major Design Project will be a project document that describes the parameters of the investigation.

HDMC711 Design Management
50 Credit Points • 12 Weeks • 6 Hours • Prahran • Prerequisite: Nil • Teaching methods: Subject content will be delivered in a studio environment, on location, through lectures, student consultation sessions, group discussion, demonstrations and critiques. Participants will be expected to attend all seminars and present their work to the group at the end of each project. • Assessment: Progressive evaluation of work throughout the semester and the submission of a folio of revised project work (print or digital) at the end of each semester. Critical feedback will be given to allow participants to develop their work before final submission.

Masters of Design in Communication Design
Aims & Objectives
- To develop an understanding of the role and practice of design management within the contemporary design industry.
- To introduce the major areas of design management, including client and studio management, forms design and strategy proposal writing.
- To provide participants with a management framework on which to begin the creative design process.
- To demonstrate how designers and design managers can work together to benefit each other.
- To guide participants to present and document design proposals in a creative, professional, and visually meaningful way.
- To challenge participants to refine design deliverables to an advanced level.
- To broaden participants’ knowledge of contemporary design software.
- To offer both individual and group projects, as modelling present and future industrial practice.

Content
The content of this subject is delivered in the context of three design projects, plus a technology tutorial. These are:

Client Management
This project introduces participants to the art of developing and maintaining a client relationship. This includes basic project and time management skills, protocols for meetings and presentations, and methods for describing the design process to clients, including issues such as trademarking and copyright. Participants will investigate best-practice client management processes, including proposal writing, timelines, quoting and invoicing. This will be a group project.

Studio Management
This project focuses on the internal management of a design studio. Participants will research the range of management tools used within design studios today and will be challenged to propose new ways of managing workflow, teamwork, studio forms, etc. The project will provide the opportunity to reinvent studio processes such as briefing procedures, timesheets, terms and conditions and quoting guideline forms. Part of this project will involve group work and part individual work.

Information Design
This project focuses on information design, an important area of design for the community at large. Participants will investigate and challenge current best-practice printed and electronic form design. Individual studio- and business-related forms will be redesigned focusing on user-centred design and testing/feedback principles. Part of this project will involve group work and part individual work.

Technology Tutorial
This tutorial provides instruction in design technology, as relevant to the nature of assigned projects. Its role is to enhance design opportunities by expanding what is possible for the student to produce.

References
Due to the constantly changing nature of communication design, up-to-date reading guides will be distributed in the first class.

HDMC712 Interface & Information Design
50 Credit Points • 12 Weeks • 6 Hours • Prerequisite: Nil • Teaching methods: Subject content will be delivered in a studio environment, on location, through lectures, student consultation sessions, group discussion, demonstrations and critiques. Participants will be expected to attend all seminars and present their work to the group at the end of each project. • Assessment: Progressive evaluation of work throughout the semester and the submission of a folio of revised project work (print or digital) at the end of each semester. Critical feedback will be given to allow participants to develop their work before final submission.
Masters of Design in Communication Design
Aims & Objectives
- To prepare designers for their future role as ‘ecologists of communication’.
- To investigate the design of the communication interface and the way it reflects social, cultural and communication assumptions.

Content
The content of this subject is delivered in the context of three design projects, plus a technology tutorial. These are:

1. Typography – The Legible World
This project focuses on typography and information hierarchies. Participants will work together exploring whether designers shape cultural paradigms or whether they reflect current world views in relation to information design. Participants will investigate whether information design should reflect either the cultural desire for simplicity – to be user-friendly, clear and legible – or the desire for chaos – random, haphazard and colourful. This project will explore public information systems, printed document design, and ways of creating memorable information design solutions. This will be a group project.

2. Metaphors, Signs and Symbols
This project investigates how metaphors, icons and symbols are part of our daily life and how they construct our reality. It will challenge participants with a project that focuses on ‘information gateways’ and how successful they are in accessing information. Participants will research and design their own projects, using metaphor to aid the process of information retention for their target market. This project will begin with a group investigation followed by an individual response. This is a group project.

3. Computer Interface Design
This project focuses on the design of a computer interface application. Participants will consider the role of the designer, the nature of the information, a set of symbols and metaphors and the end user’s requirement and situation. Participants will then develop the finer details of their interface design, including considering input devices, touchscreens, tone, colour, features, pathways of information and information hierarchies.

Technology Tutorial
This tutorial provides instruction in design technology, as relevant to the nature of assigned projects. Its role is to enhance design opportunities by expanding what is possible for students to produce.

References
Due to the constantly changing nature of communication design, up-to-date reading guides will be distributed in the first class.

HDMDO00 IBL Placement
37.5 Credit Points • 24 Weeks • Prerequisite: Nil • Teaching methods: To experience through contact, observation and practice the disciplines of the design industry while under the supervision and guidance of professional practitioners. • Assessment: Continuous
A subject in the Bachelor of Design (Multimedia Design).

Aims & Objectives
- Generally: to provide the opportunities for selected students to further their practical design education while working in industry.
- Specifically: to develop practical design and production skills, to help clarify career paths, to develop interpersonal skills and to promote professional and business awareness.

Content
Students are placed in an appropriate industrial situation organised by the National Institute of Design in cooperation with employers.
HDMDS12 Individual Multimedia Project 1

12.5 Credit Points • 1 Semester • 3 Hours per Week • Prahran • Prerequisite: Nil • Teaching methods: Projects will be conducted in a studio environment, on location, through lectures, student consultation/discussion, demonstrations and critiques. • Assessment: Progressive evaluation of work through each semester. A completed minor project in digital presentation together with workbook/journal and digital files submitted at the end of each semester.

A subject in the Graduate Certificate, Graduate Diploma, and Master of Design (Multimedia Design).

Aims & Objectives
- To develop an understanding of the practice of design and narrative structure in multimedia design methods and technology.
- To introduce the fundamental aspects of the content, function and context of visual communication within a multimedia project.

Content
This subject consists of an individual minor project through which the student will investigate aspects of design and sequence for multimedia. The project will develop the special principles of design that assist the design process in various media. Projects and workbooks will describe the design strategies that inform the practice of multimedia design. Presentations will demonstrate an understanding of the structural, sequencing and spatial organisation that describes aspects of visual communication. Investigations will begin into audio, video, animation, filmic imagery and 3D modelling requirements for digital delivery.

References

HDMDS13 Group Multimedia Project 1

25 Credit Points • 1 Semester • 6 Hours per Week • Prahran • Prerequisite: Nil • Teaching methods: Projects will be conducted in a studio environment, on location, through lectures, student consultation/discussion, demonstrations and critiques. • Assessment: Progressive evaluation of work through each semester by group discussion and evaluation. A folio of work and preliminary sequenced work will be presented as workbook/journal and digital files. These will be submitted at the end of each semester. Submission of minor thesis (2500 words).

A subject in the Graduate Certificate, Graduate Diploma, and Master of Design (Multimedia Design).

Aims & Objectives
- To develop an understanding of the practice of design and narrative structure in multimedia design methods and technology.
- To introduce the fundamental aspects of the content, function and context of visual communication within a multimedia project.

Content
This subject consists of a major group project through which students will investigate aspects of design and sequence for multimedia outcomes. This will be a group-determined project. The project will develop the special principles of design that assist the design process in various media. Projects and workbooks will describe the design strategies that inform the practice of multimedia design. Presentations will provide an understanding of the structural, sequencing and spatial organisation that describes aspects of visual communication. Investigations will continue into audio, video, animation, filmic imagery and 3D modelling requirements for digital delivery.

As part of this subject students will submit a minor thesis that will explore issues relating to their major project. Issues such as contextuality, technology delivery and content development and reasoning will be raised and discussed.

References

HDMDS21 Multimedia Design Technology 2

12.5 Credit Points • 1 Semester • 3 Hours per Week • Prahran • Prerequisite: HMDT501 • Teaching methods: Projects will be conducted in a studio environment, on location, through lectures, student consultation/discussion, demonstrations and critiques. • Assessment: Progressive evaluation of work through the semester with a digital project and workbook presented at the end of the semester. Projects can be integrated with Multimedia Design projects.

A subject in the Graduate Certificate, Graduate Diploma, and Master of Design (Multimedia Design).

Aims & Objectives
- To further develop an understanding of the practice of design in multimedia design methods and technology.
- To develop the fundamental aspects of the content, function and context of visual communication as applied to multimedia.

Content
This subject has three study areas:

Visual Communication 2
Students will further investigate key aspects of design and communication through various projects. These projects will further develop the principles of design that help define and refine the design process in various media. They will also apply specific design systems in conceptual and critical problem solving. Projects and workbooks will describe the design strategies that inform the practice of multimedia design.

Audio, Video, 3D Modelling and Virtual Reality 1
Introduction to more advanced aspects of video and audio techniques. This will cover:
- Advanced aspects of video and audio techniques using digital capture and appropriate compression and decompression software (codecs).
- Further principles of video camera work-panning, focusing, lighting.
- Basic understanding and utilisation of the QuickTime standard as applied to audio, video and 3D interpretation and realisation.
- An introduction to specialist 3D modelling software and use of rendering, modelling, sculpting and lighting techniques to assimilate various physical properties.

Interactive Multimedia Scripting, Internet Communication
Further exploration of interactive mediums and the World Wide Web as a communication medium. Advanced application of vector and bit map animation delivery within these mediums. Further development of industry standard authoring software packages and Lingo and HTML scripting for interactive production over the World Wide Web and other specific mediums.

References
Heinle, N., Designing with Java Script, O'Reilly, Berkeley, Cal, 1997.

HDMDS22 Individual Multimedia Project 2

12.5 Credit Points • 1 Semester • 3 Hours per Week • Prahran • Prerequisite: HMDT501 • Teaching methods: Projects will be conducted in a studio environment, on location, through lectures, student consultation/discussion, demonstrations and critiques. • Assessment: Progressive evaluation of work through the semester. A
completed minor project in digital presentation together with workbook/journal and digital files submitted at the end of the semester.

A subject in the Graduate Certificate, Graduate Diploma, and Master of Design (Multimedia Design).

Aims & Objectives

- To further develop an understanding of the practice of design and narrative structure in multimedia design methods and technology.
- To encourage creative and expressive development of design, narrative form and sequenced image making for multimedia.

Content

This subject consists of an individual minor project through which the student will undertake advanced investigation of aspects of design and sequence for multimedia. The project will develop the special principles of design that help the design process in various media. Projects and workbooks will describe the design strategies that inform the practice of multimedia design. Presentations will provide an understanding of the structural, sequencing and spatial organisation that describes aspects of visual communication. Further investigations will be made into audio, video, animation, filmic imagery and 3D modelling requirements for digital delivery. Creative, innovative and expressive development of video image/sound/interactive forms will be encouraged.

References


HDMD623 Group Multimedia Project 2

25 Credit Points • 1 Semester • 6 Hours per Week • Prerequisite: HDMD560 • Teaching methods: Projects will be conducted in a studio environment, on location, through lectures, student consultation/discussion, demonstrations and critiques. • Assessment: Progressive evaluation of work through each semester by group discussion and evaluation. A folio of work and preliminary sequenced work will be presented as workbook/journal and digital files. These will be submitted at the end of each semester. Submission of minor thesis (2,500 words).

A subject in the Graduate Certificate, Graduate Diploma, and Master of Design (Multimedia Design).

Aims & Objectives

- To provide the opportunity for increased investigation into, and development of, time-based media from an exploration of content and form, within interactive digital media.
- To encourage creative and expressive development of design, narrative form and the sequenced image-making for multimedia.

Content

This subject consists of a major group project through which students will investigate aspects of design and sequence for multimedia outcomes. This will be a group-determined project. The project will develop the special principles of design that help the design process in various media. Projects and workbooks will describe the design strategies that inform the practice of multimedia design. Presentations will provide an understanding of the structural, sequencing and spatial organisation that describes aspects of visual communication. Investigations are further developed into audio, video, animation, filmic imagery and 3D modelling requirements for digital delivery.

Assessment: Progressive evaluation of work through the semester, with a digital project and workbook presented at the end of the semester. Projects can be undertaken for credit, a pass or honours/pass with distinction.

HMD711 Multimedia Design Technology 3

12.5 Credit Points • 1 Semester • Prerequisite: HMDT502 • Teaching methods: Projects will be conducted in a studio environment, on location, through lectures, student consultation/discussion, demonstrations and critiques. • Assessment: Progressive evaluation of work through the semester, with a digital project and workbook presented at the end of the semester. Projects can be integrated with Multimedia Design projects.

A subject in the Graduate Certificate, Graduate Diploma, and Master of Design (Multimedia Design).

Aims & Objectives

- To develop specialist knowledge of the practice of design in multimedia design methods and technology.

Content

This subject has three study areas:

Visual Communication 2

Students will further investigate key aspects of design and communication through various projects. The projects will further develop the principles of design that help define and refine the design process in various media, and apply specific design systems in conceptual and critical problem solving. Projects and workbooks will describe the design strategies that inform the practice of multimedia design.

Audio, Video, 3D Modelling and Virtual Reality

Exploration of advanced aspects of video and audio techniques using digital capture and appropriate compression and decompression software (codecs). Understanding and utilisation of the QuickTime standard as applied to audio, video and 3D interpretation and realisation. Introduction to specialist 3D modelling software and use of rendering, modelling, sculpting and lighting techniques to assimilate various physical properties.

Interactive Multimedia Scripting

Further exploration of interactive mediums and the World Wide Web as a communication medium. Advanced application of vector and bitmap animation delivery within these mediums. Further development to an expert level of industry standard authoring software packages and Lingo and HTML scripting for interactive production over the World Wide Web and other specific mediums. Introduction to and awareness of Java and Java-based applets as applied to the World Wide Web.

References

Heinle, N., Designing with Java Script, O'Reilly, Berkeley, Cal., 1997.

HDMD712 Individual Multimedia Project 3

12.5 Credit Points • 1 Semester • Prerequisite: HDMD501 • Teaching methods: Lecture and Tutorial • Assessment: Progressive evaluation of work through each semester, with a digital project and workbook presented at the end of each semester. Submission of minor thesis (2,500 words).

A subject in the Graduate Certificate, Graduate Diploma, and Master of Design (Multimedia Design)
Aims & Objectives
- To produce through independent intellectual research a minor interactive multimedia project.
- To explore through innovation and creativity the defining processes of interactive multimedia design.

Content
Through focused exploration the project will demonstrate a comprehensive knowledge of the potential of interactive multimedia, or highlight an in-depth understanding of a particular aspect of the media, such as scripting within non-linear formats, multimedia for special needs or targeted audiences, experimental animation and video techniques, the design of physical and virtual environments etc.

A minor dissertation is integrated into this subject and will, through critique, analysis and synthesis, describe the process and outcome of the project.

References

HDMD713 Group Multimedia Project 3
25 Credit Points • 1 Semester • 6 Hours per Week • Prerequisite: Nil • Teaching methods: Projects will be conducted in a studio environment, on location, through lectures, student consultation/discussion, demonstrations and critiques. • Assessment: Progressive evaluation of work through each semester by group discussion and evaluation. A folio of work and preliminary sequenced work presented as workbook/journal and digital files will be submitted at the end of each semester.

A subject in the Graduate Certificate, Graduate Diploma, and Master of Design (Multimedia Design).

Aims & Objectives
- To produce through collaborative research a major interactive multimedia project.
- To explore through innovation and creativity the defining processes of interactive multimedia design.

Content
This subject consists of a major group project through which students will investigate aspects of design and sequence for multimedia outcomes and key aspects of communication. This will be a group-determined project. The project will develop the special principles of design that help the design process in various media. Projects and workbooks will describe the design strategies that inform the practice of multimedia design. Presentations will provide an understanding of the structural, sequencing and spatial organisation that describes aspects of visual communication. Investigations are further developed into audio, video, animation, filmic imagery and 3D modelling requirements for digital delivery.

References
targeted audiences, experimental animation and video techniques, the design of physical and virtual environments etc.

References

HMD723 Group Multimedia Project 4
25 Credit Points • 1 Semester • 6 Hours per Week • Prerequisite: HMDP623 • Teaching methods: Lecture and Tutorial • Assessment: Progressive evaluation of work through each semester, with a digital project and workbook presented at the end of each semester. Submission of minor thesis (3500 words).
A subject in the Graduate Certificate, Graduate Diploma, and Master of Design (Multimedia Design).

Aims & Objectives
- To produce through collaborative research a major interactive multimedia project.
- To explore through innovation and creativity the defining processes of interactive multimedia design.

Content
Through focused exploration, the project will show a comprehensive knowledge of the potential of interactive multimedia or highlight an in-depth understanding of a particular aspect of the media, such as scripting within non-linear formats, multimedia for special needs or targeted audiences, experimental animation and video techniques, the design of physical and virtual environments etc.
A minor dissertation is integrated into this subject and will, through critique, analysis and synthesis, describe the process and outcome of the project.

References

HEI621 New Venture Finance
12.5 Credit Points • 1 Semester • 36 Hours • Hawthorn • Prerequisite: Nil • Teaching methods: Class Sessions involving Discussions, Case Exercises and Active Participation of all Class Members • Assessment: Individual Assignment, Individual Class Contribution, Group Assignment and Presentation
A Stage 1 subject in the Master of Entrepreneurship & Innovation suite.

Aims & Objectives
By the end of the semester, students will be able to:
- Identify and explain aspects of financial information which are important in the decision-making process.
- Demonstrate mastery of fundamental accounting concepts and basic practical financial modelling techniques.
- Apply financial theory in the financial analysis of a venture.
- Demonstrate effective use of accounting information.
- Explain the limitations of accounting information.

Content
- What is financial management?
- Financial statements.
- Manufacturing.
- Merchandising.
- Service.
- Deriving financial statements.
- Developing a financial model.
- Recognition and measurement of financial elements.
- Financial statement analysis.
- Assessment for investment decision-making.
- Profit measurement and short term decision-making.
- Financial maths.
- Evaluating the relevance of accounting information.

Reference
HEI631 New Venture Marketing

12.5 Credit Points • 1 Semester • 36 Hours • Hawthorn • Prerequisite: Nil • Teaching methods: Class Sessions involving Discussions, Case Exercises and Active Participation of all Class Members • Assessment: Individual and Group Assignments/Reports

A Stage 1 subject in the Master of Entrepreneurship & Innovation suite.

Aims & Objectives

Students who have passed this subject should possess the skills necessary to dispassionately and professionally evaluate the broad range of marketing problems and opportunities facing a new or rapidly growing enterprise by applying the knowledge of fundamental marketing principles acquired in this course. Graduates of this course should be able to contribute valuable input in any business situation where marketing issues are concerned.

By the end of the semester, students will be able to:

- Identify and evaluate marketing issues relevant to new and existing business situations.
- Apply appropriate marketing tools when dealing with marketing issues.
- Assess the core competence of their organisation.
- Develop skills and strategies that increase sales of products and services.
- Determine strategies for market research and analysis, market entry and long term business development.
- Develop plans which recognise and integrate product, price, promotion and distribution activities.
- Develop a practical and realistic marketing plan to support the launch of new products or services.

Content

- Marketing Concepts
- The Marketing Environment
- Markets
- Competitors
- Marketing Plans
- Marketing Research
- Consumer Behaviour
- Product
- Marketing Channels
- Price
- Marketing Communication
- Portfolio Analysis
- Emerging Ideas

Reference

Kotter, Brown, Adam & Armstrong, Marketing in Australia, 5th edn.

HEI691 Opportunity Evaluation

12.5 Credit Points • 1 Semester • 36 Hours • Hawthorn • Prerequisite: HEI631 • Teaching methods: Class Sessions involving Discussions, Case Exercises and Active Participation of all Class Members • Assessment: Group Assignments, Case Study, Class Participation

A Stage 1 subject in the Master of Entrepreneurship & Innovation suite.

Aims & Objectives

Upon completion of this course, students will have obtained the tools and mindset to:

- Conduct their own evaluation process on potential opportunities.
- Confidently evaluate other proposed new ventures or innovation strategies presented to them.

Content

The focus of this subject is how to determine the difference between ideas and money-making business opportunities. It covers the broad areas of:

- Financial and non-financial requirements for evaluating opportunities.
- Personal vs business requirements.
- The people dynamics.
- The options for growth.

Topics covered during the course include:

- Introduction to innovation.
- Sources of innovation.
- Opportunity recognition.
- New venture screening guide.
- Presentation skills.
- Group dynamics.
- Alternative business growth strategies.
- Evaluation of options and their implications.
- Techniques for evaluating innovation strategies.

Reference


HEI711 Managing the Growing Business

12.5 Credit Points • 1 Semester • 36 Hours • Hawthorn • Prerequisite: HEI611 • Teaching methods: Class Sessions involving Discussions, Case Exercises and Active Participation of all Class Members • Assessment: Class Presentation, Group Report, Individual Paper

A Stage 2 subject in the Master of Entrepreneurship & Innovation suite.

Aims & Objectives

By the end of the semester, students will be able to:

- Identify the stages of business growth and the problems and opportunities to be managed.
- Recognise the increasing complexities of the growing enterprise.
- Describe the functional, planning and control needs of each stage.
- Identify the tools and techniques to manage and sustain growth.
- Recognise the different leadership styles appropriate to each stage of business growth.
- Identify the practices by which business maintains innovation and plan for business harvest.
- Describe and apply key principles and theories of organisational behaviour in new ventures.
- Use appropriate personnel practices in developing a new business.
- Apply the entrepreneurial process to development of opportunities in corporations.

Content

- OB general model.
- Case analysis techniques.
- Key features of business growth models and diagnostic tools.
- The six phases of company growth.
- The DSP Model.
- How entrepreneurs craft strategies that work.
- Turning ideas into products.
- Decision-making behaviour in smaller entrepreneurial and larger professionally managed firms.
- Managing innovation: controlled chaos.
- Organisational learning: the key to management innovation.
• Capturing value from technological innovation.
• Innovation and industrial evolution in manufacturing industries.
• Value innovation: the strategic logic of high growth.
• The work of leadership.
• What we know about the creative process.
• Managing research and development.
• Mastering technology.
• Managing intellectual assets.
• The philosophy and ethics of business growth.
• Why grow?

References
No text required.

HEI721  Financial & Legal Strategies
12.5 Credit Points  • 1 Semester  • 36 Hours  • Hawthorn  • Prerequisite: HEI621
Teaching methods: Class Sessions involving Discussions, Case Exercises and Active Participation of all Class Members • Assessment: Individual Assignment, Individual Class Contribution, Group Assignment and Presentation
A Stage 2 subject in the Master of Entrepreneurship & Innovation suite.

Aims & Objectives
By the end of the semester, students will be able to:
• Demonstrate mastery of fundamental financial mathematics and basic practical financial modelling techniques.
• Apply these techniques in the financial analysis, planning and management of a venture.
• Apply financial analysis techniques by producing a comprehensive financial plan for a venture embodied in an accurate and credible set of projected financial statements for inclusion in a business plan.
• Objectively evaluate financial projections from the point of view of a prospective investor and arrive at a valuation for the venture.
• Demonstrate a broad knowledge of financing ventures.
• Apply theoretical knowledge acquired in this subject to other financial areas not covered in this course.

Content
• Financial environment.
• New venture finance v traditional finance.
• Understanding and applying financial maths.
• The basic financial maths formulas.
• Investment project evaluation.
• Capital structure.
• Business valuation techniques.
• Liability & equity management issues.
• Sources of capital.
• Asset management.
• Legal structures.
• Contract law.
• Consumer protection.
• Company law.
• Intellectual property.
• Employment law.
• Taxation.

Reference

HEI791  The Business Plan
12.5 Credit Points  • 1 Semester  • 36 Hours  • Hawthorn  • Prerequisite: Stage 1 Subjects  • Teaching methods: Classes, Guest Lectures and Case Study Discussion • Assessment: Group Report and Presentation, Individual Case Study and Report
A Stage 2 subject in the Master of Entrepreneurship & Innovation suite.

Aims & Objectives
By the end of the semester, students will be able to:
• Recognise viable venture opportunities.
• Create an effective business plan for a new business.
• Explain the various business entry strategies available to entrepreneurs.
• Identify the skills needed and the means available to collect market information about a new business venture.
• Describe the various sources of capital for new ventures and the critical skills needed to evaluate and select the most appropriate sources for a specific venture.
• Read and use financial statements to develop a financial plan.
• Develop operating procedures.
• Create contingency plans and identify risks.
• Identify members of infrastructure and build a management team.

Content
• Why write a business plan.
• The business plan outline.
• Entrepreneurial characteristics & myths.
• Business start-up.
• Concept development.
• The management team.
• Infrastructure.
• Legal forms of organisation.
• Intellectual property.
• Product/service plan.
• Contracts and leases.
• Government regulations.
• Commercial real estate.
• Market research.
• Information management.
• Market analysis.
• Target marketing.
• Market penetration.
• Financial documents.
• Traditional money sources.
• Loan qualifications.
• Raising money/venture capital.
• Negotiations.
• Growing business.

References

**HEI800 Supervised Practical Project**

12.5 Credit Points • 1 Semester • 2 Hours per Week • Hawthorn • Prerequisite: Stage 1 and Stage 2
A Stage 3 advanced elective in the Master of Entrepreneurship & Innovation.

Content
Students will undertake an individual supervised practical project. Students negotiate an appropriate project to be supervised by AGSE staff during the semester. Examples of projects include:

• Set up and run a business.
• Set up and run a funded project, for example as part of a government initiative program.
• Supervised field trip (if available).

**HEI821 Growth Venture Evaluation**

12.5 Credit Points • 1 Semester • 36 Hours • Hawthorn • Prerequisite: HEI821, HEI221 • Teaching methods: Class Sessions involving Discussions, Case Exercises and Active Participation of all Class Members • Assessment: Team Project, Case Studies, Major Assignment
A Stage 3 subject in the Master of Entrepreneurship & Innovation suite.

**Aims & Objectives**

By the end of the semester, students will be able to:

• Apply the knowledge of principles gained in stage 1 subjects to the analysis of case studies.
• Apply and extend the practical skills of financial modelling gained in stage 2 subjects.
• Understand the key issues involved in successfully managing the transition from the start-up phase to building a large enterprise.

Content

• Entrepreneurship: a working definition.
• The startup process.
• The 5-Cs model and system for analysing new ventures.
• The ECIPP method of dynamic due diligence.
• Venture capital.
• What makes a good business plan?
• Applied valuation techniques: beyond the CME method.
• Attracting stakeholders and alternative sources of finance.
• Securities law and private financing in Australia.
• Describing, creating and protecting Intellectual Property in Australia.
• Evaluating and purchasing an existing business.
• Which form of legal organisation should a new venture choose?
• Key Issues in managing growth.
• Issues in corporate failure: bankruptcy, receivership and turnaround.
• Different methods of harvesting a new venture.
• Securities law and initial public offerings in Australia.

References

**HEI831 Global Markets**

12.5 Credit Points • 1 Semester • 36 Hours • Hawthorn • Prerequisite: Stage 1 subjects or equivalent • Teaching methods: Class Sessions involving Discussions, Case Exercises and Active Participation of all Class Members • Assessment: Major Individual Case Study, Individual Class Presentation, Major Group Field Study
A Stage 3 advanced elective subject in the Master of Entrepreneurship & Innovation.

**Aims & Objectives**

By the end of the semester, students will be able to:

• Understand principles of international marketing from an Australasian perspective.
• Develop strategies to gather and analyse appropriate information within international markets.
• Recognise and manage culture differences.
• Understand constraints and sources of international finance.
• Devise entry strategies to international markets.

Content

The International Marketing Environment
• The International Economic and Financial Environment.
• The Cultural Environment of International Business.
• The Political and Legal Environment.
• The Information and Technology Environment.

The International Marketing Mix
• Researching International Markets.
• Market Selection and Entry.
• Planning and Strategy for International Marketing.
• Modifying Products and Services for International Markets.
• Promotion and Advertising Overseas.
• Pricing for Profit.
• Effective International Distribution.

International Marketing Strategy
• Gaining Competitive Advantage Overseas.
• International Competitive Marketing Strategies.
• Strategic Alliances, Relationships and Networks.
• Globalisation.

References

**HEI851 Entrepreneurial Strategy**

12.5 Credit Points • 1 Semester • 36 Hours • Hawthorn • Prerequisite: Stage 1 and Stage 2 subjects • Teaching methods: Class Sessions involving Discussions, Case Exercises and Active Participation of all Class Members • Assessment: Individual Contribution to Case Study Discussion and Debate, Assignments, Case Research Project
A Stage 3 subject in the Master of Entrepreneurship & Innovation.

**Aims & Objectives**

By the end of the semester, students will be able to:

• Identify the strategy concept and organisation concept of a corporation.
• Recognise the relevance of these concepts to the contexts of entrepreneurship, maturity, diversification, innovation and professionalism.
• Recognise how ‘entrepreneurial’ management differs from ‘professional’ management.
• Understand the importance of ‘culture’ in an organisation and its effect on venture opportunities.
• Design new ventures to optimise the odds for success in a corporate framework.

Content
• The venture process and corporate strategy.
• Venture organisation and culture.
• Venture generation: entrepreneurial and innovation concepts.
• Changing management needs during the ventureship cycle.

References

HEI881 Entrepreneurial Research Project
12.5 Credit Points • 1 Semester • 36 Hours • Hawthorn • Prerequisite: Stage 1 & 2 subjects • Teaching methods: Classes • Assessment: Research Proposal, Individual Entrepreneurial Research Project
A Stage 3 advanced elective subject in the Master of Entrepreneurship & Innovation.

Aims & Objectives
By the end of the semester, students will be able to:
• Select and articulate a distinct research problem in the field of entrepreneurship (including a thorough, targeted literature search).
• Produce a research design capable of addressing that problem.
• Organise and commence the appropriate collection of data relevant to solving the chosen problem.
• Analyse data using quantitative and qualitative data analysis techniques appropriate to the chosen research problem.
• Prepare a report of the results of the analysis.

Content
• Defining research and distinguishing entrepreneurship research.
• Defining a research problem and writing a research proposal.
• Generic research tools and components.
• Literature review and research design.
• Major generic research methodologies.
• Research writing.
• Data analysis: the quantitative study.
• Data analysis: the qualitative study.
• Aspects of specialist methodologies.
• Where to next?

References
Emory, W.C., Business Research Methods, rev. edn or later, Richard Irwin, Homewood, Ill, 1980.

HEI891 Entrepreneurial Growth Project
12.5 Credit Points • 1 Semester • 36 Hours • Hawthorn • Prerequisite: Stage 1 & 2 subjects • Teaching methods: Interactive Seminars, Class Discussion • Assessment: Group Reports and Presentation
A Stage 3 advanced elective subject in the Master of Entrepreneurship & Innovation.

Aims & Objectives
By the end of the semester, students will:
• Have completed a successful growth project for an entrepreneurial client enterprise.

• Understand what is necessary for a successful new venture to make the transition into a larger enterprise.
• Manage the growth planning process for that company.
• Understand the industry value chain they are working in.
• Listen to and understand the company’s management.
• Use innovation to create and plan growth opportunities for the client.
• Strategically position themselves and the team as ‘thought leaders’.
• Produce a business plan.
• Capitalise upon their skills in innovation and entrepreneurship to create a sustainable competitive advantage for their client.

Content
Students will form into teams. Each team is to find an existing business with an annual turnover of $5 million or more with considerable upside potential, and develop a plan to grow that business to double its present size over the next 3–5 years. The business could be a stand-alone company or a business unit within a larger company.
Planning should address all of the issues involved in this transition, including:
• Specific opportunities for growth.
• Resources that will be required, and when.
• Management structure.
• People, skills and competencies, and how to acquire them.
• Financing and how to get it.
• Administrative infrastructure that will be required to successfully support rapid growth.
• Ownership and governance issues.
• Managing whatever technology transition may be required.
The overriding criterion is that the existing business and the opportunities for growth should be real.

References

HES6131 Procurement and Inventory Management
12.5 Credit Points • 1 Semester • Hawthorn • Prerequisite: Nil • Teaching methods: Distance Education & Tutorials • Assessment: Assignments(40%), Examination (60%)
A core subject in: Graduate Certificate in Logistics, Graduate Diploma in Logistics, and Master of Technology Management (Logistics)

Aims & Objectives
On completion of this unit, students will have an understanding of the skills required to procure and manage inventory. They will also develop the required purchasing and materials management skills for cost analysis, decision-making, quality management and value analysis.

Content
• Freight tracking.
• Concept and components of purchasing and inventory management.
• Role of the supply chain in achieving least cost in a manufacturing environment.
• Strategic considerations in the procurement of raw materials, components and services.
• Ethics, fair dealing and risk management in procurement.
• Development and growth of modern procurement and inventory management.
• Methods including freight consolidation, cross docking, supplier development and lean supply methods.
• Strategic importance of procurement and inventory management to the provision of service and quality.
• Optimising inventory levels to provide appropriate service and maximise ROI.
• Role and impact of information technology and electronic commerce on current purchasing and inventory management practices.
• Development of MRP, ERP and synchronic support models.
• Sales and Operation Planning (SOP).
• Inventory management systems.

References
As per Course Notes.

HES6132 Managing Modern Distribution

12.5 Credit Points • 1 Semester • Hawthorn • Prerequisite: Nil • Teaching methods: Distance Education & Tutorials • Assessment: Assignments (40%), Examination (60%)

A core subject in: Graduate Certificate in Logistics, Graduate Diploma in Logistics, and Master of Technology Management (Logistics), Bachelor of Technology (Air Transport Management)

Aims & Objectives
On completion of this unit, students should have an understanding of the skills required for supply chain management and modern distribution process management.

Content
• Concept and components of modern distribution management, role played in the supply chain.
• Use of decision support models to minimise costs of distribution and for supply chain optimisation.
• Outsourcing distribution processes (3rd party logistics).
• Importance of distribution at strategic marketing level.
• Planning and managing modern distribution methods.
• Management Information Systems (MIS).
• Importance of distribution management to the provision of service and quality.
• Optimising distribution to provide appropriate service and maximise ROI.
• Role and impact of information technology and electronic commerce on current distribution practices.
• International distribution.

References

HES6133 Logistic Services Management

12.5 Credit Points • 1 Semester • Hawthorn • Prerequisite: Nil • Teaching methods: Distance Education & Tutorials • Assessment: Assignments (70%), Examinations (30%)

An elective subject in: Graduate Certificate in Logistics, Graduate Diploma in Logistics, and Master of Technology Management (Logistics)

Aims & Objectives
On completion of this unit, students will have an understanding of the role of logistics and freight operations in the commercial environment. They will appreciate the importance of the customer and how to manage and assess their needs.

Content
• Customer service issues, customer expectations.
• System design to meet defined customer needs.
• Managing the relationship.
• Strategic alliance development.

References

HES6134 Human Resources & Industrial Relations in Logistics

12.5 Credit Points • 1 Semester • Hawthorn • Prerequisite: Nil • Teaching methods: Distance Education & Tutorials • Assessment: Assignments (40%), Examination (60%)

An elective subject in: Graduate Certificate in Logistics, Graduate Diploma in Logistics, and Master of Technology Management (Logistics).

Aims & Objectives
This subject aims to equip students with an understanding of the Australian industrial relations systems, with particular emphasis on the Federal and Victorian jurisdictions.

Content
Provides a theoretical framework within which the industrial relations systems operate, the subject will address a range of contemporary issues, including current Federal and State legislative provisions, labour market reforms, trade union issues and the role of management in industrial relations. Also included is the understanding of the human resources skills necessary in the business logistics and freight operations environment.

References

HES6135 Introduction to Finance and Administration in Logistics

12.5 Credit Points • 1 Semester • Hawthorn • Prerequisite: Nil • Teaching methods: Distance Education & Tutorials • Assessment: Assignments (70%), Examination (30%)

A subject in the Graduate Certificate, Graduate Diploma and Master of Technology Management in Logistics.

Aims & Objectives
On completion of this unit, students will have an introduction to logistics business systems and the commercial knowledge required to operate in a logistics environment. They will also have gained an understanding of the financial skills necessary for gauging the performance of the business.

Content
• Business finance and accounting systems, including weekly profit & loss.
• Balance sheets, cash flow debtors.
• Asset utilisation and minimisation, asset ownership.
• Benchmarking, KPIs.
• IRR and ROI.
• Contract writing and negotiation.

References
Aims & Objectives
On completion of this unit, students will have developed their skills obtained from the Logistics Business Systems unit. They will have mastered the financial skills necessary for assessing the performance of their business and will understand cost and non-cost approaches.

Content
- Activity-based costing of facilities.
- Costing of different business activities.
- Preparing tenders and proposals.
- Zero-based budgeting (its definition and how it is applied).
- Costing methods.
- Performance measures.
- Property issues, owning, renting, leasing.
- Government regulations.
- Government transport policy environment.
- Legal and regulatory requirements.

References

HES6137 Transport and Freight Operations
12.5 Credit Points • 1 Semester • Hawthorn • Prerequisite: Nil • Teaching methods: Distance Education & Tutorials • Assessment: Assignments (70%), Examination (30%)
An elective subject in the: Graduate Certificate in Logistics, and a core subject in: Graduate Diploma in Logistics, and Master of Technology Management (Logistics).

Aims & Objectives
On completion of this unit, students will have an understanding of the various methods of transport and their operations. They will also be familiar with the transport environment and how it can be efficiently managed.

Content
- Air, sea, road and rail transportation.
- Freight forwarding line.
- Equipment selection process.
- Freight tracking, EDI.
- Computerised routing and scheduling.
- Selection criteria for different systems.
- Internet, emerging technologies and leading edge technologies.
- Selection, assessing and evaluating of relevant software and hardware packages.
- According to a determined set of criteria.
- Geographical Information Systems (GIS).
- Real Time Vehicle Performance Evaluation.

References
As per Course Notes.

HES6175 Project Costing
12.5 Credit Points • 1 Semester • Hawthorn • Prerequisite: Nil • Teaching methods: Distance Education & Tutorials • Assessment: Assignments (100%)
A core subject in the Graduate Diploma in Construction Management, and Master of Technology Management (Construction Management).

Aims & Objectives
To make the student aware of the principles and practices of Total Cost Management, and their application to establish and achieve time and cost budgets for engineered projects.

Content
- Projects & project life cycles, from origins to obsolescence
- Project delivery systems & commercial options
- Introduction to engineering economics
- Measurement of quantities (Australian Standard AS 1181)
- Work planning & the development of crews and production rates
- Work scheduling (bar charts / CPM / PERT)
- Cost estimation (order of magnitude / preliminary / definitive / detailed)
- Commercial aspects of Standard Conditions of Contract (AS 2124 and AS 4000 series)
- Preparation of bids / tendering / tender evaluation / contract award
- Time & cost control during project execution and ongoing activities
- Supporting cost engineering techniques

References
Aims & Objectives
This subject is designed to be presented in a distance education format. It aims to recognise and apply appropriately the principles of human factors to situations in which the relationship between the operator and the task are incompatible. The topics to be examined will include aircraft automation, systems theory, systems design and integration, attention and workload.

Content
The topics studied in detail in this subject will be drawn from the following:

- Introduction to human factors.
- Human factors in aircraft accident investigation.
- Systems analysis.
- Ergonomic principles in aviation.
- Aviation displays.
- Cockpit automation.
- Software interfaces.
- Cockpit crew-systems design integration.
- Cabin safety.
- Flight training and simulation.
- Pilot attention.
- Pilot workload.

References
To be advised.

HES6601 Human Factors in Air Traffic Management
12.5 Credit Points • 1 Semester • 4 Hours per Week • Distance Education/Learning

Aims & Objectives
The main aims of this unit are to:

- outline the changing nature of air traffic management operations in recent years;
- outline specific human factors areas relevant to air traffic management;
- define human factors issues in air traffic management and how they have changed with the introduction of FANS technology;
- investigate methodologies in the assessment of HF issues in air traffic management;
- investigate methods of monitoring and managing HF issues at both the operational level and organisational level; and
- investigate the role of training in HF to facilitate safe operation in air traffic management.

Content
The topics studied in detail in this subject will be drawn from the following:

- Technical Advances in ATM in the FANS era
- Human Factors in Air Traffic Management Environments: Past and Present
- Methods of Assessment of Human Factors issues in ATM Technologies
- Developing a Safety Culture in ATM Operations
- Training for Human Factors ‘Competence’ in ATM Organisations

Recommended reading
To be advised.

HES6602 Crew Resource Management/Leadership
12.5 Credit Points • 1 Semester • 4 Hours per Week • Distance Education/Learning

Aims & Objectives
This subject is designed to be presented in a distance education format.

- To provide students with a theoretical knowledge base to design and evaluate crew resource management programs.
- To provide students with an advanced understanding of leadership and teamwork by course work coupled with a program of practical team exercises.

Content
The topics studied in detail in this subject will be drawn from the following:

- Crew resource management: Managing risk; intervention strategies; the development of CRM programs; cross-cultural perspectives; CRM research and evaluation; CRM course design; LIDS and LOFT design principles.
- Leadership: How different personality types contribute to team formation; leadership and management comparisons; the qualities, situational, and functional approaches to leadership; motivation and the needs hierarchy; personal satisfaction; brainstorming; the role of the leader.

References
University of Surrey, Leadership Teamwork and Communication Course, 1994.

HES6603 Organisational Change in Aviation
12.5 Credit Points • 1 Semester • 4 Hours per Week • Distance Education/Learning

Aims & Objectives
Changes occurring within the aviation industry reflect transitions occurring throughout societies worldwide. Globalisation, technological change and organisational change impact on all forms of work, but particularly so in industries involving high technology. What goes on in either the flight deck, the cabin, the aircraft maintenance area or the tower is dependent on the wide organisational context.

This unit will examine:

- The changing aviation context.
- Impacts of technological change on the organisation of work.
- Computer-supported cooperative work.
- Developing organisational systems that support learning.
- Organisational culture and organisational change.

Content
The topics studied in detail in this subject will be drawn from the following:

- Summarise and review policy developments of national and international aviation authorities and the implications for human factors applications.
- Consider a range of frameworks for analysing activity in organisation (sociotechnical systems, chaos theory, ecological systems), particularly high reliability organisations and the implications for human factor issues.
- Demonstrate understanding of resistance to change in planning and implementing human factors change programs.
• Describe organisational cultures and their impact on facilitating or resisting change.
• Critique their own organisational cultures.
• Analyse the impact of technological change in aviation and in similar organisations with specific reference to the human factors impact of technological change on communication, collaboration and learning in work.

References
Billings, C.E, Toward Human-Centred Aircraft Automation Philosophy, Proceedings in the 5th International Symposium on Aviation Psychology, Columbus, Ohio, 1999.
ICAO, Human Factors in CNS/ATM Systems; Human Factors Digest, No. 11, International Civil Aviation Organization, Montreal.

HES6604 Advanced Human Factors
12.5 Credit Points • 1 Semester • 4 Hours per Week • Distance Education/Learning
• Prerequisite: Nil • Teaching methods: Distance Education, 2-Day In-House Seminar • Assessment: Assignments, Examinations
Graduate Certificate in Aviation Human Factors, Graduate Diploma in Aviation Human Factors, and Master of Technology in Aviation Human Factors

Aims & Objectives
The subject is designed to develop in participants an advanced understanding of the impact of human factors on pilot performance within the operational environment. In particular, participants will examine the political and organisational factors which influence pilot performance and develop the skills necessary to recognise these and respond appropriately.

Content
The topics studied in detail in this subject will be drawn from the following:
• Human factors course development.
• Organisational safety culture.
• Politics and air safety.
• Safety: maintenance.
• Safety: ground handling.
• Advanced accident investigation.
• Behaviour analysis in aviation.
• Cognitive task analysis.
• Aeronautical decisions: the future.
• Disaster management.

References
Recommended reading to be advised.

HES6606 Human Factors Instruction
12.5 Credit Points • 1 Semester • 4 Hours per Week • Distance Education/Learning
• Prerequisite: Nil • Teaching methods: Distance Education, 2-Day In-House Seminar • Assessment: Assignments, Examinations
Graduate Certificate in Aviation Human Factors, Graduate Diploma in Aviation Human Factors, and Master of Technology in Aviation Human Factors

Aims & Objectives
The aim of this subject is to provide students with a detailed understanding of the impact of human factors in specialist aviation-oriented operations. More specifically, students will be encouraged to develop the skills necessary to recognise and respond to the human factors requirements associated with specific aviation operations.

Content
The topics studied in detail in this subject will be drawn from the following:
• Single-pilot IFR operations.
• Military operations.
• Agricultural operations.
• Emergency medical operations.
• Flight instruction.
• Aviation human factors in different cultures.

Recommended reading
Recommended reading to be advised.

HES6611 Introduction to Air Transportation
12.5 Credit Points • 1 Semester • 4 Hours per Week • Distance Education/Learning
• Prerequisite: Nil • Teaching methods: Distance Education, 1-Day In-House Seminar • Assessment: Assignments
A core subject in the Graduate Certificate in Air Transportation Management, Graduate Diploma in Air Transportation Management, and Master of Technology Management (Air Transportation Management); Graduate Certificate in Aviation Human Factors, Graduate Diploma in Aviation Human Factors, and Master of Technology in Aviation Human Factors; Graduate Certificate in Airport Planning, Operation & Management, Graduate Diploma in Airport Planning, Operation & Management, and Master of Technology Management (Airport Planning, Operation & Management)

Aims & Objectives
This subject is designed to be presented in a distance education format. At the conclusion of this subject students should have a good understanding of the broader issues affecting air transportation at international and local level for both government and operators of services. Additionally, students should gain sufficient insights into wider business issues relating to this highly regulated and complex industry.

Content
The topics studied in detail in this subject will be drawn from the following:
• National Importance of Air Transportation.
• Trade.
• Investment and Employment.
• ICAO, IATA, Chicago Convention, Annexes to Chicago Convention.
• Freedoms of the Air.
• Transit and Air Service Agreements.
• National Regulation.
• Air Operators Certificates.
• Certification of Aircraft.
• OPS Manuals.
• Legal Documents.
• Noise Requirements.
• Basic Costing: Direct and Indirect.
• Facilitation and Airport Development.

Textbook

References to be advised.
HES6612  Airport Management and Planning
12.5 Credit Points  • 1 Semester  •  4 Hours per Week  • Distance Education/Learning
• Prerequisite: Nil  • Teaching methods: Distance Education, 1-Day of a 4-Day In-House Seminar  • Assessment: Assignments
An elective in the: Graduate Certificate in Air Transportation Management, Graduate Diploma in Air Transportation Management, and Master of Technology Management (Air Transportation Management)

Aims & Objectives
This subject is designed to be presented in a distance education format. The purpose of this subject is to introduce students to the airport industry, to explain how airports are planned and managed, trends that are occurring in the industry, how airports obtain revenue and where costs lie. Airport design is discussed in detail so that an appreciation can be reached on infrastructure required and standards applied.

Content
• Airport ownership.
• Planning procedures.
• Economic impact.
• Air transport forecasting.
• Airport navigational aids.
• Financial and commercial management.

Textbook

References

HES6613  Airlines Operations Management
12.5 Credit Points  • 1 Semester  •  4 Hours per Week  • Distance Education/Learning
• Prerequisite: Nil  • Teaching methods: Distance Education, 1-Day In-House Seminar  • Assessment: Assignments
An elective in the: Graduate Certificate in Air Transportation Management, Graduate Diploma in Air Transportation Management, and Master of Technology Management (Air Transportation Management)

Aims & Objectives
Designed to be presented is a distance education format, this subject is aimed at studying various technical, legal and operational issues relating to certification of aircraft and organisations, flight simulation, extended twin operations and studying various technical, legal and operational issues relating to certification of aircraft and organisations, flight simulation, extended twin operations and certification of multiple crew endorsements.

Content
• Certification of aircraft and organisations/Airworthiness.
• T.Q.M. in aviation.
• ETOPS.
• Flight simulation.
• Operational control.

Textbook
To be advised.

References
Applicable Certificate and Operational Codes.

HES6614  Aircraft Performance
12.5 Credit Points  • 1 Semester  •  4 Hours per Week  • Distance Education/Learning
• Prerequisite: Nil  • Teaching methods: Distance Education, 1-Day In-House Seminar  • Assessment: Assignments

Aims & Objectives
This subject is designed to be presented in a distance education format. It introduces a broad understanding of the performance and cost implications affecting modern aircraft operations, whether it be in a short-range or critical long-range operation. Particular emphasis is placed on important payload/range and fuel burn aspects of aircraft operations, together with the importance of retention of aircraft and engine-operating efficiencies. Computer-generated flight planning and required accuracies obtainable in today’s long-range operations are studied.

Content
• Long range ops: payload/range/fuel.
• Flight planning.
• Future developments.
• ACARS/FANS/Sat comms/Nav.
• Noise/pollution.

References
To be advised.

HES6615  Aircraft Selection, Acquisition and Contracts
12.5 Credit Points  • 1 Semester  •  4 Hours per Week  • Distance Education/Learning
• Prerequisite: Nil  • Teaching methods: Distance Education, 1-Day In-House Seminar  • Assessment: Assignments
An elective in the: Graduate Certificate in Air Transportation Management, Graduate Diploma in Air Transportation Management, and Master of Technology Management (Air Transportation Management)

Aims & Objectives
The subject examines the important issues and operations in this critical corporate task. The evaluation and selection task brings together every facet of the business from airframe/engine type matching, retention of performance, fuel burn, maintenance cost guarantees, crew training and endorsements, passenger marketing, through to banking and financing of the project.

Content
• Fuel burn/range payload.
• Eng/airframe combination.
• Route suitabilities.
• Commonality.
• Multiple crew endorsements.
• Fuel burn retention and guarantees.

References
To be advised.

HES6616  Stress and Fatigue Management in Aviation
12.5 Credit Points  • 1 Semester  •  4 Hours per Week  • Distance Education/Learning
• Prerequisite: Nil  • Teaching methods: Distance Education, 1-Day In-House Seminar  • Assessment: Assignments
An elective in the: Graduate Certificate in Air Transportation Management, Graduate Diploma in Air Transportation Management, and Master of Technology Management (Air Transportation Management, Graduate Certificate in Aviation Human Factors, Graduate Diploma in Aviation Human Factors, and Master of Technology in Aviation Human Factors

Aims & Objectives
This subject is designed to be presented in a distance education format. The subject examines significant crewing issues that have to be considered in modern operations at domestic operational level or ultra long range operational level or a combination of both. The skills of management have to address the safety issues, crew lifestyle and productivity with an overlay of all the legal issues and industrial agreements.

Content
• Medical/fatigue issues.
• Flight time limitations.
• Reports and other studies.
• ETOPS.
• Crew patterns.
• Crew management.
• Crew rest facilities.

Textbook
To be advised.

Reference

HES6617 Emergency Planning and Management Part I
12.5 Credit Points • 1 Semester • 4 Hours per Week • Distance Education/Learning
• Prerequisite: Nil • Teaching methods: Distance Education, 1-Day In-House Seminar • Assessment: Assignments
An elective in the: Graduate Certificate in Air Transportation Management, Graduate Diploma in Air Transportation Management, and Master of Technology Management (Air Transportation Management), and the Graduate Certificate, Graduate Diploma and the Master of Technology, Management in Airport Planning, Operation and Management

Aims & Objectives
This subject is designed to be presented in a distance education format. Emergency planning and management procedures and practices are examined. This particularly relates to search and rescue and fire services and how they relate to national and international requirements particularly those of C.A.S.A. and I.C.A.O. It covers many different organisations and areas of expertise.

Content
Emergency, incident, accident planning and management on and off airport. Search and rescue, rescue and fire services, A/P categorisation. International rules and obligations.

References
To be advised.

HES6618 Emergency Planning and Management Part 2
12.5 Credit Points • 1 Semester • 4 Hours per Week • Distance Education/Learning
• Prerequisite: Nil • Teaching methods: Distance Education, 1-Day In-House Seminar • Assessment: Assignments
An elective in the: Graduate Certificate in Air Transportation Management, Graduate Diploma in Air Transportation Management, and Master of Technology Management (Air Transportation Management), and the Graduate Certificate, Graduate Diploma and Master of Technology Management in Airport Planning, Operation and Management

Aims & Objectives
This subject is designed to be presented in a distance education format. This subject is an extension of MF617 Emergency Planning and Management Part 1.

Content
• Accident investigation, accident prevention.
• Coronial inquiry.
• Operator obligations, planning, management.
• Contingency, crisis management.

References
To be advised.

HES6619 Aviation Risk Management, and Insurance
12.5 Credit Points • 1 Semester • 4 Hours per Week • Distance Education/Learning
• Prerequisite: Nil • Teaching methods: Distance Education, 1-Day In-House Seminar • Assessment: Assignments
An elective in the: Graduate Certificate in Air Transportation Management, Graduate Diploma in Air Transportation Management, and Master of Technology Management (Air Transportation Management)

Aims & Objectives
This subject is designed to be presented in a distance education format. Aviation security has become an integral part of air transportation management worldwide. It examines ‘threats’ and systems in place to counter these threats. This will also be related to Australian Aviation Crimes Act 1991 as well as the international position. Risk management will be covered in the broadest possible way. This involves safety, legislation and cost to minimise risk of full loss or damage. Liability risks will be examined in a wide range of situations, particularly as it may relate to consequential loss of business.

Content

References
To be advised.

HES6620 Air Transport Financial Management
12.5 Credit Points • 1 Semester • 4 Hours per Week • Distance Education/Learning
• Prerequisite: Nil • Teaching methods: Distance Learning • Assessment: Assignments
An elective in the: Graduate Certificate in Air Transportation Management, Graduate Diploma in Air Transportation Management, and Master of Technology Management (Air Transportation Management)

Aims & Objectives
This subject is designed to be presented in a distance education format. An examination of the importance and complexities of financial management systems in an airline is made, particularly where earnings, contracts and debts are involved. Further, the importance of currencies used in financial transactions, particularly those used other than home country currency, are studied. Coupled with this are appreciating and depreciating trade currencies and changing exchange rates.

Content
• IATA guidelines and international accounting practices/standards.
• Revenue and frequent flyer programming.
• Aircraft asset valuation and depreciation policies/asset and expense disclosure.
• Finance and operating lease information.
• Foreign exchange/contracts earnings and variations.

References
To be advised.

HES6621 Airline Alliances and Contemporary Issues
12.5 Credit Points • 1 Semester • 4 Hours per Week • Distance Education/Learning
• Prerequisite: Nil • Teaching methods: Distance Education, 1-Day In-House Seminar • Assessment: Assignments
An elective in the: Graduate Certificate in Air Transportation Management, Graduate Diploma in Air Transportation Management, and Master of Technology Management (Air Transportation Management)
Aims & Objectives
This subject is designed to be presented in a distance education format. This subject includes the bilateral system and Air Service Agreements and how cross-ownership of airlines has altered this forever with a large number of potential changes possible. Air Service Agreements have been in place since the formation of I.C.A.O. in 1947. These Air Service Agreements were prominently designed around securing the trade balance in air traffic between national operators on behalf of a particular nation and in the national interest, hence its importance must be examined. Airline deregulation, alliances, code sharing and computer reservation systems are also important developments within the international business environment.

Content
- Alliances: partnerships/commercial agreements.
- National ownership, bilateral and Air Service Agreements.
- Code sharing.
- Computer Reservation Systems (C.R.S.).

References
To be advised.

HES6622 Aviation Law and Air Transport Issues
12.5 Credit Points • 1 Semester • 4 Hours per Week • Distance Education/Learning
- Prerequisite: Nil • Teaching methods: Distance Education, 1-Day In-House Seminar • Assessment: Assignments
An elective in the: Graduate Certificate in Air Transportation Management, Graduate Diploma in Air Transportation Management, and Master of Technology Management (Air Transportation Management)

Aims & Objectives
This subject is designed to be presented in a distance education format. The International Civil Aviation Organisation (I.C.A.O.) and its history are examined together with Australian and international involvement in the organisation. The Chicago Convention (1944) and the concept of sovereignty in airspace, as well as the Warsaw Convention (1929) and related Acts governing the liability of international carriers and cargo, are very important elements to be considered. The Australian airlines system, the approval of airfares, both nationally and internationally, as well as national competition laws, are also elements studied. The Australian Aviation Regulations and legal system together with pilot/crew responsibilities and liabilities are also included.

Content
- International air law and its origins.
- Current issues in air transport law.
- Australian Civil Aviation Act/government policies.

References
To be advised.

HES6623 Regulatory Environment and Business Practice in Air Transport
12.5 Credit Points • 1 Semester • 4 Hours per Week • Prerequisite: Nil • Teaching methods: Distance Education, 1 Day of 4-Day In-House Seminar • Assessment: Assignments
An elective in: the Graduate Certificate in Air Transportation Management, Graduate Diploma in Air Transportation Management, and Master of Technology Management (Air Transportation Management)

Aims & Objectives
On completion of this subject students should have a good knowledge of:
- The International Civil Aviation Organization (ICAO) and the history behind the development of civil aviation regulatory structures both in Australia and internationally.
- The Chicago Convention (1944), the concept of sovereignty in air space, the nature of air service agreements, the Warsaw Convention (1929) and related acts governing the liability of carriers engaged in international carriage of passengers and cargo.
- The Australian airline system, determination and approval of international airfares, extraterritorial application of national competition laws, offences against civil aviation, enforcement and extradition.
- The Australian aviation regulations and legal system together with pilot/crew responsibility and liability

Content
- International air law and its origins.
- Current issues in air transport law.
- Australian Civil Aviation Act/government policies.

References
To be advised on enrolment.

HES6630 Airport Planning and Design Part 1
12.5 Credit Points • 1 Semester • 4 Hours per Week • Distance Education/Learning
- Prerequisite: Nil • Teaching methods: Distance Education, 4-Day In-House Seminar • Assessment: Assignments
A subject in the Graduate Certificate in Airport Planning, Operation & Management, Graduate Diploma in Airport Planning, Operation & Management, and Master of Technology Management (Airport Planning, Operation and Management)

Aims & Objectives
The purpose of this subject is to introduce students to the airport industry, to explain how airports are planned and developed and to the trends that are occurring in the industry and the applicable regulatory and planning requirements. Airport design is discussed in detail so that an appreciation can be reached on infrastructure required and standards applied.

Content
- Factors affecting air transportation
- The evolving role of airports
- Regulatory bodies and industry associations
- Standards and recommended practices for airports
- Strategic planning
- Airport master planning
- Traffic growth and demand forecasting
- Passenger terminal design.

Textbook
Horonjeff, R., Planning and Design of Airports, 4th edn.

References
Ashford, N., Airport Operations.
Wright, P., & Ashford, N., Airport Engineering.

HES6631 Airport Planning and Design Part 2
12.5 Credit Points • 1 Semester • 4 Hours per Week • Distance Education/Learning
- Prerequisite: Nil • Teaching methods: Distance Education, 1 Day of 4-Day In-House Seminar/Workshop • Assessment: Assignments
A subject in the Graduate Certificate, Graduate Diploma and Master of Technology Management in Airport Planning, Operation and Management

Aims & Objectives
The purpose of this subject is to introduce students to the airport industry, to explain how airports are planned and developed, with particular reference to airside design and facilities and support services. Airport design is discussed in detail so that an appreciation can be reached on infrastructure required and standards applied.

Content
- Airside facilities, including maintenance facilities and cargo terminals
- Airport support services and facilities
- Landside facilities, including access roads, transport services and commercial developments
- Airside design parameters, including runways, taxiways and aprons
- Obstacle limitations in airspace
- Procedures for Air Navigation Services - Operations (PANS-OPS)
- Environmental factors

**Textbook**
Horenejf, R., Planning and Design of Airports, 4th edn.

**References**
Ashford, N., Airport Operations.
Wright, P., & Ashford, N., Airport Engineering.

**HES6632 Airport Operational Management**
12.5 Credit Points  •  1 Semester  •  4 Hours per Week  •  Distance Education/Learning
- Prerequisite: Nil  •  Teaching methods: Distance Education, 4-Day In-House Seminar/Workshop  •  Assessment: Assignments

A subject in the Graduate Certificate, Graduate Diploma and Master of Technology Management in Airport Planning, Operation and Management

**Aims & Objectives**
The purpose of this subject is to introduce students to the airport industry, and to give an understanding of the duties, responsibilities, technical factors and issues involved in the operational management of an airport.

**Content**
- Management of airport operations
- Airport safety and security management
- Air traffic management
- Airside design
- Airport environment management
- Business continuity and emergency planning

**Textbook**
Horenejf, R., Planning and Design of Airports, 4th edn.

**References**
Ashford, N., Airport Operations.
Wright, P., & Ashford, N., Airport Engineering.

**HES6633 Airport Commercial Management**
12.5 Credit Points  •  1 Semester  •  4 Hours per Week  •  Distance Education/Learning
- Prerequisite: Nil  •  Teaching methods: Distance Education, 4-Day In-House Seminar/Workshop  •  Assessment: Assignments

A subject in the Graduate Certificate, Graduate Diploma and Master of Technology Management in Airport Planning, Operation and Management

**Aims & Objectives**
The purpose of this subject is to introduce students to the airport industry, and to give an understanding of the duties, responsibilities, technical factors and issues involved in the operational management of an airport.

**Content**
- Management of airport operations
- Airport safety and security management
- Air traffic management
- Airside design
- Airport environment management
- Business continuity and emergency planning

**Textbook**
Horenejf, R., Planning and Design of Airports, 4th edn.

**References**
Ashford, N., Airport Operations.
Wright, P., & Ashford, N., Airport Engineering.

**HES6690 Civil Engineering Project Control**
12.5 Credit Points  •  1 Semester  •  Hawthorn  •  Prerequisite: Nil  •  Teaching methods: Distance Education & Tutorials  •  Assessment: Assignments (100%)

A subject in the: Graduate Certificate in Construction Management, Graduate Diploma in Construction Management, and Master of Technology Management (Construction Management)

**Aims & Objectives**
To introduce the techniques for establishing and maintaining control of a project.

**Content**
- General conditions of contract
  - Forms of contract.
  - Drawings, specifications and quantities.
  - Estimating.
  - Scheduling and programming.
  - Quality control.
  - Risk analysis documentation of work progress and costs.
  - Progress payment procedures.
  - Industrial safety.

Project control processes
- Project outcomes & deliverables.
- Resource allocation.
- Critical path.
- Project networks.
- P.E.R.T.

**References**
Muscateeli, R., Building a Project Driven Enterprise, Technology Perspectives, Northridge, CA, USA, 2002.

**HES6691 Communications**
12.5 Credit Points  •  1 Semester  •  Hawthorn  •  Prerequisite: Nil  •  Teaching methods: Distance Education & Tutorials  •  Assessment: Assignments (100%)

A core subject in Graduate Diploma in Construction Management, and Master of Technology Management (Construction Management)

**Aims & Objectives**
To develop the students understanding and practice of communication, both written and verbal.

**Content**
The theory and practice of communications. Students take part in a program designed to increase their personal capacities to understand and communicate well at different levels of oral and written communication, particularly as project managers in the construction industry. To this end, various techniques are used and evaluated by the group. The course also includes a brief study of the historical role of the engineer in the development of human communications, placing the profession in its social context. The purpose of the course is to enable the engineer to evaluate professional problems more competently and to communicate ideas more effectively.

**Recommended Reading**

**HES6720 Risk Perception and Analysis**
12.5 Credit Points  •  1 Semester  •  Hawthorn  •  Prerequisite: Nil  •  Teaching methods: Distance Education & Tutorials  •  Assessment: Assignments (70%), Examination (30%)

A core subject in: Graduate Certificate in Risk Management, Graduate Diploma in Risk Management, and Master of Technology Management (Risk Management).
Aims & Objectives
- To provide an understanding of the philosophy and terminology concerning the idea of risk.
- To provide an understanding of the nature of human perception and experience of risk.
- To recognise situations where potential loss occurs and how humans respond to these situations.
- To understand the general principles and practical techniques of risk identification, assessment, analysis and control.

Content
Risk terminology and system modelling:
- Nature and origin of uncertainty.
- Historical overview of risk, phenomenology of risk and application of the scientific method.
- Risk measurement, risk diagrams and analysis of risk related data; recording of data.
- Concepts of causation; objectivity and subjectivity related to risk occurrence.
- Types of risk: voluntary and involuntary.

Human perception of risk:
- Human response to uncertainty and risk, terminology and concepts.
- Social cognition, perception; personal and social attribution with regard to risk, attitudes and attitude change; motivation; theory of cognitive dissonance.

Risk analysis and use of modelling:
- Application of risk estimation, psychological, energy damage and generalised time sequence models to occurrence investigation.
- Risk estimation and loss rate concept:
  - Sources of risk data: probability, failure and reliability.
- Fault tree and event trees analysis:
  - Techniques and applications.
- Failure modes and effects analysis and HAZOPS (Hazard and Operability Studies).

References
Selected papers and course notes.

HES6721 Risk Management Principles
12.5 Credit Points • 1 Semester • Hawthorn • Prerequisite: Nil • Teaching methods: Distance Education & Tutorials • Assessment: Assignments (100%)
A core subject in the: Graduate Diploma in Risk Management, and Master of Technology Management (Risk Management), Bachelor of Technology (Air Transportation Management), and Bachelor of Technology (Air Transportation Management)/Bachelor of Business.

Aims & Objectives
Students who pass this subject will possess:
- An awareness of fundamental principles related to loss prevention and a fundamental understanding of functional management concepts and processes.
- Practical applications concerning the effectively management of risk.
- An awareness of the legal structures and processes within Australia.
- An introductory understanding of health and safety law and related legal obligations.

Content
Risk management systems:
- Organisational and national structures, crisis management systems, and assessment of organisation effectiveness, functional management.
- Concepts and definitions of risk control, organisational and risk management objectives, risk evaluation and decision analysis techniques, the balance between risk, benefits and costs.

HES6722 Quantitative Risk and Modelling
12.5 Credit Points • 1 Semester • Hawthorn • Prerequisite: Nil • Teaching methods: Distance Education & Tutorials • Assessment: Assignments (70%), Examination (30%)
A core subject in: Graduate Certificate in Risk Management, Graduate Diploma in Risk Management, and Master of Technology Management (Risk Management)

Aims & Objectives
Students who have passed this subject will possess:
- An understanding of the nature of statistical methods and skill in application of the various methods to data generated within risk situations.
- An ability to represent risk, using standard measurement techniques.
- Competence in use of electronic spreadsheets to analyse risk.

Content
Descriptive statistics [and application to risk management]:
- Nature of variables, frequency, distribution, mean, median, mode, normal curve, variance, standard deviation.
- Exploratory data analysis, data distribution and specification, ranges and interpretation.
- Distributed data representation; data plots as histograms, polygons and relative frequency histograms.

Inferential statistics [and application to risk management]:
- Significance testing, null hypothesis, comparison of data sets.
- Interpretation of distributed data, samples and populations, confidence levels, variance analysis, chi-square testing.

Probability [and application to risk management]:
- Basic theory; probability of success & failure, addition & multiplication theorems, permutations & combinations.
- Exponential distributions; reliability, reliability function, MTBF, failure rate, failure analysis, characteristics of exponential distributions.
- Systems reliability; series and parallel reliability, mission profile, failure patterns, complete system reliability function.
- Weibull distribution; analysis of uncensored and censored reliability data, use of Weibull graph, interpretation of results.
- Binomial distribution; characteristics of binominal random variable, binomial distribution, general case.
- Poisson distribution; Characteristics of Poisson random variable, Poisson distribution, general case, relationships to the binomial distribution.
**References**

Current edition of Course Notes with selected bibliography.

**HES6723 Financial Risk Management**

12.5 Credit Points • 1 Semester • Hawthorn • Prerequisite: Nil • Teaching methods: Distance Education & Tutorials • Assessment: Assignments (70%), Examination (30%)

A core subject in the: Graduate Certificate in Construction Management; Graduate Diploma in Construction Management; and Master of Technology Management (Construction Management); Graduate Certificate in Logistics; Graduate Diploma in Logistics; and Master of Technology Management (Logistics); Graduate Certificate in Risk Management; Graduate Diploma in Risk Management; and Master of Technology Management (Risk Management)

**Aims & Objectives**

Students who have passed this subject will possess:

- An understanding of basic financial terms and money-time relationships and their application to financial risk decision-making processes.
- An understanding of basic tools available to the manager through financial risk management processes and skill in application of such tools.
- An understanding of probabilistic financial risk and its application to risk decision-making processes.
- An understanding of risk engineering and its application in the area of corporate financial risk management.

**Content**

- Basic financial terms and relationships.
- Comparing alternatives and associated risks.
- Financial risk management tools and risk decision-making.
- Probabilistic financial risk and its application to risk decision-making processes.
- Risk engineering and its application to corporate financial risk management.

**References**

Current edition of Course Notes with selected bibliography.

**HES6724 Risk Management Systems**

12.5 Credit Points • 1 Semester • Hawthorn • Prerequisite: Nil • Teaching methods: Distance Education & Tutorials • Assessment: Assignments (100%)

A core subject in the: Graduate Diploma in Risk Management, and Master of Technology Management in Risk Management.

**Aims & Objectives**

Students who have passed this subject will possess:

- An understanding of the terminology and principles influencing the practice of risk management in practical areas of risk management.
- Skills in the practical applications of management functions arising from and the prevention of loss to organisations.

**Content**

Loss forecasting & estimation:

- The structure of loss data management systems.
- Data interpretation and reporting.
- Review of risk identification principles: data surveys, computerised data bases.
- Management program audit and assessment processes.
- Information systems.
- Design of management systems: control strategies, financing and reporting.

Management practice applied to health and safety:

- Historical precepts of injury control.
- Application of Victorian legislation: acts, regulations and codes.
- Health and safety program principles, design of programs evaluation techniques.
- Rehabilitation and claims management.
- Organisational design for effective implementation and continuation of H&S programs: roles, responsibilities, communication processes, program audits.
- Public health and safety program design and implementation.

Management practices applied to plant and property:

- Sources of information: risk and control information.
- Implementation and evaluation of control measures and strategies for buildings, machinery and equipment.
- Risk assessment for public and product risk: methods, criteria, and program elements, incident reporting systems, design and disposal screening.
- Contingency and emergency planning; damage control strategies.
- Highly protected risks and their management.
- Management of emergency conditions and recovery processes.

Resource management:

- Environmental requirements.
- Emergency and evacuation procedures.
- Security concerning physical facilities.
- Document and other security requirements.

**References**


**HES6725 Risk Technology Strategies**

12.5 Credit Points • 1 Semester • Hawthorn • Prerequisite: Nil • Teaching methods: Distance Education & Tutorials • Assessment: Assignments (100%)

An elective subject in the: Graduate Certificate in Risk Management, Graduate Diploma in Risk Management, and Master of Technology Management (Risk Management)

**Aims & Objectives**

Students who have passed this subject will possess:

- Understanding of the use of standards and codes concerning natural and industrial hazards.
- Knowledge of practical control strategies applied to loss prevention in physical environments.

**Content**

Historical development of standards and codes of practice and their applications.

- Use of design principles to prevent loss.
- Risk management simulations and applications.

Application of standards and codes, development of skills and techniques to identify and control particular hazards endemic to human and property loss. This will cover:

- Fire: Flame, heat and smoke detection, risk control strategies, including hot work permits.
- Extinguishing and suppression systems; water, CO2, dry chemical, Halon and foam.
- Explosion: detection and suppression, ducts, boilers and pressure vessels, gas trains.
- Flammable substances; handling and storage, protection against explosive atmospheres.
- Machinery and tools (eg, power presses, woodworking, metalworking, construction equipment), including guarding requirements. Compressed fluids storage and transport, piping and tankage requirements, vehicles (fork lift trucks, mobile equipment, heavy transport), lifting equipment (cranes, slings, hoists), stairs, ladders, walkways, platforms).
HES6726 Industrial Environment and Human Factors in Risk

Aims & Objectives
Students who have passed this subject will possess:

- An understanding of scientific principles concerning the field of ergonomics.
- Be able to apply these principles in the analysis of a typical workplace environment.
- An understanding of the risks associated with occupational hygiene factors.
- Awareness of the control methods, including use of material safety data sheets.

Content
Ergonomic principles applied to:

- Physical environment influences on human performance due to noise, lighting and vibration.
- Cognitive psychology: concepts, displays & controls, error and reliability.
- Anthropometry, human anatomy & physiology, workplace design requirements.
- Injury causation due to material handling, slips, trips and falls.
- Thermal stress and comfort.
- Physical, psychological and social stressors.
- Human element factors in risk management programs; assessment and audit processes.

Investigation of occupational hygiene factors, invasive mechanisms and methods of control, measure and reduce the risk of damage to recipients. This will include:

- Toxicology; dose–response, TLV's applied to chemicals, noise, vibration, radiation risks.
- Chemical hazards and their effects, medical monitoring programs.
- Respiratory protection, equipment types, ventilation requirements for extraction and dilution.
- Biological hazards, legionnaire's disease, zoonoses, AIDS, Hepatitis C, bacterial infections.
- Technology and practices in the safe operation and use of hazardous chemicals, including storage, handling and transport.

References
- Australian Standards and WorkCover/Worksafe Codes of Practice that facilitate legal compliance.

HES6730 Maintenance Management Systems

Aims & Objectives
To make the student aware of the terminology and principles influencing the practice of maintenance and to develop skills in the application of maintenance practice to organisation asset dependencies.

Content
- Maintenance planning
- Effect of environment on construction
- Causes of corrosion.

References
HES6792 Health and Safety in Construction

12.5 Credit Points • 1 Semester • Hawthorn • Prerequisite: Nil • Teaching methods: Distance Education & Tutorials • Assessment: Assignments (100%)

A subject in: Graduate Certificate in Construction Management, Graduate Diploma in Construction Management, and Master of Technology Management (Construction Management).

Aims & Objectives
To give the student an appreciation of the legal and contractual responsibilities within construction operations.

Content
- Control of pollution.
- Effect of construction work on the environment.
- Noise control.
- Methods of dealing with objections from the public to proposed works.
- Statutory regulations regarding safety and protection of the public.
- Demolition requirements.
- Hazardous aspects of construction.
- Occupational health and safety, workcare.
- Practical work.
- Assignment work and seminar papers.
- Inspection of site work.

References
Recommended reading as indicated in the Subject Notes.

HES6793 Construction Law

12.5 Credit Points • 1 Semester • Hawthorn • Prerequisite: Nil • Teaching methods: Distance Education & Tutorials • Assessment: Assignments (100%)

A subject in the: Graduate Certificate in Construction Management, Graduate Diploma in Construction Management, and Master of Technology Management (Construction Management).

Aims & Objectives
To make the student aware of the effect of construction work on society and the environment.

Content
- Control of pollution.
- Effect of construction work on the environment.
- Noise control.
- Methods of dealing with objections from the public to proposed works.
- Statutory regulations regarding safety and protection of the public.
- Demolition requirements.
- Hazardous aspects of construction.
- Occupational health and safety, workcare.
- Practical work.
- Assignment work and seminar papers.
- Inspection of site work.

References

HES7605 Research Design and Methodology

12.5 Credit Points • 1 Semester • Hawthorn • Prerequisite: Nil • Teaching methods: Distance Education & Tutorials • Assessment: Assignments (30%) & Research Paper (70%)

A core subject in: Master of Technology Management (Construction Management), Master of Technology Management (Logistics), Master of Technology Management (Risk Management), Master of Technology In Air Transportation Management, Master of Technology Management (Aviation Human Factors)

Aims & Objectives
At the end of this subject, students should be able to:
- Plan a research project.
- Undertake a literature review.
- Apply relevant research methodologies.
- Carry out a statistical analysis of results.
- Build a scientific model.
- Write a research report.
- Write a journal article.
- Use computer software to assist these tasks.

Content
The topics studied in detail in this subject will be drawn from the following:
Introduction to research: What is research? Scheduling the research project.
Research methodologies: Observational methods. Experimental methods.
Experimental design. Computer-aided design and analysis of experiments.


References

HES6792 Health and Safety in Construction

To be supplied with study materials.
HET602 Exploring the Solar System

12.5 Credit Points • 1 Semester • Equivalent to 5 Hours per Week • Online • Prerequisite: Nil • Teaching methods: Online, CD-ROM & Internet Links, Newsgroup & Email • Assessment: Assessable Newsgroup Contributions, Assignments and Projects

A subject in the Graduate Certificate of Science (Astronomy), Graduate Diploma of Science (Astronomy) and Master of Science (Astronomy).

Aims & Objectives
To provide an introduction to our solar neighbourhood and the challenges of extraterrestrial exploration. The emphasis will be on conceptual astronomy, not mathematical techniques.

Content
- Star gazing, star trails, the planets as wanderers.
- Modelling the formation of the Solar System.
- Lunar orbit, phases, synchronous rotation, the tides.
- The Earth, modelling its evolution, observing the Earth.
- Space missions to the Moon, lunar surface characteristics and interior.
- Mercury, Venus and Mars.
- Planets as habitats.
- Space missions to the Gas Giants, exploring the Asteroid Belt.
- Jupiter and the other Jovian planets: Saturn, Uranus and Neptune.
- Major satellites, minor satellites and rings of the Jovian planets.
- Pluto, Charon and the Plutons, the Kuiper Belt.
- Comets and the Dirty Snowball Model, Solar System debris and its effects on Earth.
- The Sun, its structure, the Sun as nuclear powerhouse and solar dynamo.
- Solar activity and its effects on Earth.

References

HET603 Exploring Stars and the Milky Way

12.5 Credit Points • 1 Semester • Equivalent to 5 Hours per Week • Online • Prerequisite: Nil • Teaching methods: Online, CD-ROM & Internet Links, Newsgroup & Email • Assessment: Assessable Newsgroup Contributions, Assignments and Project

A subject in the Graduate Certificate of Science (Astronomy), Graduate Diploma of Science (Astronomy), Master of Science (Astronomy) and Bachelor of Science (Research and Development)/Bachelor of Engineering (Electronics & Computer Systems).

Aims & Objectives
To provide an introduction to the birth, life and death of stars and the structure of our galaxy. The emphasis will be on conceptual astronomy, not mathematical techniques.

Content
- The bulk properties & structure of the Sun.
- Distance, magnitudes, colours and spectral types of the stars.
- Binary star systems and masses of the stars.
- Gas, dust and nebulae and the birth of stars.
- Evolving on the main sequence.
- Life on the main sequence, lifetime and mass-luminosity relations.
- How a 1 solar mass star evolves off the main sequence.
- Red giants and variables, planetary systems and white dwarfs.
- Supernovae, supernova remnants and creation of the elements.
- Neutron stars and pulsars, millisecond pulsars.
- Novae, CVs and supernova type 1s; X-ray astronomy, black holes.
- Globular clusters, the structure of the Milky Way, the galactic centre.
- Missing matter and brown dwarfs.
- The search for extra-solar planets.
- The search for extraterrestrial intelligence.

Reference

HET604 Exploring Galaxies and the Cosmos

12.5 Credit Points • 1 Semester • Equivalent to 5 Hours per Week • Online • Prerequisite: HET603 or equivalent • Teaching methods: Online, CD-ROM & Internet Links, Newsgroup & Email • Assessment: Assessable Newsgroup Contributions, Assignments and Projects

A subject in the Graduate Certificate of Science (Astronomy), Graduate Diploma of Science (Astronomy), Master of Science (Astronomy) and Bachelor of Science (Research and Development)/Bachelor of Engineering (Electronics & Computer Systems).

Aims & Objectives
This unit is designed to provide an introduction to galaxies and galaxy clustering, theories of dark matter, galactic evolution and introductory cosmology.

Content
- The Milky Way: structure, rotation curve & dark matter, MACHOs and WIMPs, spiral arms and density wave theory, galactic centre, modelling the origin of the Milky Way.
- The structure and classification of normal galaxies: spiral, elliptical and irregular galaxies, Hubble’s classification.
- Estimating galactic distances, sizes and masses, redshifts and Hubble’s Law.
- Galactic clusters: the Local Group, rich and poor clusters, dark matter in clusters, superclusters and voids.
- Active galaxies and AGN: host galaxies, radio galaxies, Seyfert galaxies, unified AGN model.
- Quasars, host galaxies, unified model, gravitational lensing.
- Interacting galaxies, galactic cannibalism and mergers, starburst galaxies, modelling galactic evolution.
- Basic postulates of cosmology, Olber’s Paradox, Hubble expansion and cosmological red shift.
- Curvature of space, critical density, dark matter, open and closed universe models.
- Cosmic microwave background, introduction to the Big Bang theory, modelling galactic formation.

Reference

HET605 Theories of Space andTime

12.5 Credit Points • 1 Semester • Equivalent to 5 Hours per Week • Online • Prerequisite: HET604 or equivalent • Teaching methods: Online, CD-ROM and Internet Links, Newsgroup and Email • Assessment: Assessable Newsgroup Contributions, Assignments and Project

A subject in the Graduate Certificate of Science (Astronomy), Graduate Diploma of Science (Astronomy) and Master of Science (Astronomy).

Aims & Objectives
This unit provides a general introduction to the theories of special and general relativity and to cosmology.

Content
- Galilean relativity.
- The Michelson-Morley experiment.
- Einstein’s relativity postulates.
- Lorentz transformations.
- Length contraction and time dilation.
- The space-time 4 vector.
- Minkowski diagrams.
- Simultaneity and causality.
The relativistic Doppler effect.
Redshifts relativistic momentum and energy.
Rest mass, mass-energy equivalence.
The energy-momentum invariant.
General energy-momentum conservation law.
Relativistic collisions Gravitation and curvature of space.
Covariance and equivalence.
Physics in curved spacetimes.
The cosmological principle.
Metrics.
Coordinates.
Einstein's field equations.
Gravitational radiation.
Schwarzschild geometry and black holes.
Pre-relativistic cosmology.
Cosmological principles.
Olber's paradox.
The cosmic microwave background.
The Big Bang theory.
Friedmann and de Sitter cosmologies.
Nucleosynthesis.
Cosmology and particle physics.
Dark matter.
Cosmic inflation.
Galaxy formation.

References

HET606 Tools of Modern Astronomy
12.5 Credit Points • 1 Semester • Equivalent to 5 Hours per Week • Online •
Prerequisite: HET603 or equivalent • Teaching methods: Online Delivery Mode, with Course Material Available via CD-ROM and Internet Links, and Contact via Newsgroup and Email • Assessment: Assessable Newsgroup Contributions, Assignments and Project
A subject in the Graduate Certificate of Science (Astronomy), Graduate Diploma of Science (Astronomy) and Master of Science (Astronomy).

Aims & Objectives
This unit aims to provide a familiarity with and understanding of the basics plus the latest developments in the design and use of telescopes and detectors, for amateur optical astronomy and professional astronomy at all wavelengths. Basic principles in design and deployment of space probes and their associated instrumentation are also investigated.

Content
• The electromagnetic spectrum and the sky at different wavelengths, atmospheric windows, processes dominant at different wavelengths.
• The eye as an optical instrument, lens systems, refracting and reflecting telescopes.
• Magnification, light-gathering power, angular resolution, diffraction limit, aberrations coordinate and time systems.
• Principles of telescope mount and housing design, control systems.
• Optical seeing, active and adaptive optics, laser guide stars, modern optical research telescope design, astronomical site selection and light pollution issues.
• Astrophotography, photometry, filters, colour magnitudes and colour indices.
• Photomultipliers, CCD imaging in amateur and professional astronomy.
• Optical spectroscopy, prism and grating spectroscopy, spectrophotometry, the 2dF.
• Infrared astronomy: detectors, South Pole Infrared astronomy and space missions.
• High-energy astronomy: design of UV, X-ray and gamma-ray telescopes and detectors.
• Neutrino astronomy, gravity wave detectors.
• Construction and resolving power of single-dish radio telescopes, principles of radio and microwave receivers, correlators, and precision timing techniques in pulsar astronomy.
• Radio interferometry, interferometer arrays and aperture synthesis, VLBI, data analysis.
• Radar astronomy, space exploration, probes to the inner and outer solar system.
• Strategies used to search for signs of extraterrestrial life in the solar system, detecting extra-solar planets, detection strategies in SETI, Project Phoenix.
• Designing for the 21st century: likely advances, technical difficulties, planned projects.

Reference

HET607 History of Astronomy
12.5 Credit Points • 1 Semester • Equivalent to 5 Hours per Week • Online •
Prerequisite: Nil • Teaching methods: Online Delivery Mode, Course Material Available via CD-ROM and Internet Links, Contact via Newsgroup and Email • Assessment: Assessable Newsgroup Contributions, Assignments and Project
A subject in the Graduate Certificate of Science (Astronomy), Graduate Diploma of Science (Astronomy) and Master of Science (Astronomy).

Aims & Objectives
This unit will investigate the development and impact of astronomy from ancient times to the present day, from the viewpoint of practicing astronomers. No background knowledge of astronomy or physics is assumed.

Content
• Naked eye astronomy; archaeo astronomy; the influence of mythology, aboriginal Australia.
• The development of astronomy in Mesopotamia and Egypt; constellations, zodiac, eclipses, astrology, concepts of time.
• Natural philosophy and science in ancient Greece, Greek and Roman astronomy.
• Islamic astronomy; astronomy in Asia: Chinese and Indian astronomy.
• Medieval astronomy: the influence of Islamic science, pre-Copernicans, practical uses of medieval astronomy, the Copernican revolution: Tycho Brahe, Copernicas, Kepler, Galileo, Giodano Bruno.
• The Newtonian revolution: Descartes, Newtonian cosmology, Halley; Kant and galaxies, Herschel and Uranus, physics and astronomy after Newton.
• 19th century: Neptune, rise of large telescopes and observatories, nebulae to galaxies, spectroscopy and astrophysics, astrophotography and photometry.
• New wavelengths: the advent of radio, infrared, millimetre, UV, X-ray and gamma-ray astronomy; the quantum revolution; modelling stellar structure.
• The space age: relativity, cosmology and the Big Bang, the shift from imaging to imagination – modelling stellar evolution and dark matter, modern cosmology.
• Astronomy as international science, specialisation, the modern professional astronomer, the future of astronomy.

Reference

HET608 Introductory Radio Astronomy and SETI
12.5 Credit Points • 1 Semester • Equivalent to 5 Hours per Week • Online •
Prerequisite: Nil • Teaching methods: Online Delivery Mode, Course Material
Aims & Objectives
This unit will provide an overview of both single- and multiple-dish radio astronomy and their applications, plus a study of the history, principles, techniques and societal issues of an area where which radio astronomy plays a key part of the Search for Extra-Terrestrial Intelligence (SETI).

Content
- The sky at radio wavelengths, the radio window, sources of radio emissions.
- Single-dish radio astronomy: comparing optical and radio astronomy, properties of single-dish telescopes and their beams, mounts, drives, receivers and amplifiers.
- Single-dish applications: H I surveys, pulsar astronomy, radar astronomy.
- Single-dish data analysis and image reconstruction, interference sources and minimisation.
- Multi-dish interferometry, principles of arrays and aperture synthesis, receivers and correlators.
- Aperture synthesis: resolving power, signal-to-noise, array design and the u-v plane.
- Data reduction in aperture synthesis: basic principles of data analysis and image reconstruction, advances in multi-dish radioastronomy (VLBI, VLBA, space VLBA, mm astronomy, SKA).
- Introduction to SETI and Bio astronomy: what is SETI and why is it important – origins of life on Earth, speculation on life in the Solar System, amino acids in space.
- History of SETI: precursors from Democritus to Martian canals, impact of radio astronomy, from UFO’s to scientific SETI – constraints on ‘alien encounter’ claims, the influence of popular culture: Morrison, Cocconi and Drake and the birth of scientific SETI, the ‘Cosmic Waterhole’.
- Are we alone, and where to look? The Drake Equation, star formation rates, Habitable Zones, intelligence versus technology, lifetimes, extra-solar planets, all-sky versus targeted searches.
- How to look: optical and radio SETI searches, examples – past, present and future: Case Study – Project Phoenix and the SETI Institute.
- Technical aspects: differential Doppler, waterfall plots, interference, building a receiver.
- Detection: Follow-up confirmation, the Post-Detection Protocol, data availability, the announcement, deciphering signals, sociological impact, hoaxes, Case Study – ED Pej.
- Active SETI? Communicating at the speed of light, the Arecibo message, Pioneer plaque and Voyager albums, Russian message fiasco: should we send a message/ reply?

References

HET610 Studies in Space Exploration
12.5 Credit Points • 1 Semester • Equivalent to 5 Hours per Week • Online • Prerequisite: HET602 or equivalent • Teaching methods: Online Delivery Mode, Course Material Available via CD-ROM and Internet Links, Contact via Newsgroup and Email • Assessment: Assessable Newsgroup Contributions, Assignments and Project
A subject in the Graduate Certificate of Science (Astronomy), Graduate Diploma of Science (Astronomy) and Master of Science (Astronomy).

Aims & Objectives
This unit will commence with an introductory section on the basic principles, issues and scientific goals in space exploration, then trace its history and development with particular reference to manned versus unmanned space exploration, spacecraft design, launch and navigation, imaging and remote sensing. Public perception of space science and analysis of the costs, risks and benefits of space exploration will be discussed with special reference to ethical and legal implications of topics, such as the use of radioisotope fuel sources, ‘space junk’, and mining rights in space.

Content
- Properties of astronomical targets: point and extended objects, point and surface brightness, spectrum distribution, sky brightness, atmospheric emission and scattering, motion of object (real or due to Earth), variable stars, supernovae and novae.
- Principles of telescopic imaging: optics, aperture size, focal length, f ratio, field of view, magnification, resolution, aberrations, distortion of field, contrast, spectroscopy, tracking and control.
- Principles of photographic imaging: SLR operation, lenses, specialised camera bodies, wide field (no telescope) use, 50mm, telephoto and wide angle lenses, filters (eg, broad, H alpha etc.), focal plane and eyepiece projection, vignetting.
- Film properties: sensitivity, contrast, grain, colour sensitivity, print or slide, exposure time, film data sheets, gamma curves, use of b/w exposures with tricolour filters, special effects.
- Film processing: development, printing, superposition of images, photographing photographs to enhance contrast, practical procedures for unsharp masking, ‘pushing’, hypering, noise reduction techniques.
- Photometry and colours: spectral distributions; atmospheric extinction, dispersion and seeing, filters, standard photometric systems.
- Principles of CCD imaging: principles, spectral range and sensitivity, digital, integrating and video cameras; DIY construction, computer requirements, pixel size and binning, exposure time, dark frames and flat fielding, remote telescope use, reduction of photometric data, reduction of spectroscopic data, images from the Internet.
- Principles of CCD data reduction: software, dark frame subtraction, cosmic ray removal, flat fielding; brightness, contrast, greyscale, colour contouring, negatives, resizing, pixel editing, filters, unsharp masking; scaling, histogram, equalization and noise reduction techniques.
- Professional observatory and HST forefront techniques: large CCD arrays, multiple object imaging (eg 2df spectrograph, etc.).

References
mechanics and calculations, landing on Earth, landing on other solar system bodies.

- Imaging and remote sensing: instrumentation, telemetry, communication, space observatories, data processing and manipulation.
- Fuelling interplanetary missions: energy sources and techniques used in past, present and planned space missions, designs and intended uses, relative benefits and risks, risk analysis, ethics.
- Costs, risks and benefits: scientific, legal and ethical dimensions: the science goals, public perception, legal implications and ethical considerations, space exploration and the press, the public understanding of science, the future of space exploration.

Reference

HET611 Stellar Astrophysics
12.5 Credit Points • 1 Semester • Equivalent to 5 Hours per Week • Online • Prerequisite: HET603 or Equivalent • Teaching methods: Online Delivery Mode, Course Material Available via CD-ROM and Internet Links, Contact via Newsgroup and Email • Assessment: Assessable Newsgroup Contributions, Assignments and Project
A subject in the Graduate Certificate of Science (Astronomy); Graduate Diploma of Science (Astronomy) and Master of Science (Astronomy).

Aims & Objectives
This unit follows on from HET603 to introduce the student to the study of the physical processes underlying stellar properties and the principles behind models of stellar evolution.

Content
- Classifying stars: magnitudes, colours, spectral types, extinction and reddening, binary stars and estimating stellar masses, stellar spectra – forming spectral lines, spectral types, the H-R Diagram, metal abundances, stellar populations, luminosity classifications, spectroscopic parallax.
- Hydrostatic equilibrium and radiation pressure, optical depth, absorption and emission mechanisms, photospheres, gravitational contraction versus fusion, reaction rates, PP I and PP II, CNO cycle, triple alpha, stellar nucleosynthesis.
- Protostars: gravitational contraction and hydrostatic equilibrium, virial theorem, Jeans criterion, evolutionary tracks, ZAMS, H II regions, birth of massive stars, T Tauri stars, protostellar jets, accretions disks and proplyds, forming planetary systems, brown and red dwarfs.
- Main sequence stars, masses and lifetimes: the Sun – properties, radiative processes, atmosphere, absorption lines, allowed and forbidden transitions, active sun, solar wind.
- Evolution off the main sequence: red giant branch, degenerate gas pressure, helium flash, asymptotic giant branch, thermal pulsing, stellar superwinds, mass ejection, planetary nebula, white dwarfs, high-mass stellar winds, Wolf-Rayet stars, the horizontal branch, dredge-ups and nucleosynthesis, the Chandrasekhar limit.
- Stellar clusters: types, metallicity, turn-off points, main-sequence fitting, blue stragglers.
- Pulsating stars: types, period-mean density relation, radial modes, helioseismology.
- Supernovae: Type I and II supernovae, light curves, supernovae remnants.
- Neutron stars: properties, composition, neutron degeneracy, mass-volume relation, rotation, gravitational binding energy, magnetic fields, pulsar lighthouse model and synchrotron radiation, spin-down and characteristic lifetimes, dispersion, millisecond pulsars, determining binary orbits.
- Black holes: warping space time, escape velocity and the Schwarzschild radius – rotating black holes – ergosphere, frame dragging.
- Evolution of close binaries: Roche limit and accretion disks, novae, cataclysmic variables, Alfvén radius, millisecond pulsars, black-widow effect, seeking black holes in X-ray binaries.

Reference

HET612 Major Project: History of Astronomy
12.5 Credit Points • 1 Semester • Equivalent to 5 Hours per Week • Online • Prerequisite: HET607 • Teaching methods: Online Delivery Mode, Contact via Newsgroup, Email and Internet Links • Assessment: An electronic logbook recording the student's research and progress, project proposal and a detailed project report, and a short summary 'poster paper'
A subject in the Graduate Certificate of Science (Astronomy); Graduate Diploma of Science (Astronomy) and Master of Science (Astronomy).

Aims & Objectives
This unit aims to develop the student's:
- Knowledge and understanding of a particular aspect or period of the history of astronomy.
- Practical literature and Internet research skills, plus synthesis and communication skills.

Content
Students will undertake a substantial literature and/or Internet research project on a particular aspect or period of the history of astronomy. A variety of suggested project topics will be made available, or students may suggest their own, subject to negotiation with the subject convenor.
Each student will work closely with a supervisor assigned to his or her project, communicating and exchanging drafts via email, and, where appropriate, students will collaboreate with each other via newsgroup discussions.

Reference

HET614 Introduction to Particle Physics and High Energy Astrophysics
12.5 Credit Points • 1 Semester • Equivalent to 5 Hours per Week • Online • Prerequisite: HET605 or Equivalent • Teaching methods: Online Delivery Mode, Course Material Available via CD-ROM and Internet Links, Contact via Newsgroup and Email • Assessment: Assessable Newsgroup Contributions, Assignments and Project – 100% of Total Marks
A subject in the Graduate Certificate of Science (Astronomy); Graduate Diploma of Science (Astronomy) and Master of Science (Astronomy).

Aims & Objectives
This unit provides a general introduction to particle physics in general and to modern high-energy astrophysics in particular.

Content
- Probing the atom – the atom and electrons, the nucleus and nucleons.
- Conservation laws and fundamental forces – change, energy, momentum; neutrinos; gravitational, electromagnetic, strong and weak forces; interactions and Feynman diagrams.
- Antimatter – positrons, properties of antimatter, other antimatter particles.
- The particle zoo – protons, neutrons, species of neutrinos and antineutrinos, particle classifications.
- Conservation laws revisited – lepton, baryon number, strangeness, reaction rules.
- The quark model – building mesons and baryons out of quarks, quarks and the classification scheme, experimental evidence for quarks, the standard model and quark flavours.
- Acceleration of charged particles – particle accelerators, colliders, particle detectors.
- Solar, cosmic ray and neutrino astronomy – accelerating particles and solar flares, pair production, synchrotron radiation and magnetic fields, neutrinos and weak interactions, neutrino oscillations, Cerenkov radiation, lepton scattering.
- Neutron stars – strong interactions, interiors and nuclear matter, Compton and inverse Compton scattering, QPO sources, millisecond X-ray pulsars.
- X-ray and gamma-ray astronomy — supersoft X-ray sources, Jets, TeV gamma-ray emission from the Crab Nebula, detecting the supergalactic plane, highest energy gamma-ray sources, gamma ray bursters - detection, possible production processes and astronomical sources.
- Gravitational wave astronomy — gravitons, binary and colliding neutron stars and black holes.
- Exotics — quark stars, searching for dark matter — WIMPs.
- Particle physics and cosmology — cosmic microwave background, scattering, matter and antimatter, symmetry breaking, primordial black holes, fundamental constants and cosmological time.
- Grand unified theories (GUTs), theories of everything (TOEs) and implications for cosmology.

References

**HET615 Major Project: Astrophotography and CCD Imaging**

12.5 Credit Points • 1 Semester • Equivalent to 5 Hours per Week • Online
Prerequisite: HET609 • Teaching methods: Online Delivery Mode, Contact via Newsgroup, Email and Internet Links • Assessment: An electronic logbook recording the student's research and progress, project proposal and a detailed project report, plus a short summary ‘poster paper’
A subject in the Graduate Certificate of Science (Astronomy), Graduate Diploma of Science (Astronomy) and Master of Science (Astronomy).

**Aims & Objectives**
This unit will aim to develop the student’s:
- Knowledge and understanding the principles involved in a particular aspect or application of astrophotography and/or CCD imaging.
- Practical experience in the techniques involved in astrophotography and/or CCD imaging.
- Ability to keep a comprehensive record of experimental investigations, to write a detailed summary report of techniques used and investigations undertaken, and to communicate effectively about the outcomes of their work.

**Content**
Students will undertake a substantial practical amateur observing projects using astrophotography and/or CCD imaging techniques. A variety of suggested project topics will be made available, or students may suggest their own, subject to negotiation with the subject convenor.

Each student will work closely with a supervisor assigned to their project, communicating and exchanging drafts via e-mail, and, where appropriate, students will collaborate with each other via newsgroup discussions.

**References**

**HET616 Great Debates in Astronomy**

12.5 Credit Points • 1 Semester • Equivalent to 5 Hours per Week • Online
Prerequisite: HET604 and HET607, or Equivalent • Teaching methods: Online Delivery Mode, Course Material Available via CD-ROM and Internet Links; Contact via Newsgroup and Email • Assessment: Assessable Newsgroup Contributions, Assignments and Project
A subject in the Graduate Certificate of Science (Astronomy), Graduate Diploma of Science (Astronomy) and Master of Science (Astronomy).

**Aims & Objectives**
This unit will investigate in depth great debates in astronomy which have shaped (or still are shaping) our current understanding of the universe and its evolution.

**Content**
The course content will be made up of detailed investigations of approximately six of the ‘big questions’ in astronomy, including the following:
- Our Place in Space: the nature of our Earth, the Solar System, the Cosmos.
- Is Pluto a Planet?
- Galactic Dynamics
- The Scale of the Universe: nearby nebulae, or a universe of galaxies?
- What is the Origin of Gamma Ray Bursts?
- The Large Scale Structure of the Universe: dark matter and the cosmological constant.

We shall conclude by investigating several ideas and theories that do not qualify as true scientific debates, such as:
- The Existence of the Aether.
- The Face on Mars.
- The Moon Landing Hoax.

**References**

**HET617 Major Project - Computational Astrophysics**

12.5 Credit Points • 1 Semester • Equivalent to 5 Hours per Week • Online
Prerequisite: HET604, or equivalent. Note that some modules will also have additional prerequisites of HET602* or HET611** (see below for details). • Teaching methods: Online Delivery Mode, with Contact via Newsgroup, Email and Internet Links • Assessment: A project-managed test on the Stellar Orbits module plus an electronic logbook recording the student’s research and progress, a project proposal a detailed project report, plus a short summary ‘poster paper’ — 100% of total marks
A subject in the Graduate Certificate of Science (Astronomy), Graduate Diploma of Science (Astronomy) and Master of Science (Astronomy).

**Aims & Objectives**
This unit will aim to develop:
- An understanding of specific astrophysical concepts with the aid of computer simulations.
- Practical experience in the use of numerical modelling and data analysis.
- Ability to keep a comprehensive record of their investigations, to write a detailed summary report of techniques used and investigations undertaken, and to communicate effectively the outcomes of their work.

**Content**
Students will choose from a range of computational astrophysics modules which will teach students about specific astrophysical concepts with the aid of computer simulations, and will also give students a grounding in computer modelling and an appreciation of the ability of science and computers to make complex phenomena understandable. Students will gain a deep understanding — via numerical experiments — of the physics governing systems such as the asteroid belt, the evolution of stars, the orbits of stars within the galaxy, and galactic dynamics. All students will start by taking a module on Stellar Orbits, so as to gain an understanding of numerical models and dynamical systems in particular. Students will then choose one of the following five modules:
- Pulsar Population Synthesis
- Galactic Dynamics
- Galaxy Mergers
- Solar Systems Dynamics ( also requires HET602 as a prerequisite)
- Stellar Evolution ( also requires HET611 as a prerequisite)

All modules will use the Swinburne supercomputer via a Web interface. Students are not expected to know any programming languages or write their own codes, but they should gain an understanding of algorithms used in each module. Students will use a Web interface to run numerical simulations on the Swinburne supercomputer and can then download the results and data files to analyse on
their home computers. Under exceptional circumstances, students may choose their own project topic after consultation and agreement with the SAO Coordinator, and assuming an appropriate project supervisor can be found. Each student will work closely with a supervisor assigned to their project, communicating and exchanging drafts via email, and, where appropriate, students will collaborate with each other via newsgroup discussions.

**HET706 Networks and Routing**

12.5 Credit Points • 1 Semester • 5 Hours per Week • Hawthorn • Prerequisite: Nil
- Teaching methods: Online self-study, augmented by a weekly lecture/tutorial, and in some weeks laboratory work, kinesthetic role plays and assignment work.
- Assessment: Online Tests, Assignments and Laboratory Work and Written Final Exam

A subject in the Graduate Certificate of Science in Network Systems, Graduate Diploma of Science in Network Systems and Master of Science in Network Systems.

**Aims & Objectives**
The student should be able to:
- Use the OSI model to describe direct point-to-point data communications.
- Address a network, given a topology and starting IP address.
- Describe basic inter-network processes.
- Explain basic electrical and electronic issues in networks.
- Conduct basic network audits.
- Explain the function of network management tools.
- Build a simple network of hosts, cables, hubs, and routers, at Layer 1 level.
- Troubleshoot typical physical problems in a small network.
- Compare and contrast the details of Layers 1, 2, and 3 in the context of Ethernet and IP.
- Compare and contrast the details of Layers 4, 5, 6, 7 in context of TCP.
- Compare and contrast LANs and WANs layer by layer.
- Compare and contrast static versus dynamic routing, routed protocols versus routing protocols, and distance vector versus link state routing.
- Describe the internal configuration components of a router, access the router, and test network connectivity.
- Describe and perform a basic router configuration.
- Explain TCP (segment format, port #s, handshakes) and IP (IP datagrams, ICMP, ARP, RARP).
- Address and configure a network.
- Compare and contrast static and dynamic routing, routed protocols versus routing protocols, and distance vector versus link state routing.
- Configure networks to run RIP and IGRP.

**Content**
- Networks and Layers, Networking Devices.
- IP Addressing, ARP & RARP.
- Electricity and Electronics.
- Network Management.
- WANs.
- Routing, Using the Router, Router Components.
- Router Startup & Setup, Router Configuration.
- IOS.
- TCP/IP.
- IP Addressing.
- Routing Protocols.

**References**
Cisco On-line Curriculum: Cisco-Semester-1 and Cisco-Semester-2

**HET708 Internetworking Technology**

12.5 Credit Points • 1 Semester • 5 Hours per Week • Hawthorn • Prerequisite: HET706 Networks and Routing
- Teaching methods: Online self-study augmented by a weekly lecture/tutorial, and in some weeks, laboratory work, kinesthetic role plays and assignment work.
- Assessment: Online Tests, Assignments and Laboratory Work and Written Final Exam

A subject in the Graduate Certificate of Science in Network Systems, Graduate Diploma of Science in Network Systems and Master of Science in Network Systems.

**Aims & Objectives**
Students should be able to:
- Explain the details of LAN switching and compare and contrast segmentation with bridges, switches, and routers, build simple LANs involving switches and access the switch.
- Explain why VLANs are used and how they are achieved using switches, configure switches to create VLANs.
- Design a small LAN, justifying and documenting design decisions.
- Develop an IP addressing scheme for a network of WAN and LANs.
- Compare and contrast dynamic routing, routed protocols versus routing protocols, distance vector versus link state routing, and RIP versus IGRP, configure networks to run RIP and IGRP.
- Explain the use and importance of access lists, configure standard and extended access lists on router interfaces.
- Explain the unique features of Novell IPX, configure and monitor Novell IPX routing.
- Explain the various WAN technology options for district sized networks, identify and use WAN-related router commands.
- Design and explain a district WAN, configure routers to implement basic district WAN functions.
- Explain PPP and add it to a designed WAN, configure and verify PPP on the routers.
- Explain why and how ISDN can be integrated into a District WAN, identify how to configure and verify ISDN on a router.
- Explain why and how Frame Relay is used in the District WAN, configure and verify Frame Relay on the routers.

**Content**
This subject utilises a core curriculum of online self-study, which is commonly taken as part of the training for industry certification (the highly regarded Cisco Certified Network Associate CCNA). The self-study is augmented by a weekly lecture/tutorial, and in some weeks, laboratory work, kinesthetic role plays and assignment work.

Note: This subject content and methodology provides training that, in addition to your study at Swinburne, trains you towards sitting the external CCNA certification examinations: the latter are conducted independently of Swinburne and do charge a fee.

The following areas will be covered:
- LAN Switching, VLANs, LAN Design.
- IGRP.
- Access Lists.
- Novell IPX.
- WANs and WAN Design.
- PPP, ISDN, Frame Relay.

**References**

**HET710 Network Administration**

12.5 Credit Points • 1 Semester • 4 Hours per Week • Hawthorn • Prerequisite: Nil
- Teaching methods: Instructor-lead Sessions using Official Microsoft MOC Materials
- Assessment: Assignment, Examination, Laboratory
A subject in the Graduate Certificate of Science in Network Systems, Graduate Diploma of Science in Network Systems and Master of Science in Network Systems.

**Aims & Objectives**

- To introduce administration issues in Windows 2000.
- Network planning.
- Installation.
- User and domain management.
- System performance tuning.
- Security.
- Intranet/Internet (Web server).
- Hardware considerations.

**Content**

- Introduction to networking protocols such as TCP/IP, ATM, IPX/SPX.
- General and advanced network configuration, including DNS, DHCP, routing.
- User management and access control.
- Effective backup and restore system.
- Managing printers, including local printers, network printers, and printer pools.
- Managing processes, performance optimisation and capacity planning.
- Securing systems, including implementing security policies and system auditing.
- Automating system administration tasks with scripts.
- Remote network access.
- Web server installation and configuration.
- System management tools.
- Troubleshooting and maintenance.

**References**

All students are required to have a copy of the following materials.
Microsoft Official Curriculum.
2152 Supporting Microsoft Windows 2000 Professional and Server.

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**HET714 Internetwork Switching**

12.5 Credit Points • 1 Semester • 4 Hours per Week • Hawthorn • Prerequisite: HET713 • Teaching methods: Lectures, Labs and Tutorials. This subject utilises a core curriculum of online self-study, which is commonly taken as training for industry certification (the highly regarded Cisco Certified Network Professional - CCNP). The self-study is augmented by a lecture/tutorial covering key areas. In addition, in most weeks there are laboratory sessions and module tests. • Assessment: Examinations, Labs, Tests

A subject in the Graduate Certificate of Science in Network Systems, Graduate Diploma of Science in Network Systems and Master of Science in Network Systems.

**Aims & Objectives**

Understanding the advantages of using switches to improve network performance.

**Content**

- Overview of the Campus Network and Design Models
- LAN Media
- Configuring the Switch
- Introduction to VLANs
- Spanning Tree Protocol (STP) and Redundant Links
- Routing between VLANs
- VLANs and Trunking
- Multilayer Switching
- Hot Standby Routing (HSRP)

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**HET710 Enterprise Networking**

12.5 Credit Points • 1 Semester • 5 Hours per Week • Hawthorn • Prerequisite: HET708 Internetworking Technologies • Teaching methods: Lectures, Tutorials and Practical Sessions • Assessment: Examinations, Pracs, Practical Examination, Tests

A subject in the Graduate Certificate of Science in Network Systems, Graduate Diploma of Science in Network Systems and Master of Science in Network Systems.

**Aims & Objectives**

To introduce IP protocols and techniques for routed networks.

**Content**

- Scalability of internetworks.
- Managing traffic access: congestion control.
- IP traffic management.
- Access lists and virtual terminal access.
- Queue configuration in traffic management: weighted fair queuing, priority queuing, custom queuing.
- Scalable routing protocols.
- Comparison of routing protocols.
- Extended IP addressing using VLSMs.
- Variable-length subnet masks.
- Route summarisation.
- OSPF for single and multiple areas.
- Virtual links.
- Enhanced IGRP configuration and operation.
- Routing and routing update traffic.
- Network management and security, and BGP.

**References**

To be advised.

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**HET713 Internetwork Routing**

12.5 Credit Points • 1 Semester • 5 Hours per Week • Hawthorn • Prerequisite: HET712 • Teaching methods: Lectures, Tutorials and Practical Sessions. This subject utilises a core curriculum of online self-study, which is commonly taken as training for industry certification (the highly regarded Cisco Certified Network Professional - CCNP). The self-study is augmented by a lecture/tutorial covering key areas. In addition, in most weeks there are laboratory sessions and module tests. • Assessment: Examinations, Pracs, Practical Examination, Tests

A subject in the Graduate Certificate of Science in Network Systems, Graduate Diploma of Science in Network Systems and Master of Science in Network Systems.

**Aims & Objectives**

Understanding the advantages of using switches to improve network performance.

**Content**

- Overview of the Campus Network and Design Models
- LAN Media
- Configuring the Switch
- Introduction to VLANs
- Spanning Tree Protocol (STP) and Redundant Links
- Routing between VLANs
- VLANs and Trunking
- Multilayer Switching
- Hot Standby Routing (HSRP)
- Multicasting
- Restricting Network Access

**References**

To be advised.

**HET715  Network Computing**

12.5 Credit Points  • 1 Semester  • 4 Hours per Week  • Hawthorn  • Prerequisite: Nil
- Teaching methods: Lectures/Tutorials, Laboratory Sessions and Project
- Assessment: Examinations, Project

A subject in the Graduate Certificate of Science in Network Systems, Graduate Diploma of Science in Network Systems and Master of Science in Network Systems.

**Aims & Objectives**

To explore the technology of distributed objects for networking, using Java.

**Content**

The subject deals with the distributed object approach to networking. It explores methods of interfacing objects across the network, using Java sockets, RMI/CORBA, and Java IDL. These methods are used to implement sample networking applications.

**References**

Web-based tutorials (particularly on java.sun.com website).

**HET716  Networked Applications**

12.5 Credit Points  • 1 Semester  • 4 Hours per Week  • Hawthorn  • Prerequisite: Nil
- Teaching methods: Lectures/Tutorials, Laboratory Sessions and Project
- Assessment: Project/Assignment, Examination

A subject in the Graduate Certificate of Science in Network Systems, Graduate Diploma of Science in Network Systems and Master of Science in Network Systems.

**Aims & Objectives**

To develop networked applications and explore their operation.

**Content**

This subject deals with the design and implementation of data communication applications and the services to support them. Applications may include eCommerce systems, voice on the net, voice on IP, and Internet-based applications for home, office, and commerce.

**References**

Web-based materials.

**HET717  Simulation of Networks**

12.5 Credit Points  • 1 Semester  • 4 Hours per Week  • Hawthorn  • Prerequisite: Nil
- Some background in basic probability theory is expected (probability distributions, mean, variance, correlation), and an ability to program using a general purpose programming language.
- Teaching methods: Lectures, Tutorials and Practical Sessions
- Assessment: Project/Assignment

A subject in the Graduate Certificate of Science in Network Systems, Graduate Diploma of Science in Network Systems and Master of Science in Network Systems.

**Aims & Objectives**

To acquire skills in the generation and testing of simulated network behaviour. To use these skills to explore the nature and validity of traffic and resource models for investigating network behaviour and performance.

**Content**

- This subject is primarily project-based, supported by some lectures on background theory.

- The subject will consider the use of general purpose programming languages (e.g. C or C++) for simulation, as well as the use of simulation packages (e.g. ns-2).
- Discrete event simulation: Generating pseudo-random numbers. Generating random numbers with a prescribed probability distribution. Scheduling and events lists.
- Analysis of simulation results: confidence intervals and variance reduction techniques.
- Simulation packages. Comparison of models and real system behaviour - authentication of simulation models.
- Use of a simulator for animation (e.g. nam) versus performance modelling.
- Transparent and steady state behaviour of simulated systems. Network traffic models and resource models.
- Project-based exploration of performance issues by simulation, for example: performance of alternative congestion control schemes; differentiated services protocols; resource reservation/allocation schemes; QOS on IP; streaming and multipoint applications.

**References**

The Network Simulator: ns-2, www.isi.edu/nsnam/ns/
Nam: Network Animator, www.isi.edu/nsnam/nam/

**HET718  Mobile and Personal Networking**

12.5 Credit Points  • 1 Semester  • 4 Hours per Week  • Hawthorn  • Prerequisite: Nil
- Teaching methods: Lectures/Tutorials/Laboratory Sessions  • Assessment: Assignments

A subject in the Graduate Certificate of Science in Network Systems, Graduate Diploma of Science in Network Systems and Master of Science in Network Systems.

**Aims & Objectives**

To introduce the key ideas in modern mobile telecommunications systems and networks. At the completion of this subject, students should:

- Understand the design principles behind modern mobile telecommunications systems and networks.
- Be able to analyse the performance of mobile telecommunications networks.
- Appreciate the interaction between the radio, signalling, traffic, and fixed network aspects of mobile telecommunications networks.

**Content**

- Principles of mobile communications: Frequency reuse, spectral efficiency, handover, interaction with the fixed network.
- Microcells and macrocells.
- The mobile radio channel: Propagation models.
- Fast and slow fading.
- Principles of operation of FDMA, TDMA and spread spectrum.
- Capacity and traffic calculations for these systems.
- Switching and signalling for mobile networks.
- Standards for mobile communications: GSM, cdmaOne, cdma2000, WCDMA.
- Wireless data: GPRS, EDGE, WAP, Bluetooth.

**References**

HET720  Real Time Operating Systems
12.5 Credit Points  1 Semester  4 Hours per Week  Hawthorn  Prerequisite: Nil
Teaching methods: Lectures, Tutorials and Practical Sessions  Assessment: Assignment, Examination
A subject in the Graduate Certificate of Science in Network Systems, Graduate Diploma of Science in Network Systems and Master of Science in Network Systems.

Aims & Objectives
Explore the technology of servers and networks.

Content
The subject deals with operating systems (with an emphasis on Unix) in relation to performance, network connectivity and security. Network functionality is examined in terms of methods of connection, maintenance of security and performance management.

References
Web-based notes.

HET721  Minor Thesis
50 Credit Points  1 Semester  16 Hours per Week or Equivalent  Hawthorn  Prerequisite: Approval required from Course Convener  Teaching methods: Supervised Reading, Fieldwork and Individual Consultation As Required  Assessment: Class Presentations
A subject in the Master of Science in Network Systems.

Aims & Objectives
To provide an opportunity for students to develop analytical, research and report-writing skills while exploring a topic in-depth.

Content
This subject requires students to prepare a minor thesis of around 12,500 to 15,000 words on a topic chosen in consultation with staff. Generally the paper will take the form of a comprehensive literature review of a topic of contemporary interest, followed by presentation of a substantial research project.

References
To be advised.

HET723  Internet and WWW
12.5 Credit Points  1 Semester  Equivalent to 5 Hours per Week  Hawthorn  Prerequisite: HET730 Multimedia Practice (or corequisite)  Conquisites: HET730 Multimedia Practice  Teaching methods: Lectures, Laboratory-based Exercises  Assessment: Assignment and Laboratory Exercises, Computer-based Tests, Discussion Forum Contribution

Aims & Objectives
HET723 introduces the functionality of Web page programming to achieve greater interactivity of websites and the development of data-driven websites. Several different technologies for Web page programming will be explored, and associated issues examined.

Content
- Website design and usability principles
- Basic programming concepts
- HTML and forms,
- DHTML concepts.
- Basic database structure and design, including SQL
- Document object model
- Client-side Web scripting (JavaScript)
- Server-side Web scripting (ASP)
- Web security issues

Reference

HET724  Research Paper
12.5 Credit Points  1 Semester  4 Hours per Week  Hawthorn  Prerequisite: Approval required from Course Convener  Teaching methods: Supervised Reading, Fieldwork and Individual Consultation As Required  Assessment: Class Presentations
A subject in the Graduate Certificate of Science in Network Systems, Graduate Diploma of Science in Network Systems and Master of Science in Network Systems.

Aims & Objectives
To provide a flexible program of study which allows the student to undertake a special project. This would require research into a topic relevant to the course, but alternative to the standard prescribed subjects.

Content
This subject requires students to prepare a 5,000-word article on a topic chosen in consultation with staff. Articles will generally take the form of a comprehensive literature review on a topic of contemporary interest.

References
To be advised.

HET725  Research Report
25 Credit Points  1 Semester  8 Hours per Week Equivalent  Hawthorn  Prerequisite: Approval required from Course Convener  Teaching methods: Supervised Reading, Fieldwork and Individual Consultation As Required  Assessment: Class Presentations
A subject in the Graduate Certificate of Science in Network Systems, Graduate Diploma of Science in Network Systems and Master of Science in Network Systems.

Aims & Objectives
To provide a flexible program of study which allows the student to undertake a special project. This would require research into a topic relevant to the course, but alternative to the standard prescribed subjects.

Content
This subject requires students to prepare an article of around 8,000 words on a topic chosen in consultation with staff. Generally the paper will take the form of a comprehensive literature review of a topic of contemporary interest, followed by presentation of research undertaken by the student.

References
There are no prescribed texts. Students will be directed to the appropriate books and/or journal articles.

HET728  3D Animation and Special Effects
12.5 Credit Points  1 Semester  4 Hours per Week  Hawthorn  Prerequisite: HET730 Multimedia Practice  Teaching methods: Lectures, Studio (Computer Laboratory), Tuition with Practical Experience through Exercises and Set Tasks  Assessment: Assignments, Practical Work, CML Test

Aims & Objectives
- To give students an overview of key concepts and production techniques.
- To provide an introduction to the creation and animation of objects using a popular 3D package.
- To provide insight into the art and business of the 3D industry.

Content
This subject provides an introduction to 3D modelling and animation using a commercial 3D graphics application. The practical component of the course will take the student through the steps required to create and animate objects, apply materials, lighting and other effects. The lecture series will cover the following topics:
- Fundamentals of 3-dimensional graphics and core concepts.
- Project planning, storyboarding, and pre-production.
- Primitives and object topology.

References
- Popular 3D software.
- Modifying objects and modelling techniques.
- Shaders, texturing and materials.
- Lighting, environment and atmospheric effects.
- Basic keyframed and procedural animation.
- Particles and space warps.
- Rendering and post effects.
- Network rendering and management.
- The business of 3D.

References

**HET729 Design and Management of Networks**

12.5 Credit Points • 1 Semester • 4 Hours per Week • Hawthorn • Prerequisite: Nil
- Teaching methods: Lectures, Tutorials and Practical Sessions • Assessment: Assignment, Examinations, Labs

A subject in the Graduate Certificate of Science in Network Systems, Graduate Diploma of Science in Network Systems and Master of Science in Network Systems.

Aims & Objectives
To introduce core issues of network design and management with a focus on emerging multi-service networks.

Content
This subject uses a case study and problem-based approach to introduce some of the wide range of topics facing network designers and managers today. The case studies are supported by a small set of theory modules to introduce quantitative tools to describe network traffic demand and resource capacity. Case studies will vary from time to time and may be drawn from the following topic areas: dimensioning of corporate LANs, telephony and voice-over IP networks; virtual private networks using frame relay, ATM or MPLS; Internet service provider networks and services (service level agreements, GoS differentiation, performance monitoring and billing); video on demand over cable or xDSL; the impact of caching and replication on network architecture (proxy server caching, mirror servers).

References
To be advised.

**HET730 Multimedia Practice**

25 Credit Points • 1 Semester • 6 Hours per Week • Hawthorn • Prerequisite: Nil
- Teaching methods: Laboratory and Lecture-based Tuition with Continual Practical Experience through Exercises and Set Tasks • Assessment: Major Assignments and Hurdle Tasks, Practical Examination

A subject in the Graduate Certificate, Graduate Diploma and Master of Multimedia.

Aims & Objectives
To provide an introduction to the practice of multimedia, by developing appropriate skills with multimedia software.

Content
This subject involves an introduction to the practice of multimedia creation using various industry standard software tools.
- Concepts in digital image creation and manipulation.
- Introduction to bitmap and vector graphics.
- Introduction to multimedia authoring.
- Introduction to vector graphics animation.
- Introduction to HTML and Web page authoring.
- Principles of animation applied to computer graphics.
- Comparison of various multimedia software packages.

References

**HET732 Multimedia Development**

12.5 Credit Points • 1 Semester • 4 Hours per Week • Hawthorn • Prerequisite: HET730 Multimedia Practice (or corequisite) • Corequisites: HET730 Multimedia Practice • Teaching methods: Laboratory-based Tuition with Continual Practical Experience through Exercises and Set Tasks • Assessment: Major Assignments and Practical Examination

A subject in the Graduate Certificate, Graduate Diploma and Master of Multimedia.

Aims & Objectives
To extend multimedia development and production skills to a professional level.

Content
- Thorough understanding of the strengths of different authoring environments.
- Basic understanding of software and programming issues in multimedia.
- Advanced scripting techniques for Web-based multimedia.
- Advanced scripting techniques for CD-ROM multimedia development.
- Understanding programming standards, naming conventions and syntax.
- Working with predefined and custom objects.
- Debugging in different authoring environments.
- Developing game concepts.
- Packaging your software.

References

**HET735 Interactive Multimedia Principles**

12.5 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: Nil
- Teaching methods: Weekly Lecture and Tutorial • Assessment: Assignments, Tutorial Tasks/Tests

A subject in the Graduate Certificate, Graduate Diploma & Master of Multimedia.

Aims & Objectives
This subject aims to provide an understanding of the nature of interactive multimedia, how to create and communicate using multimedia and how it can benefit business. It also introduces design principles for multimedia and describes the multimedia production process.

Content
- Types of multimedia projects
- Types of multimedia organisations
- Interacting in the industry: dealing with co-workers
- Working in a team
- Multimedia planning processes
- Multimedia development methodologies
- Multimedia development lifecycle
- Multimedia contracts and tendering
- Copyright and intellectual property
- Interacting in the industry: dealing with clients

References
Reference material will be available online.

**HET736 Broadband Multimedia Networks**

12.5 Credit Points • 1 Semester • 4 Hours per Week • Hawthorn • Prerequisite: Nil
- Teaching methods: Lectures and Laboratory Work • Assessment: Assignments, Examinations, Labs

**References**

A subject in the Graduate Certificate of Science in Network Systems, Graduate Diploma of Science in Network Systems and Master of Science in Network Systems.

Aims & Objectives
The aim of this subject is to explore the key ideas of the emerging high-speed broadband networks, and the mixed services and traffic types they carry. The significance of broadband capability is explored, together with its promises and difficulties, including some important unsolved problems.

Content
The subject is expected to adapt in response to emerging issues. It is concerned broadly with two major issues in current and future high-speed broadband networks – the ability to deliver properly managed and differentiated quality of service and the drive for higher speed access to support more diverse multimedia applications. In both areas there are difficult technical challenges, and techniques continue to evolve over time.

Reference

HET738 Neupropsychology Methods
12.5 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: Nil
Teaching methods: Lectures, Tutorials • Assessment: Case Studies, Examinations
A subject in the BAppSci (Psychology/Psychophysiology)(Hons), Bachelor of Arts (Honours) - Psychology stream and Postgraduate Diploma in Psychology.

Aims & Objectives
To examine issues in physiological psychology and neuropsychology.

Content
• Methods in neuropsychology
• Frontal, parietal, temporal and occipital lobes structure, function and disorders associated with damage
• Subcortical structure, function and disorders associated with damage
• Hemispheric asymmetry and related asymmetries in cognition
• Child clinical neuropsychology
• Biological bases of neuropsychological disorders

Reference

HET742 Digital Video and Audio
12.5 Credit Points • 1 Semester • 4.25 Hours per Week (on average) • Hawthorn • Prerequisite: HET730 Multimedia Practice • Teaching methods: Lectures, Laboratory Sessions • Assessment: Assignments, Computer-Based Tests, Discussion Threads, Labs.
A subject in the postgraduate Multimedia programs.

Aims & Objectives
HET742 introduces the concept of non-linear video and audio editing using digital video and audio technology. It will equip students with the basic skills required to capture and edit video and audio material, and to master to a variety of formats, including videocassette, CD and streaming formats for the WWW.

Content
• Storytelling tools
• Video technology
• Camera & lighting skills
• Videos capture
• Video editing
• Titles and credits
• Production planning
• Scriptwriting and storyboarding

• Production design
• Production estimation and timelines
• Advanced editing and FX
• Advanced audio and sound FX production
• Internet video
• Digital audio theory & physics of sound
• Audio recording and playback
• Random access / non-destructive editing
• Digital signal processing
• Audio file formats and compression
• Internet audio
• Digital audio disk and tape media

References
Lecture handouts containing relevant course material. There is no prescribed textbook for this subject.

HET743 User Experience Design
12.5 Credit Points • 1 Semester • 2 Hours per Week • Hawthorn • Prerequisite: HET730 Multimedia Practice (or corequisite) • Corequisites: HET730 Multimedia Practice • Teaching methods: Lectures, Tutorials, Online Delivery • Assessment: Assignments, Discussion Threads, Tests, Tutorials.
A subject in the postgraduate Multimedia programs.

Aims & Objectives
HET743 introduces the concept of experience design and its importance in the networked economy. It also focuses on instructional design and how it is applied in multimedia projects. In the world of eCommerce and eBusiness, companies often overlook the importance of the customer experience. Launch deadlines and million-dollar marketing campaigns can take precedence over fundamentals like navigation, search, usability and the needs of the real user. In order to succeed in the online market, the experience that customers have on the website must be recognised and improved. The understanding and skills gained in this subject will help students to design effective user environments for multimedia applications.

Content
Experience Design Module
• Introduction to the User Experience
• User Experience (UX) methodology
• User Experience (UX) documentation
• Understanding the business
• Understanding the user
• Experience analysis
• Experience strategies
• Effective information architecture
• Interaction design: Designing navigation
• Usability on a shoestring
• Prototype development
• Measuring the quality of experience
• Effective online branding
• Experience design careers

Instructional Design Module
• Process for designing and developing electronic content
• Content structure flowchart
• Content Specification
• Performance objectives
• Storyboarding and scripts
• Writing assessment questions
• Characteristics of a multimedia team
• Estimating work effort and budgeting
References
Lecture handouts containing relevant course material. There is no prescribed textbook for this subject.

HET748  Advanced 3D Animation and Rendering
12.5 Credit Points • 1 Semester • Equivalent to 5 Hours per Week • Hawthorn
Prerequisite: HET728 3D Animation and Special Effects • Teaching methods: Online Course Material, Computer Laboratory Practical, Tuition, Exercises and Set Tasks, Project Work • Assessment: Project(s), Tests
A subject in the Master of Multimedia.

Aims & Objectives
The aim of this subject is to provide students with an understanding of:
• the use of distributed rendering for scientific and multimedia applications, various models in use for distributed rendering;
• the key features of, and differences between, common models for distributed rendering, practical issues, necessary trade-offs;
• the relative advantages and limitations of different commercial rendering packages, and an appreciation of the way distributed rendering is used in science and the animation industry;
• practical issues involved in setting up a network of standard desktop machines for distributed rendering on a large-scale project using a specific animation package;
• managing a rendering queue, associated troubleshooting; and
• more specialist techniques and future possibilities in rendering.

Content
Introduction to Distributed Rendering – basic concepts, multiprocessor architectures, networking fundamentals; computer protocols, IP addresses and network names.
Models, Tradeoffs, Technical Issues – distributed rendering models, distributed versus shared model information, issues and trade-offs, hands-on distributed rendering on a multiprocessor machine.
Distributed Rendering Case Studies – comparing commercial software packages, use of a specific animation package, examples from scientific visualisation and major animation houses, demonstrations of distributed rendering of a single image plus distributed rendering of multiple frames.
Distributed Rendering in a Production Environment – setting up, preparation, rendering, troubleshooting, application to a large-scale student project.
Advanced Topics and Future Developments – Internet, real-time and dedicated hardware-assisted rendering; Internet-based rendering grids; future possibilities.

References
Online course material. There is no prescribed textbook for this subject.

HET753  Remote Access Networks
12.5 Credit Points • 1 Semester • 4 Hours per Week • Hawthorn • Prerequisite: HET713 • Teaching methods: Lectures, Labs and Tutorials • Assessment: Examinations, Labs, Tests
A subject in the Graduate Certificate of Science in Network Systems, Graduate Diploma of Science in Network Systems and Master of Science in Network Systems.

Aims & Objectives
On completion of this subject the student should be able to:
• Configure asynchronous connections with modems.
• Configure point-to-point protocol and control network access.
• Use ISDN and DDR Technologies to enhance remote connectivity.
• Optimize the use of DDR interface – Dialer profiles and rotary groups.
• Set up frame relay connection and manage traffic flow control.
• Managing network performance with queuing and compression.
• Scale IP addresses with NAT.
• Use AAA to scale access control in an expanding network.

Content
• Selecting, Assembling, and Cabling WAN Components.
• Configuring Asynchronous Connections with Modems.
• Configuring Point-to-Point Protocol and Controlling Network Access.
• Accessing the Central Site with Windows 9X.
• Using ISDN and DDR Technologies to Enhance.
• Remote Connectivity.
• Optimizing the Use of DDR Interface – Dialer Profiles and Rotary Groups.
• Frame Relay Connection and Traffic Flow Control.
• Enabling Backup to a Permanent Connection.
• Managing Network Performance with Queuing and Compression.
• Scaling IP Addresses with Network Address Translation.
• Using AAA to Scale Access Control in an Expanding Network.
• Lab Exam.
• Final Exam Cisco Semi6.
• Cisco Feedback.
• Swinburne Feedback.

Textbook

Reference

HET811  Multimedia Project
25 Credit Points • 1 Semester • Variable depending on project: Typically an average of 1.5 Hours per Week • Hawthorn • Prerequisite: HET732, Approval from Course Coordinator (HET811 may not be taken with HET910 or HET911) • Teaching methods: Project • Assessment: Final Report Presentation, Project(s), Project Progress
A subject in the Master of Multimedia.

Aims & Objectives
To enable the student to acquire practical experience in multimedia technology, synthesising skills learnt in other multimedia coursework subjects and successfully achieving the completion of a major project plus critical project report, preferably working in a team environment.

Content
The multimedia project subject is a subject for students in the final stage of the Master of Multimedia course. The project subject is a ‘capstone’ subject, intended to integrate and develop the skills and knowledge acquired/refined during the course. The first part of the project will incorporate project planning and design (preproduction), with occasional seminars on these and related topics. The second part of the project will involve project execution, including usability testing, and the development of an approved form of multimedia deliverable plus a final project report and presentation.

The subject convenor maintains a list of possible projects. Projects are normally drawn from this list, although projects outside this list may be possible. The projects are usually run as group projects, as the ability to work effectively as part of a team is an important attribute in the multimedia industry. It is expected that each project group will be liaising with an external or internal client. Where necessary, and at the discretion of the course coordinator, an external project adviser may be appointed.

Reference

HET910  Multimedia Project Design
12.5 Credit Points • 1 Semester • Variable depending on project: Typically an average of 1 Hour per Week • Hawthorn • Prerequisite: HET732 (or corequisite), Approval from Course Coordinator, HET910 may not be taken with HET811 •
Corequisites: HET732 • Teaching methods: Project • Assessment: Project(s), Project Progress

A subject in the Master of Multimedia.

Aims & Objectives

To enable the student to acquire practical experience in multimedia technology, synthesising skills learnt in other multimedia coursework subjects and successfully designing and planning a major project, preferably working in a team environment.

Content

The multimedia project subject is a subject for students in the final stage of the Master of Multimedia course. The project subject is one of a pair of two ‘capstone’ subjects, HET910 and HET911, intended to integrate and develop the skills and knowledge acquired/refined during the course. This subject will incorporate project planning and design (pre-production), with occasional seminars on these and related topics.

The subject convenor maintains a list of possible projects. Projects are normally drawn from this list, although projects outside this list may be possible. The projects are usually run as group projects, as the ability to work effectively as part of a team is an important attribute in the multimedia industry. It is expected that each project group will be liaising with an external or internal client. Where necessary, and at the discretion of the course coordinator, an external project adviser may be appointed.

Reference


HET911 Multimedia Project Production

12.5 Credit Points • 1 Semester • Variable depending on project. Typically an average of 1 Hour per Week • Hawthorn • Prerequisite: HET732 (or corequisite), HET910. Approval from Course Coordinator, HET911 may not be taken with HET911.

Corequisites: HET732 • Teaching methods: Project • Assessment: Project(s), Project Progress, Project Report

A subject in the Master of Multimedia.

Aims & Objectives

To enable the student to acquire practical experience in multimedia technology, synthesising skills learnt in other multimedia coursework subjects and successfully carrying out and completing a major project, preferably working in a team environment.

Content

The multimedia project subject is a subject for students in the final stage of the Master of Multimedia course. The project subject is one of a pair of two ‘capstone’ subjects, HET910 and HET911, intended to integrate and develop the skills and knowledge acquired/refined during the course. This subject will incorporate project execution, including usability testing, and the development of an approved form of multimedia deliverable plus a final project report and presentation.

The subject convenor maintains a list of possible projects. Projects are normally drawn from this list, although projects outside this list may be possible. The projects are usually run as group projects, as the ability to work effectively as part of a team is an important attribute in the multimedia industry. It is expected that each project group will be liaising with an external or internal client. Where necessary, and at the discretion of the course coordinator, an external project adviser may be appointed.

Reference


HGM502 Strategic Marketing

12.5 Credit Points • 1 Trimester • 2.5 Hours per Week • Hawthorn • Prerequisite: Nil • Teaching methods: Class Sessions involving Discussions, Student Presentations, Case Exercises and Active Participation of all Class Members • Assessment: Individual: Market Analysis Report; Group: Group Field Study

A Stage 1 subject in the Graduate Certificate of Business Administration, Graduate Diploma of Business Administration and the Master of Business Administration.

Aims & Objectives

The aim of this subject is to enable students to acquire knowledge and understanding of the principles of marketing with particular reference to managing the practical application of these within innovative and entrepreneurial organisations.

Candidates who satisfactorily complete this subject will possess the skills necessary to:

- Understand and apply principles of marketing.
- Recognise and create a marketing orientation within an organisation.
- Identify and evaluate opportunities through effective analysis of the business environment.
- Devise market entry strategies.
- Create and evaluate marketing plans.
- Manage the marketing function.

Content

- Entrepreneurship: entrepreneurship, key marketing concepts.
- Marketing strategy: marketing analysis tools, markets, customers, competitors, understanding customer behaviour, MIS & market research.
- Market-driven strategies: product, price, promotion, distribution, customer relationship management, technology and marketing.
- Marketing management: marketing planning, plans, implementation and control, management of the marketing function.

References


HGM505  Opportunity Evaluation
12.5 Credit Points  •  1 Trimester  •  2.5 Hours per Week  •  Hawthorn  •  Prerequisite: Nil  •  Teaching methods: Class Sessions involving Discussions, Student Presentations, Case Exercises and Class Participation  •  Assessment: Individual: 65%; Group: Syndicate work 40%
A Stage 1 subject in the Graduate Certificate of Business Administration, Graduate Diploma of Business Administration and the Master of Business Administration.

Aims & Objectives
On completion of the subject students will have obtained the tools and mindset to:
• Define the differences between an idea and an opportunity.
• Explain the different criteria surrounding new business ventures and innovation strategies.
• Analyse the risk attached to grasping opportunities.
• Utilise criteria to successfully screen opportunities.
• Identify how to find information that can be used in screening opportunities.
• Recognise personal criteria that can be used in evaluating new ventures and innovation strategies.
• Conduct their own evaluation process on potential opportunities.
• Confidently evaluate other proposed new ventures or innovation strategies presented to them.

Content
The focus of this subject is how to determine the difference between ideas and money making business opportunities. It covers the broad areas of:
• Financial and non-financial requirements for evaluating opportunities.
• Personal vs business requirements.
• The people dynamics.
• The options for growth.
Topics covered during the course include:
• Introduction to innovation.
• Sources of innovation.
• Opportunity recognition.
• New venture screening guide.
• Presentation skills.
• Group dynamics.
• Alternative business growth strategies.
• Evaluation of options and their implications.
• Techniques for evaluating innovation strategies

Reference

HGM506  Leading, Following and Team Dynamics
12.5 Credit Points  •  1 Trimester  •  2.5 Hours per Week  •  Hawthorn  •  Prerequisite: HGM501 or equivalent  •  Teaching methods: Class Sessions involving Experiential Exercises, Discussions and Class Participation  •  Assessment: Individual Paper 85%; Group Class Presentation 40%
A Stage 2 subject in the Graduate Diploma of Business Administration and the Master of Business Administration.

Aims & Objectives
On completion, students should have developed:
• An appreciation of literature related to innovative leadership.
• An understanding of a range of conceptual approaches to leadership/ followership and group dynamics.
• A capacity to identify and analyse group-as-a-whole dynamics in relation to leaders;
• Increased awareness of group processes that inhibit or enable innovative leadership in small and large groups.
• An ability to evaluate entrepreneurial dynamics within broader business systems.
• Enhanced skills for managing in groups and heightened awareness of their own leadership capacities at work.

Content
The unit is workplace-focused, student-centred and experiential, including:
• A theoretical foundation for understanding interpersonal, group and inter-group dynamics.
• Experiential exploration of students’ capacities in the ‘here and now’ for leading and following.
• A research project carried out in their own workplace.
• Reflective discussion and written analysis of the relationship between concept and experience in managing group dynamics.

Reference

HGM552  Finance for High Growth Businesses
12.5 Credit Points  •  1 Trimester  •  2.5 Hours per Week  •  Hawthorn  •  Prerequisite: HGM503 or equivalent  •  Teaching methods: Classes, Syndicates and Team Projects  •  Assessment: Individual Assignment 40%; Test 20%; Exam 40%
A Stage 2 subject in the Graduate Diploma of Business Administration and the Master of Business Administration.

Aims & Objectives
The aim of this subject is to give students an understanding of the aspects of financial management that impact strategy and to see finance itself as a series of strategic choices. Students should be able to:
• Apply this knowledge in entrepreneurial start-up and high-growth situations.
• Identify and apply the basic conventions and doctrines of managerial and cost accounting, and other generally accepted principles which may be applied in the contemporary cost management models.
• Apply major contemporary issues that have emerged in managerial accounting.
• Apply a number of issues relating to the design and implementation of cost management models in modern firms.

Content
• Risk management: risk vs return.
• Value: creation of value from operations.
• Strategic cost management analysis (value/supply chain).
• EVA (balanced score card).
• Cost of capital.
• Operational issues: cash flow statements – analysis.
• Managing working capital.
• Investment decision-making.
• Sources of finance.
• Venture capital and requirements of venture capitalists.
• Impact on capital structure of financing decisions.
• Advanced management accounting topics.

Reference
Aims & Objectives
By the end of the trimester, students will be able to:

- Prepare a business plan as the outcome of strategic thinking.
- Recognise viable venture opportunities.
- Create an effective business plan for a new and/or high-growth business.
- Explain the various business entry strategies available to entrepreneurs.
- Identify the skills needed and the means available to collect market information about new business ventures.
- Develop a marketing plan.
- Describe the various sources of capital for new ventures and the critical skills needed to evaluate and select the most appropriate sources for a specific venture.
- Read and use financial statements to develop a financial plan.
- Develop operating procedures.
- Create contingency plans and identify risks.
- Identify members of infrastructure and build a management team.
- An analytical methodology to select optimum strategy.

Content
Topics will include:

- Why write a business plan?
- The business plan outline, executive summary, format and writing tips.
- Management and organisation plan, including team formation.
- Entrepreneurial characteristics and myths.
- Business start-up.
- Concept development and presentation.
- The management team.
- Infrastructure.
- Legal forms of organisation.
- Intellectual property.
- Market research and analysis.
- Information management.
- Financial issues including: cash flow statements, financial plans, financial management, venture capital, raising money and negotiation.

References

HGM554 eBusiness Design for Competitive Advantage
12.5 Credit Points • 1 Trimester • 2.5 Hours per Week • Hawthorn • Prerequisite: HGM564 or equivalent • Teaching methods: Class Sessions involving Discussions, Student Presentations, Case Exercises and Class Participation • Assessment: Class Discussion Participation 10%; Evaluation of Information Systems, IT Applications or Websites 20%; eBusiness Modelling Report 30%; Syndicate Business Process Redesign for a Business Unit Transition to eBusiness 40%
A Stage 2 subject in the Graduate Diploma of Business Administration and the Master of Business Administration.

Aims & Objectives
The focus of this subject is on the integration of information technology and internet-enabled systems with the purpose of developing a business strategy to improve performance and gain competitive advantage. Conventional thinking needs to be transformed to successfully manage the information technology implications and opportunities for business.
Strategic planning and eBusiness modelling concepts and techniques will be applied to design an information technology-enabled business unit. The emphasis will be on the contextualisation of concepts and techniques to the eBusiness environment, including adapting patterns of thinking.
Exploration of the shift from eCommerce to eBusiness will demonstrate the need for process re-engineering and business redesign. A balanced approach will be taken to information system design, including aspects of finance and performance measurement, customer-related communication and data warehousing systems, knowledge management and learning systems, project management, service and decision support systems.
The application of management techniques using the processes of data mining will be explored and the skills of not-knowing and precision questioning will be developed. A management perspective rather than a technology specialist approach is taken.
On completion of this subject students will be able to:

- Describe process innovation, eBusiness design and architecture.
- Develop an eBusiness model for a high performance business unit.
- Redesign business processes in preparation for the implementation of technology-based systems.
- Understand the main design and value-adding features, including quality, time and cost, of different information systems applications.
- Evaluate management information systems from a strategic perspective in terms of technology, behaviour and culture.
- Scan the eBusiness environment and recognise trends and patterns of success and failure.
- Understand the concepts of soft systems methodology for systematically managing information, learning and change.
- Experience the building of a simple website for knowledge management purposes.
- Apply a selection of strategic performance management tools to gain value and relevant information for strategic decision-making from well-designed data warehouses.

Content
The context for study in this subject will be the business unit making the transition from more traditional strategies to eBusiness:

- eCommerce to eBusiness: history, distinctions and future directions.
- Strategic transformation and information technology: generational change.
- Process redesign and organisational restructuring for eBusiness.
- eBusiness modelling.
- Systems design: transaction processing, supporting management and decision-making, data and knowledge management.
- Information technology, systems and website evaluation from a management perspective.
- Website design and build for knowledge management purposes.
- Data mining skills for management problem analysis and decision-making purposes.
- Developing effective online communication strategies.

References

HGM555 Organisation Dynamics
12.5 Credit Points • 1 Trimester • 2.5 Hours per Week • Hawthorn • Prerequisite: Nil • Teaching methods: Class Sessions involving Discussions, Reflective Activities, Presentations and Class Participation • Assessment: Individual Essay 60%, Individual Report 40%
A Stage 1 subject in the Graduate Certificate of Business Administration, Graduate Diploma of Business Administration and the Master of Business Administration.

Aims & Objectives
On completion students will have developed:

- A basic working understanding of team dynamics at the group level.
- A questioning and critical approach to the literature studied and an ability to further develop independent reading in the area of organisational dynamics and innovative management.
- A working understanding of critical concepts such as ‘institution-in-the-mind’, organisational purpose, task, rules, structures, organisational diversity, communication, leadership, authority, representation, management, risk-
taking, and informed judgement (where a working understanding means the ability to bring together concepts, experience and observations).

- A capacity to access and learn from their experience in organisational settings, and from their experience in leadership and management roles (both in the classroom and in their work or other organisations).

- A capacity to realistically evaluate their own and others’ interpersonal skills and to develop enhanced observational, self-reflective and communication skills.

- A personal framework for exploring and developing their own managerial capacities, which includes a working understanding of management style, the impact of life experience on taking up a managerial role, characteristics of innovative and creative management, capacity to work in uncertainty and ambiguity, capacity to read and act within the interpersonal and group contexts for management.

- A capacity to work with others on an action learning project.

Content
This unit will focus around the questions:

- What is an entrepreneurial organisation?
- What is innovative management?
- What sort of manager am I?
- What alternatives do I have?
- What are the group dynamics that support an entrepreneurial organisation and innovative management?

A working understanding of ideas and actions will be sought. This means an ongoing linking of theory, the student’s own experience and the development of appropriate inquiry methods.

Students will be given a framework for exploring and changing (through experiential classwork and action learning based in the workplace) their own capacities as innovative managers. Students will work in small learning groups while adapting the framework to their own circumstances. They will be expected to develop a working action learning contract that must be ratified and evaluated by all small group members. Students will act as ‘consultants’ to others in the small groups during the progress of their action learning project. They will also attend to ‘here and now’-dynamics of their small groups and the effects these have on members action learning projects.

The idea of the work organisation will be examined. The concept of ‘institution-in-the-mind’ will be introduced as a springboard for the exploration of student’s implicit ideas about organisation, its genesis and effects. Ideas such as purpose, task, structures, roles, leadership, authority, representation, communication, diversity and management will be explored.

References


HGM601A Integrating Project
HGM601B
HGM601C

25 Credit Points • 2 Trimesters • Hawthorn • Prerequisite: All Stage 1 subjects or equivalent • Teaching methods: Research Methodology Seminar. A variety of learning methods will be employed, including Lecture Discussion, Seminar, Experiential and Practical Learning Exercises • Assessment: Research Proposal and Project

A Stage 3 advanced elective subject in the Master of Business Administration suite.

Aims & Objectives
The Integrating Project draws on the four core subjects of the MBA program (Technology, Leadership, Strategy and Finance) and is developed within the context of enterprise, innovation and international business. By the end of the project students will have: systematically approached an organisational issue and studied the effects of their own reflection and action with respect to the issue and extended their capabilities in the area.

Students will be encouraged to think critically and analytically about the principals that are introduced. This will involve active participation and interaction with other students in constructively evaluating each other’s work. The outcome of the research seminar will be a proposal for the integrating project.

Content
The Integrating Project will take the form of applied management research. Types of applied research include:

- Case Study Projects
- Management Consulting Projects
- Action Enquiry Projects
- Consulting Projects

Consulting Projects are undertaken when the purpose is to use a particular methodology or approach to address a specific performance problem.

Management Consulting Projects
A process of identifying what needs to be done and establishing action plans to achieve the desired performance outcomes is followed. Consulting Projects are undertaken when the purpose is to use a particular methodology or approach to address a specific performance problem.

References


HGM604 Entrepreneurial Strategy

12.5 Credit Points • 1 Trimester • 2.5 Hours per Week • Hawthorn • Prerequisite: Stage 1 subjects and HGM553 or equivalent • Teaching methods: Classes and Case Study Discussion • Assessment: Individual Contribution to Case Study Discussion and Debate 35%; Written Assignments 25%, Case Research Project 40%

A Stage 2 subject in the Master of Business Administration suite.

Aims & Objectives
By the end of the trimester, students will be able to:

- Identify the strategy concept and organisation concept of a corporation.
- Recognise the relevance of these concepts to the contexts of entrepreneurship, maturity, diversification, innovation and professionalism.
- Recognise how ‘entrepreneurial’ management differs from ‘professional’ management.
- Understand the importance of ‘culture’ in an organisation and its effect on venture opportunities.
- Design new ventures to optimise the odds for success in a corporate framework.

Content
The venture process and corporate strategy:

- Formulating strategy.
- Strategy analysis.
- Strategy formation.

Venture organisation and culture:

- Structure and systems.
- Power and decision-making.
- Culture and social responsibility.

Venture generation – entrepreneurial and innovation concepts:

- Competitive strategy.
- Adhocracy.
- Not-for-profit/public sector.

Changing management needs during the ventureship cycle:

- Doing more with less.
- International perspectives.
- Managing transition.
Aims & Objectives
Students who successfully complete this unit will have:

- Explored consulting processes as an aspect of the manager’s role and as an independent role.
- Distinguished between various styles and types of consultancy.
- Appreciated the complex dynamics of the client/consultant relationship.
- Developed skills in consulting to organisational change processes.
- Examined values and ethical issues for consultants.

Reference

HGM607 Organisational Change Management
12.5 Credit Points • 1 Trimester • 2.5 Hours per Week • Hawthorn • Prerequisite: All Stage 1 subjects and HGM551 or equivalent • Teaching methods: Seminars; Experiential Exercises • Assessment: Organisational Communication Audit or Action Research Project 80%; Group Task 40%
A Stage 3 advanced elective subject in the Master of Business Administration suite.

Aims & Objectives
On completion, students should have developed:

- An understanding of the approaches to and theories of organisations, communication and organisational communication.
- A capacity to identify the communication dimensions of critical organisation issues, practices and structures, organisational culture and diversity.
- Action research communication skills to enhance innovation through organisational climate.
- An ability to organise and carry out an analysis/audit of organisational communication.
- An ability to recognise and select strategies and practices associated with the improvement of organisational communication.
- A recognition of the powerful effect that context and intent have on modes of communication, especially during periods of organisational transition.
- An understanding of a model for selecting the best modes of communication for a learning organisation within the process of action learning.

Content
The unit is workplace-focused, student-centred and experiential. It includes:

- Theories of organisation and communication, and concepts underlying organisational communication, including culture, climate, information flow and technology.
- Experiential exploration of organisational issues central to the workplace.
- An organisational communication audit in the workplace or action research project.
- Reflective discussion on change processes and organisational communication at the individual and organisational levels.

Reference

HGM608 Entrepreneurial eBusiness and Strategic Transformation
12.5 Credit Points • 1 Trimester • 2.5 Hours per Week • Hawthorn • Prerequisite: All Stage 1 subjects and HGM551 or equivalent • Teaching methods: Class Sessions involving Discussions, Student Presentations, Case Exercises and Class Participation • Assessment: Insight Paper 15%; Reflective Paper 15%; Virtual Community Applications in the Workplace 40%; Group/Individual Research Report 30%
A Stage 3 advanced elective subject in the Master of Business Administration suite.

Aims & Objectives
Given the transformational change required to operate as a global eBusiness and the ongoing necessity for rapid incremental change, entrepreneurial activity is increasing with both high rewards and disasters being widely reported. Earlier studies have addressed the challenges of making the transition to eBusiness. In
this subject, the challenge of being entrepreneurial and creative is explored in relation to the emerging patterns of change and generation of opportunities. Many of the spectacular cases of emergence, exponential growth and rapid demise will be studied in order to apply an understanding of the nature of eBusiness development and the drivers of success and financial benefits in the context of eBusiness. Managers are currently seeking answers to the requirements and success factors for managing new business ventures in the eBusiness environment.

In studying this subject students will:

- Analyse the driving forces for success and the impact of electronic commerce in multi-unit international businesses.
- Analyse eBusiness case studies applying eCommerce in different industries.
- Express ideas and implement management roles using interactive multimedia tools.
- Provide an opportunity for students to work in a team to capture and elaborate an eBusiness idea, develop a strategic plan and begin to develop some of the components that would be required to convince other parties to support the new venture.

After completing this subject, students will be able to:

- Understand the importance of entrepreneurship and ongoing innovation in the eBusiness environment.
- Develop the skills required to integrate the management demands relating to technology and information systems in a complex organisation.
- Develop an identity as an eBusiness manager ready to manage technology and information across an enterprise operating in a global market with multiple business units.
- Apply and integrate knowledge and skills developed in other streams of study to an eBusiness venture.
- Assess strategic opportunities giving attention to people, technology, process, environment and changing trends.
- Explore the fundamentals of expert and intelligent systems and the developments in decision support systems.
- Understand and apply systematic approaches with flexibility to a range of information technology and computing resource management functions.
- Identify and successfully deal with sustainability, cultural and ethical issues in managing a global eBusiness venture.

Content

A broad view is taken of technology and information systems, including:

- Success drivers in eCommerce and the far reaching impact of its application on business.
- A closer examination of retailing and eCommerce.
- Internet consumers and customer relationship management.
- eMarketing.
- eCommerce for service industries.
- Business-to-business eCommerce.
- Object-oriented systems development and soft system methods as examples of information management approaches that can benefit managers working in complex, problematic, uncertain and ambiguous situations involving human activity.
- Electronic payment systems.
- eCommerce strategy and implementation.
- Infrastructure of eCommerce.
- Virtual communities.
- Expert and intelligent systems.
- Decision support technologies: machine learning, data mining and discovery, creativity, intelligent modeling and model management.

References


In addition students will be directed to relevant websites and encouraged to research other online resources.

HGM609  Building an Integrated eBusiness Infrastructure

12.5 Credit Points  1 Trimester  2.5 Hours per Week  Hawthorn  Prerequisite: All Stage 1 subjects and HGM654 or equivalent  Teaching methods: Students may choose a combination that suits their location, timing, work commitments and style of learning  Assessment: Project Brief to the Board of Directors 30%; Report on Building the eBusiness 40%; Reflection of Learning in Relation to Asking the ‘Right (Creative) Questions’ 30%

A Stage 3 advanced elective subject in the Master of Business Administration suite.

Aims & Objectives

This subject bridges the gap between IT infrastructure, eCommerce and knowledge-based frameworks to build an eBusiness. The subject extends earlier studies in eCommerce modelling and design, strategic transformation and entrepreneurial eBusiness to the next stage. It goes beyond theory to implementation in the broadest sense. The purpose of this subject is to answer the many questions posed by management during the process from idea to investment. Participants establish a development/implementation plan for an eBusiness, to the stage where it is ready to go to the Board for decision purposes. An important skill to be learnt by students in this process is to pose the right questions.

A sample of questions that might be asked includes:

- What are the key characteristics of the industry environment that will influence success?
- What is the eBusiness model that will generate competitive advantage?
- Will the current IT infrastructure be modified, or will new solutions be created?
- What do you invest in, and how do you sequence your decisions when each framework can take three years to implement?
- How will the interrelated frameworks of CRM, resource planning, order management, supply chain and evaluation of investments be integrated?
- What changes are needed to ensure the cohesive management of implementation?
- How will the contributing players work together for eCommerce blueprint planning?
- How will priorities be addressed?
- How will the business case and investment justification be developed?
- How will implementation planning, application development and deployment be managed?
- What dimensions will be addressed in assessing feasibility?
- How will the stakeholder buy-in be achieved?
- What are the critical drivers of rapid and successful implementation and deployment?

Content

This subject may be studied using different combinations of the following learning resources and activities to form a flexible learning approach for each student. Students may choose a combination that suits their location, timing, work commitments and style of learning, from the following resources:

- Subject outline and learning guide in print.
- Plus online learning resources.
- Seminars including team-based activities.
- Independent study and syndicate activities.
- Face to face.
- Electronic synchronous or asynchronous discussions.
- Email communication.
- Telephone or fax individual consultation.
- Negotiated work-based assessment tasks and learning contract framework.

References


In addition, students will be directed to relevant websites and encouraged to research other online resources.
HGM610 Strategy for Competitive Advantage
12.5 Credit Points • 1 Trimester • 2.5 Hours per Week • Hawthorn • Prerequisite: HGM611 Management and Innovation
Aims & Objectives
The underlying theme of this subject is ‘application’, i.e. combining students’ own experiences with the knowledge they have gained in the MBA subjects completed so far and applying that combination to a real-life situation. This approach will give students an appreciation of the strategy drivers of their organisation, as well as their sensitivity in relation to establishing competitive advantage. It should also help students to understand competitive advantage as it relates to their careers.

Content
- The world tomorrow: What trend breaks can we expect in the future? Are the students as well as their organisations fit for the future? If not, what actions should they take to rectify the situation?
- Competitive advantage through a demand/customer rather than a supply-driven approach. In a world full of turbulence a pro-active (opportunities) rather than a reactive (solving existing problems only) approach is required.
- Competitive advantage through rethinking the way we execute. It deals with the question: ‘Is there a totally different way to execute, to do business?’

Underpinning each of these topics is a need for students to develop a capacity for breakthrough thinking, i.e. a capacity to rethink strategy in a more creative/entrepreneurial way.

References
No text required. Readings as advised.

HGM611 Management and Innovation
12.5 Credit Points • 1 Trimester • 2.5 Hours per Week • Hawthorn • Prerequisite: HGM610 Strategy for Competitive Advantage
Aims & Objectives
To provide an understanding of individual creativity drawing upon research findings of the last three decades.

Content
- Management of innovation.
- The human brain.
- Concepts of creativity.
- Techniques for idea generation.
- New product development and research and development.
- Seeking opportunities in a changing environment.
- Adapting management styles and organisation to fit change and encourage innovation.
- Entrepreneurship and intrapreneurship: new ventures and risk-taking.

References
No text required.

HGM612 Capital Markets and Tax for High Growth Business
12.5 Credit Points • 1 Trimester • 2.5 Hours per Week • Hawthorn • Prerequisite: All Stage 1 subjects or equivalent • Corequisites: HGM652 • Teaching methods: Lectures, Discussions and Individual and Syndicate Presentations • Assessment: Individual Assignment 65%; Group Assignment 35%
A Stage 3 advanced elective subject in the Master of Business Administration suite.

Aims & Objectives
The main aims of this subject are to develop an understanding of the range of financial institutions, instruments and markets within a modern financial system and the impact of current taxation legislation and practices, for the purpose of making financial decisions in an ever-changing and increasingly competitive business environment.

In particular, the subject will provide an understanding of the workings of financial markets and their participants, and introduce students to the range of financial instruments available in Australia and the markets within which these instruments are created and traded. It will also provide an understanding of issues in the Income Tax Assessment Act which have a major impact on business decision-making.

Given the complexity and speed of change within the Australian and international financial and taxation systems over recent years, the subject will concentrate on the current practices adopted in both the operation and structure of financial institutions, markets and institutions, and the taxation system.

Content
- Corporate funding decisions and financial markets.
- Banks and financial institutions.
- Equity markets: share markets and the corporation.
- Equity markets: participants in the market: companies raising funds and investors.
- Corporate debt market: short-term debt.
- Corporate debt market: medium- to long-term debt.
- Funding from offshore sources.
- Taxation aspects of corporate finance.
- Taxation of business entities.
- Capital Gains Tax (CGT) issues.
- Tax planning techniques.
- Goods and Services Tax (GST).

References
Australian Income Tax Assessment Act, CCH Core Legislation (as amended).

HGM613 Finance Risk Management
12.5 Credit Points • 1 Trimester • 2.5 Hours per Week • Hawthorn • Prerequisite: All Stage 1 and HGM652 or equivalent • Teaching methods: Lectures, Discussions, Individual and Syndicate Presentations • Assessment: Individual Assignment 20%; Multiple-Choice Tests (3) 30%, Final Examination 50%
A Stage 3 advanced elective subject in the Master of Business Administration suite.

Aims & Objectives
Ability to:
- Understand the causes of risk associated with volatile movements in prices.
- Appreciate the role and features of derivatives in the management of risk associated with financial instruments, trade settlements and commodity prices.
- Describe specifically the financial institutions and markets providing the risk management function.
- Apply portfolio theory as a risk management strategy.

Content
- Overview – the nature of risk. Financial markets and institutions providing the risk management function. Different types of risk.
- Corequisites: HGM652
- Teaching methods: Lectures, Discussions and Individual and Syndicate Presentations • Assessment: Individual Assignment 25%; Final examination 45%; Group Assignment 30%
• Option pricing models – the binomial model and the Black-Scholes model.
  Basic option strategies.
• Applications of options to produce more complex strategies, e.g. spreads and
  other combinations.
• Forwards and futures markets and contracts. Spot pricing. The concept of
duration.
• Pricing of forwards and futures.
• Hedging with forwards and futures – options on futures.
• Currency forwards, futures and options.
• Swaps – currency and commodity swaps.
• Interest rate swaps, caps and collars.
• Portfolio theory.
• Capital Asset-Pricing Model.
• International finance issues.

Reference

HDDS511B Group Multimedia Project 7

25 Credit Points  • 1 Semester  • 6 Hours per Week  • Prerequisite: Nil
  Teaching methods: Projects will be conducted in a studio environment, on location,
  through lectures, student consultation/discussion, demonstrations and critiques
  • Assessment: Group Work, Project Progress

A subject in the Graduate Diploma of Design (Design Studies).

Aims & Objectives
• To further develop an understanding of the practice of design and narrative
  structure in multimedia design methods and technology.
• To encourage creative and expressive development of design, narrative form
  and sequenced image-making for multimedia.

Content
This subject consists of a major group project through which students will
investigate aspects of design and sequence for multimedia outcomes. This will
be a group-determined project. The project will develop the special principles of
design that help the design process in various media. Projects and workbooks will
describe the design strategies that inform the practice of multimedia design.
Presentations will provide an understanding of the structural, sequencing and
spatial organisation that describes aspects of visual communication. Investigations
will continue into audio, video, animation, filmic imagery and 3D modelling
requirements for digital delivery.
As part of this subject students will submit a minor thesis that will explore issues
relating to their major project. Issues such as contextuality, technology delivery and
content development and reasoning will be raised and discussed.

References
Cotton, B. & Oliver, R., A Cyberspace Lexicon: An Illustrated Dictionary of Terms
Cotton, B. & Oliver R., Understanding Hypermedia: From Multimedia to Virtual

HIM101 Introduction to Integrative/Complementary Medicine

10 Credit Points  • 4 Weeks  • 5 Hours per Week  • Hawthorn
  Online/Distance Education/Learning  • Prerequisite: Nil
  Teaching methods: Lectures/Tutorials, Clinical Demonstrations, Journal Review
  • Assessment: Continuous

A subject in the Graduate Certificate/Diploma of Integrative Medicine.

Aims & Objectives
Involves general discussion on the purpose and content of the course and an
introduction to the principles of integrative/complementary medicine.

Content
The subject will consist of an introduction to:
• Nutritional & Environmental Medicine
• Acupuncture
• Herbal Medicine
• Exercise/Sports Medicine
• Musculoskeletal Medicine
• Mind/Body Medicine

Recommended reading
British Medical Association, Complementary Medicine: New Approaches to Good
Micozzi, M.S. (ed.), Fundamentals of Complementary and Alternative Medicine,

HIM102 Introduction to Nutritional and Environmental Medicine

20 Credit Points  • 8 Weeks  • 5 Hours per Week  • Hawthorn  • Prerequisite: Nil
  Teaching methods: Lectures/Tutorials, Clinical Demonstrations, Journal Review
  • Assessment: Continuous

A subject in the Graduate Certificate/Diploma of Integrative Medicine.

Aims & Objectives
The emphasis in this subject will be to introduce the principles of nutritional and
environmental medicine. The practical application of nutritional and environmental
medicine to common problems will also be discussed.

Content
Topics include:
• Macro & Micro Nutrients
• Food Sensitivity
• Nutrition and Heart Disease
• Nutrients and the Brain
• Environmental Chemicals and Disease
• Antioxidants, Bioflavonoids
• Nutritional Management of Diabetes incl. Hypoglycemia
• Laboratory Nutritional Measurement
• Nutritional Aspects of Behavioural Problems incl. Eating Disorders, Neurosis
• Geriatric Problems including Dementia
• Nutritional Aspects of Women’s Health
• Nutritional Aspects of Paediatric Disorders
• Nutritional Aspects of Men’s Health
• Gastrointestinal Disease
• Nutrition in Cancer Prevention
• Nutrients and Cancer
• Osteoporosis and Arthritis

Recommended reading
Florence, T.M., Setright, R.T., The Handbook of Preventive Medicine, Kingsclear
Shils, M.E., Olson, J.A., Shike, M., Modern Nutrition in Health & Disease, Lea and
Werbach, M.R., Nutritional Influences on Illness, Third Line Press, California,

HIM202 Musculoskeletal/Physical Medicine and Sports Medicine

20 Credit Points  • 8 Weeks  • 5 Hours per Week  • Hawthorn
  Distance Education/Learning  • Prerequisite: Nil
  Teaching methods: Lectures/Tutorials, Clinical Demonstrations, Journal Review,
  Distance Education (including Clinical Intensives)
  • Assessment: Continuous

A subject in the Graduate Certificate/Diploma of Integrative Medicine.
Aims & Objectives
Provides basic information relating to musculoskeletal/physical medicine and an introduction to clinical methods. Emphasis is placed on the diagnosis of musculoskeletal problems through history and examination plus mobilisation and manipulation techniques.

Content
The Exercise/Sports Medicine element involves an introduction to the physiology of exercise and the management of sports injury, including the health benefits of exercise. Emphasis is on the benefits of exercise, including factors that enhance performance. The basics of sports injuries and their management are also included.

Musculoskeletal/Physical Medicine topics include:
- Principles of manual therapy
- Manual therapy of the cervical spine
- Needling techniques
- Manual therapy of the lumbar spine
- Introduction to pain management
- Manual therapy of the thoracic spine
- Introduction to myofascial pain
- Manual therapy of the spine: revision

Exercise/Sports Medicine topics include:
- Exercise physiology measures of fitness & exertion
- Exercise nutrition
- Medical conditions and exercise
- Psychology of exercise and exercise promotion
- Injuries: presentation & profile
- Acute management of injuries, investigation & prevention of injuries
- Specific injuries, head & neck, chest and upper limb
- Specific injuries, abdominal, back and lower limb

Recommended reading

HIM203 Acupuncture
10 Credit Points  • 4 Weeks  • 5 Hours per Week  • Hawthorn/Distance Education/ Learning  • Prerequisite: Nil  • Teaching methods: Lectures/Tutorials, Clinical Demonstrations, Journal Review, Distance Education (including Clinical Intensives)  • Assessment: Continuous
A subject in the Graduate Certificate/Diploma of Integrative Medicine.

Aims & Objectives
Focusses on the principles of acupuncture and its clinical application.

Content
Topics include:
- TCM theory
- Qi Gong
- Acupuncture theory
- Practical acupuncture
- Acupuncture in general practice & certified acupuncture training
- Simple needling for common acute problems (demonstration & practice)
- Qi healing and intentional healing
- Technology and research in acupuncture
- General review and discussions

Recommended reading

HIM204 Herbal Medicine
20 Credit Points  • 8 Weeks  • 5 Hours per Week  • Hawthorn/Distance Education/ Learning  • Prerequisite: Nil  • Teaching methods: Lectures/Tutorials, Clinical Demonstrations, Journal Review, Distance Education (including Clinical Intensives)  • Assessment: Continuous
A subject in the Graduate Certificate/Diploma of Integrative Medicine.

Aims & Objectives
Principles of herbal medicine and their role in the treatment of specific disease.

Content
An overview of the various herbs that have been scientifically shown to be useful in the prevention and treatment of illness. Topics include:
- Neuro-vascular problems
- Behavioural problems
- GIT and liver
- Skin, musculo-skeletal
- Urological incl. prostate
- Gynaecological problems
- Respiratory problems
- Cardiovascular
- Chinese herbal
- Gynaecological and other common clinical problems
- Endocrine: thyroid, diabetes
- Ayurvedic herbal

Recommended reading

HIM205 Mind/Body Medicine
20 Credit Points  • 8 Weeks  • 5 Hours per Week  • Hawthorn/Distance Education/ Learning  • Prerequisite: Nil  • Teaching methods: Lectures/Tutorials, Clinical Demonstrations, Journal Review, Distance Education (including Clinical Intensives)  • Assessment: Continuous
A subject in the Graduate Certificate/Diploma of Integrative Medicine.

Aims & Objectives
Mind-body medicine focuses particular therapeutic attention upon the role of the mind-body relationship in illness and health. The essential therapeutic aim is to promote bodily health and healing via the modality of mind - and through the mind-body relationship.

The role of meditation in the treatment and prevention of disease is recognised by the Australian Medical Association as well as the Royal Australian College of General Practitioners.

Content
Topics include:
- Mind/body communication
- Stress & health
- Yoga & creative dance
- Physiology of mind/body medicine
- PNI - meditation 1
- The holistic approach: ideal or reality
- Transcendental meditation (TM)
- Personality & health
- Emotional process work
- Hypnosis and healing
Aims & Objectives

To provide the skills to interpret uncertainty statements in calibration reports.
To develop an understanding of a selection of terms taken from the ISO (1993).
To develop technical skills in using important metrological instruments and to apply the information.
To become familiar with National and International organisations (NATA, NSC, CSIRO, ISO, SA, BIPM) involved in administering measurement standards, and be able to the organisation as well as explain the role of each organisation in Australia’s measurement system.

Content

Introduction to Measurement and Metrology:
- Definition of measurement and its role in quality and quality assurance.
- History and philosophy of measurement.
- Economic and social impact (economic benefits, international trade, need for investment in equipment and training, importance of equipment histories).
- Tolerancing and interchangeability.
- Basic measurement principles.

Measurement Infrastructure:
- The SI system (definitions, units, realisation).
- Traceability.
- The international measurement system (BIPM, OIML, ISO, international agencies and treaties, international comparisons, NMIs, regional groupings).
- Australia’s measurement system (NML, NATA, NSC, SA, Verifying Authorities, Trade Measurement System).
- Relationship between infrastructure and working laboratory.
- Recent developments in Australian and international metrology.

Terminology:
- Meaning of metrological terms.
- Review of various glossaries (AS 3807-1988, and other related standards).
- Understanding calibration reports and documentary standards.

General measurement tools and techniques:
- Temperature (Temperature scale, thermometers and their use, the influence of temperature on measurements).
- Pressure (Units of pressure, pressure gauges, the influence of pressure on measurements).
- Time and frequency (overview of time and frequency scales, instruments).
- Length (units, simple instruments, influence of temperature).

References

Miles, J., An Introduction to Error and Uncertainty Calculations, Technical Memorandum 1, CSIRO, NML, Australia.

HIR102 Measurement Systems

12.5 Credit Points • 1 Semester • Hawthorn • Prerequisite: Nil • Teaching methods: Distance Education • Assessment: Assignments (4 x 25% each)A subject in the Graduate Certificate in Metrology and Quality.

Aims & Objectives

To develop an understanding of the international and national measurement infrastructure.
To develop an appreciation of the significance and process of traceability in measurement.
To provide the technical skills to identify the measurement organisations in Australia and their role in metrology.
To develop an understanding of the basic metrological terms and to be able to define and/or distinguish between a selection of terms taken from AS 3807–1998 “Vocabulary of basic and general terms in metrology” (for example, discrimination, resolution, repeatability, stability, accuracy).
To become familiar with National and International organisations (NATA, NSC, CSIRO, ISO, SA, BIPM) involved in administering measurement standards, and be able to the organisation as well as explain the role of each organisation in Australia’s measurement system.

Content

Introduction to Measurement and Metrology:
- Definition of measurement and its role in quality and quality assurance.
- History and philosophy of measurement.
- Economic and social impact (economic benefits, international trade, need for investment in equipment and training, importance of equipment histories).
- Tolerancing and interchangeability.
- Basic measurement principles.

Measurement Infrastructure:
- The SI system (definitions, units, realisation).
- Traceability.
- The international measurement system (BIPM, OIML, ISO, international agencies and treaties, international comparisons, NMIs, regional groupings).
- Australia’s measurement system (NML, NATA, NSC, SA, Verifying Authorities, Trade Measurement System).
- Relationship between infrastructure and working laboratory.
- Recent developments in Australian and international metrology.

Terminology:
- Meaning of metrological terms.
- Review of various glossaries (AS 3807-1988, and other related standards).
- Understanding calibration reports and documentary standards.

General measurement tools and techniques:
- Temperature (Temperature scale, thermometers and their use, the influence of temperature on measurements).
- Pressure (Units of pressure, pressure gauges, the influence of pressure on measurements).
- Time and frequency (overview of time and frequency scales, instruments).
- Length (units, simple instruments, influence of temperature).


- Problem solving (experimental design, thought experiments, tools for thought).
- Instrumentation (instrument characteristics and specifications such as hysteresis, resolution, linearity, etc., interpreting specifications).
- Data logging techniques and software.

**References**


**HIR103 Calibration, Documentation and Laboratory Management**

12.5 Credit Points  •  1 Semester  • Hawthorn  • Prerequisite: Nil  • Teaching methods: Distance Education

A subject in the Graduate Certificate in Metrology and Quality.

**Aims & Objectives**

- To understand the purpose and benefits of a quality system.
- To develop technical skills for writing and updating a quality manual.
- To understand the different quality standards and their purpose.
- To understand the calibration process.
- To manage a reasonably complex measurement system.

**Content**

Introduction to Management of a Quality System:
- What is quality and why manage it?
- Relationship between metrology and quality.
- Develop understanding of quality, demonstrating its importance to trade and to operating a sustainable successful business enterprise.
- Quality management and its current style of application.
- Reasons behind the success of quality management.
- How do we manage for quality?
- Concepts and tools for managing with quality.
- Application of the quality management concepts and tools.
- How do we implement a Quality Management System?
- Understand the place of quality management systems within the broader context of TQM.
- Identify the most appropriate quality system standard and its purpose and benefits for different organisations.
- Identify the required procedures.
- Write a quality manual, procedures and work instructions.
- Plan and execute the development and implementation of a quality system.

Calibration of Measuring/Test Equipment:
- Requirements of quality standards with respect to traceability.
- What elements require calibration and to what standard?
- NATA accreditation.

Care and use of reference equipment:
- Understanding what equipment is necessary for ‘in-house’ calibration of measuring/test equipment.
- The use of and the environment in which the reference equipment is used.

Laboratory Management:
- Resource management.
- Economics of calibration.
- Managing projects.
- Managing communications (outside and inside).
- Establishment and Maintenance of documentation/records.

**References**


ISO Standards on Quality: QS 9000.


**HIR104 Metrology and Quality Practices**

12.5 Credit Points  •  1 Semester  • Hawthorn  • Prerequisite: Nil  • Teaching methods: Distance Education  • Assessment: Project(s)  

A subject in the Graduate Certificate in Metrology and Quality.

**Aims & Objectives**

- To show an understanding of the elements of metrology and quality by competent verbal responses and demonstration of technical skills.
- To be able to design practical measurements according to metrological practices and standards.
- To acquire practical skills in carrying out experiments and measurements using standard equipment and instruments.
- To analyse the results of real experiments and to report the findings using accepted techniques and procedures.

**Content**

Students select one of four specialisations.


**References**

Coursework and laboratory notes.

References from the other units.

**HIR106 Product Management and Innovation**

12.5 Credit Points  •  1 Semester  • Hawthorn  • Prerequisite: Nil  • Teaching methods: Distance Education  • Assessment: Project 100%

A subject in the Graduate Certificate, Graduate Diploma and Master of Engineering in Microsystem Technology.

**Aims & Objectives**

Successful products must meet internal and external customer needs and satisfy the ultimate consumer/user while complying with the internal business objectives of the designer/producer company. These general product requirements are equally
valid whether the products are services or physical goods. This subject focuses on the design and management processes required for successful introduction of a new physical product, within an integrated engineering/production operation. The objectives of this subject are:

- To understand the product and customer drivers in the development of successful products.
- To place product design in an overall system context and understand how to develop the related functional requirements and attributes.
- To enable new product concepts to be evaluated as business decisions and to integrate functional, financial and strategic objectives. Understand business and technical processes.
- To demonstrate application of product management methods in target setting and implementation control through the design research project.

**Content**

**Aims & Objectives**

- To develop an understanding of the deposition of polymer films on planar structures.
- To develop an understanding of the radiation-based and alternative means of altering locally at the (sub)micron level the thin films, as well as the associated equipment.
- To develop an understanding of the radiation and thermally induced physico-chemistry of polymeric sensitive materials and the impact of their characteristics of the quality of microlithographic process.
- To develop the understanding regarding the trade-offs regarding exposure methods and equipment, polymeric materials characteristics, and microlithographic technologies.
- To develop the understanding regarding the application of microlithography in non-classical areas, such as patterning of bio-molecules and cells.

**References**


**HIR110 Microlithography**

12.5 Credit Points • 1 Semester • Hawthorn • Prerequisite: Nil • Teaching methods: Lectures, tutorials and hands-on laboratory sessions • Assessment: Assignments (25%) and Examination (75%)

A subject in the Graduate Certificate, Graduate Diploma and Master of Engineering in Microsystem Technology.

**Aims & Objectives**

Microlithography is the most used technology for the fabrication of micron-sized features on planar surfaces. It involves the local physical or chemical alteration of a thin layer deposited on an existing planar structure, followed by the selective removal of the altered or unaltered material, for positive and negative tone lithography, respectively. The mastering of microlithography requires knowledge of polymeric materials, radiation chemistry, optics and chemical engineering. To achieve this, the unit has the following objectives:

- To develop an understanding of the deposition of polymer films on planar structures.
- To develop an understanding of the radiation-based and alternative means of altering locally at the (sub)micron level the thin films, as well as the associated equipment.
- To develop an understanding of the radiation and thermally induced physico-chemistry of polymeric sensitive materials and the impact of their characteristics of the quality of microlithographic process.
- To develop the understanding regarding the trade-offs regarding exposure methods and equipment, polymeric materials characteristics, and microlithographic technologies.
- To develop the understanding regarding the application of microlithography in non-classical areas, such as patterning of bio-molecules and cells.

**References**


**HIR111 Micromachining Technology**

12.5 Credit Points • 1 Semester • Hawthorn • Prerequisite: Nil • Teaching methods: Lectures, tutorials and hands-on laboratory sessions • Assessment: Assignments (20%), Laboratory (10%) and Examination (70%)

A subject in the Graduate Certificate, Graduate Diploma and Master of Engineering in Microsystem Technology.

**Aims & Objectives**

- To provide a thorough coverage of the micromachining techniques currently employed for the fabrication and assembly of microsystems for various applications.
- To develop an understanding of the science underlying different techniques.
- To provide awareness of different processing technologies.
Content
Role of Lithography in Micromachining:
- Importance of lithography in the fabrication of micro-devices and systems.
- Etching or lift-off methods.
- Mask-manufacturing techniques.

Bulk Micromachining vs Surface Micromachining:
- Bulk micromachining, origin, silicon, crystal physics, isotropic and anisotropic.
- Etching, EDP, KOH and TMAH etching techniques.
- Etch stop techniques, electrochemistry behind these processes.
- Dry etching, Plasma etching, RIE, DRIE techniques.
- Selection criteria for choosing a process.

Laser Micromachining:
- Lasers: basic principles, variety of lasers, ablation process.
- Laser micromachining.
- Discussion with case studies (for few typical applications).
- Drawbacks and solutions.

Surface Micromachining Processing Technologies:
- Bonding techniques.
- Direct bonding, anodic bonding, eutectic bonding and soldering.
- Precision machining.
- Electro discharge machining.
- Micro assembly techniques.
- Micro manipulators, aligners etc.

Integration issues:
- Importance of CMOS technology.
- Need for integration of electronics and mechanical systems.
- Status review.

Packaging:
- Introduction to packaging.
- Materials and methods.
- Performance and reliability issues.

References

HIR112 Deposition and Replication
12.5 Credit Points • 1 Semester • Hawthorn • Prerequisite: Nil • Teaching methods: Lectures, tutorials and hands-on laboratory sessions. • Assessment: Assignments (30%) and Examination (70%) 
A subject in the Graduate Diploma and Master of Engineering in Microsystem Technology.

Aims & Objectives
- To provide an overall view of the commonly used thin film deposition techniques (PVD & CVD).
- To give an idea of basic methods of material and thin film analysis.
- To create an awareness of intricacies involved in the metallisation of patterned and high-aspect ratio structures.
- To demonstrate the usefulness of the conventional injection moulding, embossing and extrusion techniques in the fabrication of micro-systems.

Content
- Material Physics: properties.
- Crystal structures, microstructure, composition, mechanical, electrical, thermal and optical properties of materials.
- Thin film deposition technology.
- PVD vs CVD.
- Necessity of vacuum, vacuum generation and measurement, physical vapour deposition technology: evaporation, sputtering, arc deposition and ion beam deposition processes.
- Chemical vapour deposition: Si3N4, SiO2 and poly-silicon deposition, Sol-gel technique, LPCVD.
- Thick film deposition.
- Electroplating: science and technology, electrochemistry; plating through mask; electroplating of commonly used materials, e.g. Ni, Permalloy, copper, gold; process-property correlation; screen-printing technique.
- Metallisation of patterned or high aspect ratio structures.
- Shadowing effects, overhangs and defects, modelling, drawbacks and solutions.
- Material and thin film analysis.
- Profilometry, optical microscopy, scanning electron microscopy, transmission electron microscopy, X-ray diffraction and Rutherford backscattering techniques.
- LIGA technology: three-dimensional structures fabrication and replication.
- Injection moulding, embossing and extrusion techniques and experimental demonstration.

HIR113 Microsystems - Principles, Design and Applications
12.5 Credit Points • 1 Semester • Hawthorn • Prerequisite: Nil • Teaching methods: Lectures, tutorials and student work presentations. • Assessment: Assignments (30%) and Examination (70%)
A subject in the Graduate Diploma and Master of Engineering in Microsystem Technology.

Aims & Objectives
- To review the basic principles and scaling laws underlying different technologies applied in micro-system design.
- To provide appreciation of most recent applications of microsystems: their merits and shortcomings.
- To give an overview of the microsensors and actuators technology with an emphasis on usage of smart materials and structures.
- To give an expert view of the current status of microsystems technology (with specific examples or case studies) and provide potential futuristic applications.

Content
- Electromagnetics and electrostatics.
- Fundamental principles, scaling laws, typical actuators, performance comparison with respect to micro-actuators, applications (e.g. microvalves, micropumps, micromotors).
- Micromechatronic systems: basics and applications.
- Microfluidic systems: design applications, micro-robotic devices, micro- optical devices.
- Micro-sensors.
- Thermal, radiation, magnetic, electrical and physical sensors.
- Smart materials and structures.
- Basics of Fuzzyelectrics.
- Shape memory alloys and electroactive polymers.
- Their application to actuators.
• Integration of the structures with micro-systems.
• Review of current status on applications.
• Comparison of different actuating methods.

References

HIR115 Minor Thesis
50 Credit Points • 1 Semester • Hawthorn • Prerequisite: Nil • Teaching methods: Self-directed work under academic staff supervision • Assessment: Thesis 100%
A subject in the Master of Engineering in Microsystem Technology.

Aims & Objectives
The aim of the project is to apply the knowledge and skills acquired during the course to the design and development of a microdevice relevant to practical applications.

Content
The main focus of the project will be design and realisation of an innovative product. The development of new fabrication technologies, testing methods and software tools will also be encouraged.

Individual projects will be agreed between students and the project coordinator. Each project will utilise the expertise gained during the course in developing innovative products. As such, projects may be industry-sponsored or of direct relevance to the student’s employment. Successful product development, wherever feasible, may be linked to a present or future business venture. Having identified the project, appropriate co-supervision will be agreed with the student.

During the course of the project, students will meet regularly with the coordinating and co-supervisors. Facilities at IRIS will be available for carrying out work related to minor thesis projects.

At the conclusion of the project, the product and supporting material will be presented in an exhibition, in which a panel of industrial experts will judge the best project of the year. A brief report will also be made available, describing key aspects of the project.

References
References will be prescribed by the project supervisor.

HIR114 Computer Modelling and FEA
12.5 Credit Points • 1 Semester • Hawthorn • Prerequisite: Nil • Teaching methods: Lectures, hands-on tutorials, case studies and student work presentations • Assessment: Project 50%, Examination 50%
A subject in the Graduate Diploma and Master of Engineering in Microsystem Technology.

Aims & Objectives
Microsystems technology involves the use of various computer-based design tools to create digital prototypes to represent the geometry and to simulate the behaviour of a product under various conditions and assess their performance. This unit aims to provide students with an understanding of a number of advanced computer aided design tools which play a significant role in design of microdevices. To achieve this aim, the unit has the following objectives:

- Appreciate the special nature of microelectromechanical systems (MEMS) devices and the CAD tools available to design these devices;
- Develop an understanding of the application of the elements of CAD in the various stages of product and system development;
- Acquire technical skill to use MEMS computer modelling and analysis software in the design and fabrication of simple microdevices;
- Develop an understanding of design optimisation and verification in the design process;
- Be introduced to techniques for modelling unstructured problems encountered in design of microdevices.

Content

- Introduction to MEMS and microfluidics CAD tools and simulation softwares: types and requirements for CAD tools for microsystems, application and types micro-devices.
- Modelling steps: mask layout and 2D design, foundry process specification, and 3D solid model creation.
- Foundation for design: background theory, material properties and behaviour at microlevel.
- Multi-physics nature MEMS devices and problems: electrostatic, mechanical, thermal, coupled physics problems, analysis tools and solvers.
- Finite element analysis: fundamentals of FEA, 2D and 3D elements, modelling technique, mesh generation, linear static analysis, dynamic analysis.
- MEMS devices: types of actuators, cantilevers, plates and membranes, bimorphs; applications.
- Design strategy: modelling approach, calibration of technique, optimisation of design and parametric modelling.
- Overview of system modelling: examples and benefits.
- Practice tutorial problems on typical microdevices and sensors.

References
MEMS Clearinghouse (discussion group, material properties database, links): memsnet.org.
References

HIT5012 Information Systems and Programming
12.5 Credit Points • 1 Semester • 4 Hours per Week • Hawthorn • Prerequisite: Nil
Teaching methods: Lectures, Laboratory • Assessment: Assignments, Examinations

Aims & Objectives
• To instil in students the confidence to use information technology and give a broad understanding of information systems in the business environment.
• To provide students with opportunities to acquire computer skills that will be of benefit to them in other discipline subjects, and in their later careers.
• To give students basic programming knowledge that can be utilised in a number of different programming environments and languages and advanced computing subjects.
• To give students the skills to be able to create and maintain small business software applications using an event-driven object-based programming environment.
• To provide students with additional non-examinable information that may prove useful for those students who want to create applications outside of this subject.

Content
• Theory of information systems, as used by business and organisations.
• An overview of modern business computing: management needs and information technology solutions.
• Introduction to the basic concepts involved in computer hardware, computer software, data communications.
• Introduction to concepts and skills involved in the use of spreadsheets, databases and the Internet.
• Introduction to object-oriented programming approach, including sequence, selection, iteration, procedures, functions, repetition and arrays.

Textbooks
* Sold together in the Bookshop in a shrink-wrap package at a reduced price (includes VB.Net program 60-day sample).

HIT5051 Software Development 1
12.5 Credit Points • 1 Semester • Full-time: 57 Hours. Part-time: 48 Hours • Hawthorn • Prerequisite: Nil • Teaching methods: Lectures, Laboratories, Tutorials • Assessment: Assignments, Examinations

Aims & Objectives
• To introduce basic concepts of object-oriented analysis and design.
• To introduce object-oriented programming using Java.
• To study the main features of the software development process in an object-oriented framework.

Content
• The object-oriented world view.
• Introduction to object-modelling.
• Introduction to implementation of objects and classes.

• Contracts: pre- and post-conditions and assertions.
• Control structures.
• Input–output.
• Event-driven programs.
• Introduction to class libraries.
• Use of an OO notation.

Textbook

Notes
Allen, R.K., Bluff K., Oppenheim, A.B., Object-Oriented Software Development 1, 6th edn, Swinburne, 2002. (Contains lecture notes and laboratory material.)

References

HIT5073 Computer and Network Technologies
12.5 Credit Points • 2 Weeks • 35 Hours • Hawthorn • Prerequisite: Nil • Teaching methods: Lecture (26 Hrs), Laboratory (9 Hrs) • Assessment: Assignments, Examinations

A subject in the Master of Engineering in Industrial Information Technology.

Aims & Objectives
• To introduce computing concepts and skills as part of the core IT skills required for the course.
• To develop an understanding of communication protocols and computer networks.

Content
• Fundamentals of computing.
• Operating systems.
• Common desktop applications.
• Client/Server.
• LAN/WAN.
• Internet.
• Database.
• Information integrity & availability.
• Security.
• Programming concepts.

References
Beyda, W., Basic Data Communications, Prentice Hall.
Black, U., Computer Networks and Distributed Processing, 3rd edn, Addison- Wesley.

HIT5074 Database Concepts and Applications
12.5 Credit Points • 2 Weeks • 32 Hours • Hawthorn • Prerequisite: Nil • Teaching methods: Lectures (18 Hours), Laboratory/Tutorials (14 Hours) • Assessment: Assignments, Examinations

A subject in the Master of Engineering in Industrial Information Technology.

Aims & Objectives
• To introduce students to database and programming concepts in the context of information systems within an enterprise.
• To provide a solid theoretical foundation to the fundamentals of database design and database systems development.

Content
• Overview of Financial, HR, MIS, CAD, etc.
• The Relational Data Model.
• Structured Query Language (SQL).
• Functional Dependency Diagrams.
• Client Server Database Technologies.
• Normalisation of Data.
• Data & DO Models.
• DBMS Terminology and Concepts.
• Data Integrity.

References
Connolly, T., Begg, C., Strachan, A., Database Systems, Addison-Wesley, 1996.

HIT5075 Practical IT Project Management
12.5 Credit Points • 2 Weeks • 32 Hours • Hawthorn • Prerequisite: Nil • Teaching methods: Lectures, Case Studies • Assessment: Assignments
A subject in the Master of Engineering In Industrial Information Technology.

Aims & Objectives
• Introduction to project management with focus on developing practical skills as applied to a wide range of information technology projects.
• To provide an overview on a range of project management tools and methodologies.

Content
• Project management techniques.
• Project phases, life cycles, quality issues.
• Project team structure, roles and responsibilities.
• Risk assessment.
• Project monitoring and control.
• Configuration management.
• Project management tools.
• Organisational influences, human resources, procurement.
• Working with subcontractors and consultants.

References
McLeod, G., Smith, D., Managing Information Technology Projects, Course Technology, 1996.

HIT5076 Management of Information Technology
12.5 Credit Points • 2 Weeks • 32 Hours • Hawthorn • Prerequisite: Nil • Teaching methods: Lectures • Assessment: Assignments
A subject in the Master of Engineering in Industrial Information Technology.

Aims & Objectives
• To focus on the information technology related management issues in strategic planning and operational activities within an enterprise.
• To explore implications of trends and structural changes in companies and organisations with new technologies.

Content
• IT and strategic planning.
• Strategic management of IT.

• IS/IT planning.
• Technological trends in computing and telecommunications.
• Developing and managing customer expectations.
• Establishing effective customer focus support.
• Controlling IT resources.

References
Tuizer, E., Strategic IS/IT Planning, Butterworth-Heinemann, 1996.

HIT5078 Object Oriented Design and Programming
12.5 Credit Points • 2 Weeks • 35 Hours • Hawthorn • Prerequisite: Nil • Teaching methods: Lectures (15 Hours), Laboratory/Tutorials (20 Hours) • Assessment: Assignments, Examinations
A subject in the Master of Engineering in Industrial Information Technology.

Aims & Objectives
• To introduce basic concepts of object-oriented analysis and design.
• To introduce object-oriented programming using Java.
• To study the main features of the software development process in an object-oriented framework.

Content
• The object-oriented world view.
• Introduction to object-modelling.
• Introduction to implementation of objects and classes.
• Contracts: pre and post conditions and assertions.
• Control structures.
• Input–output.
• Introduction to class libraries.
• Use of an OO notation.

References
Allen, R.K., Bluff, K., Oppenheim, A.B., Object-Oriented Software Development 1, 2nd edn, Swinburne, 1998 (contains lecture notes and laboratory material).

HIT5088 Customising Enterprise Systems
12.5 Credit Points • 1 Semester • 32 Hours • Hawthorn • Prerequisite: Nil • Teaching methods: Lectures (12 Hours), Laboratory/Tutorials (20 Hours) • Assessment: Assignments
A subject in the Master of Engineering in Industrial Information Technology.

Aims & Objectives
• To allow students to understand and develop skills in programming and customising an enterprise system.
• To investigate issues of multi-vendor environment.

Content
• Programming and customising using of the SAP/JDE/Visual ERP system within manufacturing enterprise.
• Investigate issues related to multi-product environments.
• Issues of legacy systems and migration.

References
Compiled lecture notes and reference manuals supplied by system vendors.
HIT5091  Web Development
12.5 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: Nil • Corequisites: HIT5061 or HIT5012 • Teaching methods: Lecture (2 Hrs per Week), Laboratory (1 Hr per Week) • Assessment: Assignments, Examinations
A subject in the Graduate Diploma in Information Technology (Internet Software Development).

Aims & Objectives
To introduce the technology of the Internet and World Wide Web and to develop an understanding of the technologies and techniques associated with programming for the World Wide Web.

Content
• Introduction to the World Wide Web: definition, history and fundamental concepts.
• HTML: document structure, images, links, maps, tables, frames, forms.
• Protocols and server technology: HTTP, TCP/IP, MIME, URIs, CGI, server technology.
• JavaScript: syntax, DOM, forms processing, common tasks.
• Style sheets: fundamentals, CSS formatting, CSS positioning, standards.
• DHTML: dynamic techniques, proprietary techniques, data-aware documents.
• Web design and usability: principles of navigation, usability, style guides, standards.
• Introduction to XML: syntax, DTDs, XSL, XHTML.
• Multimedia: audio, video, animation, multimedia server and protocol technology.
• Web development tools: editors, site management tools.

Textbook

References
Stein, L., How to Set up and Maintain a Web Site, 2nd edn, Addison-Wesley, 1997.

HIT5751  Software Development 1 (eLearning)
12.5 Credit Points • 1 Semester • Flexible: Online Course Material and Optional Fortnightly Campus Activities • Hawthorn, Online • Prerequisite: Nil • Corequisites: HIT5751 • Teaching methods: All materials and support communication provided via the Internet. Optional campus-based activities are also available. • Assessment: Assignments, Examinations
A Flexible Delivery subject in the Graduate Diploma in Information Technology (Internet Software Development).

Aims & Objectives
• To introduce basic concepts of object-oriented analysis and design.
• To introduce object-oriented programming using Java.
• To study the main features of the software development process in an object-oriented framework.

Content
• The object-oriented world view.
• Introduction to object-modelling.
• Introduction to implementation of objects and classes.
• Contracts: pre and post conditions and assertions.
• Control structures.
• Input–output.
• Event-driven programs.
• Introduction to class libraries.
• Use of an OO notation.

Textbook

References

HIT5791  Web Development (eLearning)
12.5 Credit Points • 1 Semester • Flexible: Online Course Material and Optional Fortnightly Campus Activities • Hawthorn, Online • Prerequisite: Nil • Corequisites: HIT5751 • Teaching methods: All materials and support communication provided via the Internet. Optional campus-based activities are also available. • Assessment: Assignments, Examinations
A Flexible Delivery subject in the Graduate Diploma in Information Technology (Internet Software Development).

Aims & Objectives
To introduce the technology of the Internet and World Wide Web and to develop an understanding of the technologies and techniques associated with programming for the World Wide Web.

Content
• Introduction to the World Wide Web: definition, history and fundamental concepts.
• HTML: document structure, images, links, maps, tables, frames, forms.
• Protocols and server technology: HTTP, TCP/IP, MIME, URIs, CGI, server technology.
• JavaScript: syntax, DOM, forms processing, common tasks.
• Style sheets: fundamentals, CSS formatting, CSS positioning, standards.
• DHTML: dynamic techniques, proprietary techniques, data-aware documents.
• Web design and usability: principles of navigation, usability, style guides, standards.
• Introduction to XML: syntax, DTDs, XSL, XHTML.
• Multimedia: audio, video, animation, multimedia server and protocol technology.
• Web development tools: editors, site management tools.

Textbook

References
Stein, L., How to Set up and Maintain a Web Site, 2nd edn, Addison-Wesley, 1997.

HIT6006  Business Computing
12.5 Credit Points • 1 Semester • 36 Hours • Hawthorn • Prerequisite: Nil • Corequisites: Nil • Teaching methods: Lecture, Tutorial, Laboratory (1 Hr per Week Each) • Assessment: Assignment, Examination, Test, Presentation
A subject in the Graduate Certificate and Graduate Diploma in Information Technology.

Aims & Objectives
• To develop students’ understanding of how information technology is used to solve business problems.
• To understand how the different types of information systems are used within an organisation.
• To see how information technology may be used for competitive advantage within an organisation.
• To extend students’ problem-solving skills with user tools software, particularly Excel.

Content
• Electronic Commerce.
• Information Systems, with an emphasis on Decision Support Systems.
• Problem-Solving.
• Using IT for Competitive Advantage.
• Systems Development, with an emphasis on end-user computing.
• Human Computer Interaction.
• Security.
• Advanced Excel.

References

HIT6016 Database 1
12.5 Credit Points • 1 Semester • 46 Hours • Hawthorn • Prerequisite: Nil
Teaching methods: Lectures, Laboratories, Tutorials • Assessment: Assignments, Examinations
A subject in the Graduate Diploma in Information Technology (Information Systems Development), Graduate Diploma in Information Technology (Internet Software Development).

Aims & Objectives
• To provide a solid theoretical foundation to the fundamentals of database design and database systems development.
• To provide sufficient practical exposure to designing and using database so as to equip students for basic database tasks in industry and government.
• To provide students with experience in the analysis, design and generation of a simple inquiry and update system, using ORACLE.
• To provide an understanding of the problem in its context, the need for adequate documentation of the system and management of this data to ensure that the information produced is relevant, accurate and maintainable. Students will use conceptual data analysis methods to produce a logical data model.

Content
• Information in the Organisation.
• The Relational Data Model.
• Structured Query Language (SQL).
• Functional Dependency Diagrams.
• Entity Relationship Analysis.
• Client Server Database Technologies.
• Normalisation of Data.
• DBMS Terminology and Concepts.
• Data Integrity.

References

HIT6024 Introduction to Human-Computer Interaction
12.5 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: Nil
Teaching methods: Lecture, Laboratory • Assessment: Assignments, Examination
A subject in the Graduate Diploma in Information Technology (Internet Software Development).

Aims & Objectives
By the end of the subject, students will be able to:
• Characterise the basic components of human-computer interaction.
• Demonstrate a knowledge and understanding of a user-centred approach to interface design.
• Select, design and conduct appropriate and ethical evaluation protocols and critically evaluate the results.
• Produce written reports in a standard format and effectively present information in an oral presentation.

Content
• The nature of HCI.
• Models of human behaviour: attention, memory, perception, communication and thinking.
• User-centred principles in the software development process.
• User needs and task analysis techniques.
• Conceptual design and metaphors.
• Physical design principles, design guidelines and rules.
• Prototyping techniques.
• Input/output devices and dialogue techniques.
• Principles of human-centred software evaluation.
• Coherence, contextual and participatory design.
• Evaluation without users: heuristic evaluations, walkthroughs, automated critiques and predictive models (COOMS, Keystroke Level Model).
• Evaluation with users: usability testing, interviews, questionnaires, ethics of user testing.
• Experimental design and data analysis.

References

HIT6031 Software Engineering
12.5 Credit Points • 1 Semester • 36 Hours • Hawthorn • Prerequisite: HIT5051
Teaching methods: Lectures (2 Hours per Week), Tutorials (1 Hour per Week) • Assessment: Assignments, Group Work, Presentations, Examinations
A core subject in the Graduate Diploma in Information Technology (Internet Software Development).

Aims & Objectives
• To introduce the basic problems encountered in the development of software in a small team environment.
• To examine some of the current techniques and tools which are used by industry to address the above problems, including project management.
• To allow students to experience the preparation of systems development documentation, working as members of small (2–4 person) teams using an object-oriented development perspective.

Content
• What is software engineering?
• The software development lifecycle.
• Techniques for requirements elicitation.
• Software design as an incremental, iterative process.
• Software defect management, including defect identification and fault detection.
• Software project management.
• Software validation and verification.

References

** HIT6049 Systems Analysis & Design**

12.5 Credit Points • 1 Semester • 36 Hours • Hawthorn • Prerequisite: Nil •
Teaching methods: Lecture (2 Hours per Week), Tutorial (1 Hour per Week) •
Assessment: Assignments, Examinations

A subject in the Graduate Diploma in Information Technology (Information Systems Development).

**Aims & Objectives**

- To equip the student with the necessary knowledge, skills, models and techniques to model business problems in both structured and object-oriented systems development paradigms.
- To concentrate on the front-end phases and activities of the systems development life cycle (SDLC).

**Content**

- Understanding a problem in its business context.
- Introduction to project management tools and techniques relevant for a systems analyst.
- SDLC models.
- Approaches to systems development.
- Investigating systems requirements.
- Structured and object-oriented modelling techniques to model various perspectives of the system.
- Modelling techniques are structured paradigm: context diagram, data flow diagrams, data element and data flow definitions, process descriptions.
- Object-oriented paradigm: UML context diagram, class analysis diagram, use-case diagram, activity diagram, sequence diagram.

**References**


** HIT6092 Advanced Web Technologies**

12.5 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: HIT5051 and (HIT5051 or HIT5012) • Teaching methods: Lecture (2 Hrs per Week), Laboratory (1 Hr per Week) • Assessment: Assignment 1: 10%, Assignment 2: 20%, Examination (2 Hours): 70%

A subject in the Graduate Diploma in Information Technology (Internet Software Development).

**Aims & Objectives**

To introduce the technologies, concepts and techniques associated with the development of complex interactive Web-based applications.

**Content**

- Web Servers: PWS, IIS.
- Active Server Pages (ASP): programming ASP, database connectivity, eCommerce concepts.
- Introduction to CGI Programming/Perl.
- Introduction to PHP.

**Textbook**


**Course Notes**


**References**

Wille, et al., Teach Yourself ASP in 24 Hours, SAMS, 1999.

** HIT6110 Programming in VB .NET**

12.5 Credit Points • 1 Semester • 4 Hours per Week • Hawthorn • Prerequisite: HIT5051 or HIT5051 or HIT7037 • Teaching methods: Lecture, Tutorial, Laboratory • Assessment: Assignments, Examinations

A subject in the Graduate Diploma in Information Technology (Information Systems Development).

**Aims & Objectives**

On completion of this subject, the student will be able to:
- Create solutions using Visual Studio .NET.
- Create DLL and EXE projects in Visual Studio .NET.
- Use the .NET framework class library.
- Use the MSDN library to understand how to use standard .NET components.
- Develop Windows forms.
- Work with class libraries.
• Develop complex programs including the use of: modules, classes, events, inheritance, interfaces, abstract classes

Content
• Introduction to Visual Basic .NET syntax
• Detailed examination of object-oriented programming
• Console application development
• Windows application development
• Introduction to object modeling
• Introduction to working with classes and objects

References

HIT6120 Database 1 (eLearning)
12.5 Credit Points • 1 Semester • Flexible: Online Course Material and Optional
Examinations
Aims & Objectives
• To provide a solid theoretical foundation to the fundamentals of database design and database systems development.
• To develop practical exposure to designing and using database so as to equip students for basic database tasks in industry and government.

Content
• Functional Dependency Diagrams.
• Entity Relationship Analysis.
• Client Server Database Technologies.
• Normalisation of Data.
• DBMS Terminology and Concepts.
• Data Integrity.

References

HIT6716 Database 1 (eLearning)
12.5 Credit Points • 1 Semester • Flexible: Online Course Material and Optional
Examinations
Aims & Objectives
• To provide a solid theoretical foundation to the fundamentals of database design and database systems development.
• To develop practical exposure to designing and using database so as to equip students for basic database tasks in industry and government.

Content
• Normalisation of Data.
• DBMS Terminology and Concepts.
• Data Integrity.

References

HIT6720 Data Communications (eLearning)
12.5 Credit Points • 1 Semester • Flexible: Online Course Material and Optional
Examinations
Aims & Objectives
• To introduce the fundamental concepts and components involved in data communications.
• To develop an understanding of communication protocols and computer networks.

Content
• Basic communication theories and terminologies: transmission media, signal types, interface standards.
• Protocol basics: control methods, flow control, link management, HDLC (high level data link control) protocol.
• Local area networks: topologies and overview of MAC (media access control) methods.
• Overview of multimedia data transfer issues.
• Network security, encryption, firewalls.

References
HIT6731  Software Engineering (eLearning)

12.5 Credit Points  1 Semester  Flexible: Online Course Material and Optional Fortnightly Campus Activities  Hawthorn;Online  Prerequisite: HIT6751  Corequisites: HIT6752  Teaching methods: All materials and support communication provided via the Internet. Optional campus-based activities are also available.  Assessment: Assignments, Group Work, Presentations, Examinations  A Flexible Delivery subject in the Graduate Diploma in Information Technology (Internet Software Development).

Aims & Objectives
- To introduce the basic problems encountered in the development of software in a small team environment.
- To examine some of the current techniques and tools which are used by industry to address the above problems, including project management.
- To allow students to experience the preparation of systems development documentation, working as members of small (2–4 person) teams using an object-oriented development perspective.

Content
- What is software engineering?
- The software development lifecycle.
- Techniques for requirements elicitation.
- Software design as an incremental, iterative process.
- Software defect management, including defect identification and fault detection.
- Software project management.
- Software validation and verification.

References

HIT6752  Software Development 2G (eLearning)

12.5 Credit Points  1 Semester  Flexible: Online Course Material and Optional Fortnightly Campus Activities  Hawthorn;Online  Prerequisite: HIT6751  Corequisites: HIT6752  Teaching methods: All materials and support communication provided via the Internet. Optional campus-based activities are also available.  Assessment: Assignments, Examinations  A Flexible Delivery subject in the Graduate Diploma in Information Technology (Internet Software Development).

Aims & Objectives
- To extend and strengthen basic concepts of object-oriented analysis and design.
- To continue and extend object-oriented programming using Java.
- To study the main features of the software development process in an object-oriented framework.
- To study the GUI development process using Java.

Content
- Intermediate programming.
- The dynamic model.
- Java language and Java system.
- Graphical User Interface programming in Java.
- Exceptions.
- Files and streams.
- Design principles and an introduction to patterns.
- Data structures and algorithms; linked lists and binary trees.

References

HIT6792  Advanced Web Technologies (eLearning)

12.5 Credit Points  1 Semester  Flexible: Online Course Material and Optional Fortnightly Campus Activities  Hawthorn;Online  Prerequisite: HIT6751 and HIT6752  Teaching methods: All materials and support communication provided via the Internet. Optional campus-based activities are also available.  Assessment: Assignment 1: 10%, Assignment 2: 20%, Examination (2 Hours): 70%  A Flexible Delivery subject in the Graduate Diploma in Information Technology (Internet Software Development).

Aims & Objectives
To introduce the technologies, concepts and techniques associated with the development of complex interactive Web-based applications.

Content
- Web Servers: PWS, IIS.
- Active Server Pages (ASP): programming ASP, database connectivity, eCommerce concepts.
- Introduction to CGI Programming/Perl.
- Introduction to PHP.

Textbook

Course Notes

References
Wille, et al., Teach Yourself ASP in 24 Hours, SAMS, 1999.
Aims & Objectives
The major objective of this subject is to equip students with a practical and theoretical knowledge of database management systems so that they can work productively on projects involving online database applications. On completion of this subject, students will have gained an understanding of:
- Why a database application requires the use of a database management system (DBMS) to facilitate transaction management, recovery and concurrency.
- The distinction between application functions and database functions.
- How to implement application business rules at both an application level and a database level through the use of constraints and triggers at both forms and database levels.

Content
- SQL and Oracle’s PL/SQL language
- DBMS terminology and concepts.
- Data integrity
- Database triggers
- Transaction management, concurrency and recovery.
- Building online transaction systems using forms and triggers.

References

Aims & Objectives
To master the fundamentals of Java.

Content
- Introduction and comparison to C/C++.
- Java language.
- Exceptions, streams and IO.
- Applets and applications.
- Events, event handling and AWT/Swing.
- Graphics, and images/animation/multimedia.

References
Aims & Objectives
This subject covers the key organisational and societal issues relating to electronic commerce by examining the strategic, organisational, business, managerial and technical issues and implications of electronic commerce on the market place and its effects on the nature of business. It aims to raise awareness of the major security, legal and ethical issues affecting consumers and providers.

Content
- Introduction to eCommerce Terminology.
- eCommerce Communication Infrastructure.
- Business Models of eCommerce.
- Inter-Organisational Systems and EDI.
- EDI and its Implications.
- Supply Chain Management and its Implications.
- Electronic Service Delivery.
- Internet Commerce and eBusiness.
- Marketing and eCommerce.
- Security Issues of eCommerce.
- Legal, Ethical and Audit issues of eCommerce.
- Future Trends of eCommerce.

References
• Discuss the main methods currently in use, and the often contentious technical, managerial and social issues associated with them.
• Evaluate the methods that may be appropriate in particular organisational and social contexts.
• To justify the need for careful analysis, risk assessment and control procedures suitable for different system development approaches.
• To discuss current trends and critically assess competing claims about future directions in information systems strategies.

Content
- Information systems development: an organisational context.
- Information systems: establishing the framework.
- Evolution of information systems in organisations.
- The information technology (IT) perspective.
- Life cycle variations and managing IT development.
- Newer technologies.
- Business perspectives.
- End-user developed applications.
- Software risk and software quality.
- Business, management, and information systems in organisations.
- Information and systems as a resource.
- Ethics
- Building a responsive IT infrastructure and ethics issues.
- Community concerns and privacy.

References

HIT7148 Programming Practice

Aims & Objectives
This subject aims to improve and consolidate students’ programming ability in preparation for the advanced programming subjects at Masters level. Lectures will focus on computer problem solving and supporting design, language and coding techniques; laboratory exercises will put this into practice. By the end of this subject, the student should be able to:
- Design and code correct solutions to unseen problems.
- Identify and use appropriate object-oriented techniques and patterns.

Content
- Problem-solving strategies: decomposition, recursion, back-tracking, and state machines.
- Program architecture: structured, object-oriented, patterns.
- Data Structures: arrays, lists, trees, graphs, hash tables.
- Low-level programming: bit manipulation, memory management.
- Relevant features of C, Java, and C#.

References

References

HIT8012 Current Issues in Information Systems
12.5 Credit Points • 1 Semester • 36 Hours • Hawthorn • Prerequisite: Completion of 4 Subjects from the Masters in Information Systems • Teaching methods: Lectures, Group Work • Assessment: Assignments, Group Work Presentations, Examination
A subject in the Master of Information Systems.

Aims & Objectives
- Encourage students to critically appraise state of the art developments and evaluate them for relevance to their own environment.
- Communicate recent systems trends and their impact of business and management.
- Provide an awareness of the anticipated directions within the computer industry.

Content
The content of the subject varies over time to address contemporary issues in the IS field. Recent topics include:
- Intranet and extranet implementation.
- Managing the delivery of IT services by external vendors, e.g. ERP, outsourcing.
- Regulation of Internet content.
- Information systems support for knowledge management.

References
Reading list available prior to semester beginning.

HIT8018 Database 3
12.5 Credit Points • 1 Semester • 36 Hours • Hawthorn • Prerequisite: HIT7017 • Teaching methods: Lecture (2 Hours per Week), Laboratory (1 Hour per Week) • Assessment: Assignments, Examination
A subject in the Master of Information Technology.

Aims & Objectives
To build upon the concepts and skills gained in Database 2, by examining database design, implementation and performance issues in both local and distributed client-server environments.

Content
- Programming using embedded SQL cursors.
- Physical design issues.
- The use of database and transaction analysis and optimiser plan information to check/improve performance.
- The effective use of views to achieve data independence.
- Design and implementation of distributed systems.
- Object-oriented and object-relational systems.

References

HIT8023 Human Computer Interaction
12.5 Credit Points • 1 Semester • 40 Hours • Hawthorn • Prerequisite: Nil • Teaching methods: Lectures (2 Hours per Week over 1 Semester) plus 2 Full-Day Workshops • Assessment: Assignments, Class Presentations, Examinations
A subject in the Master of Information Technology.

Aims & Objectives
- To appreciate the need for, and the role and characteristics of, human-computer interaction.
- To acquire and demonstrate competency in the major methodological phases of user interface design.
- To acquire hands-on experience with usability engineering and usability evaluation, including conducting an evaluation in the SCHIL Usability Laboratory.
- To appreciate the role and nature of behavioural and social science models in HCI.

Content
- Definition and motivation for HCI.
- Usability evaluation, experimental design and the statistical analysis of usability data.
- Task analysis (HTA, TSA, KAT).
- Interaction models and participatory design.
- Dialogue styles and interaction devices.
- Basic cognitive psychology models (e.g. GDMS, Approximate Theory of Action, TAG).

Textbook

References

HIT8032 Information Systems Management
12.5 Credit Points • 1 Semester • 36 Hours • Hawthorn • Prerequisite: Nil (MIS Subject) • Teaching methods: Lectures, Group Work • Assessment: Assignments, Group Work, Presentations, Open Case Study
A subject in the Master of Information Systems.

Aims & Objectives
- Understand the functions of IS departments and the responsibilities of IS managers.
- Understand the relationship between corporate and IS strategic planning.
- Outline and critically evaluate some of the operational issues confronting IS management.
- Understand the challenges awaiting IS managers over the next 2–3 years.

Content
This is an introductory Masters-level subject for student with a background in information technology. The content establishes a framework for more detailed study and analysis of specific topics relevant to the management of information systems and technologies. Topics include:
- Role of information systems (IS) and IS management in an organisation.
- Organisation of the IS function.
- Improving the management of information systems.
- IS planning.
- Investing in information systems.
- Law and contracts for IS managers.
- Negotiations.
- IS governance.
- IS leadership and staffing.

References
Reading list available prior to commencement of semester.
**HIT8033 Information Systems Development Project**

25 Credit Points • 1 Semester • 48 Hours • Hawthorn • Prerequisite: HIT8016 or equivalent • Teaching methods: Lectures, Supervised Laboratories, with Tutorials as Required • Assessment: Reports

A subject in the Master of Information Technology.

**Aims & Objectives**

This subject aims:
- To offer students the opportunity to investigate the capabilities of modern database products.
- To investigate and apply suitable design methods.

**Content**

- Object-oriented and object-relational database management systems.
- Object-oriented analysis and design methods.
- Information-oriented design methods.

**References**


**HIT8035 Information Technology Effectiveness**

12.5 Credit Points • 1 Semester • 36 Hours • Hawthorn • Prerequisite: Nil (MIS Subject) • Teaching methods: Lectures, Group Work • Assessment: Individual Assignments, Group Assignment

A subject in the Master of Information Systems.

**Aims & Objectives**

The subject introduces students to the complexities and considerations associated with making effective investments in IT. Students are exposed to both financial and strategic perspectives in assessing the effectiveness of an organisational IT portfolio.

**Content**

- IT effectiveness and its link to business value.
- The effectiveness of different classes of IT investment.
- Financial management, including cash flow, capital expenditure analysis, cost allocation, charge out.
- Evaluation of IT investments and specifically IT infrastructure.

**References**

Reading list available prior to commencement of semester.

**HIT8040 Multimedia Systems**

12.5 Credit Points • 1 Semester • 36 Hours • Hawthorn • Prerequisite: Nil • Teaching methods: Lectures (2 Hours per Week), Laboratory (1 Hour per Week) • Assessment: Assignments, Examinations

A subject in the Master of Information Technology.

**Aims & Objectives**

To introduce the technologies, concepts and techniques associated with the development of multimedia systems.

**Content**

- Introduction and review: definition, fundamental concepts, media types and application areas.
- Media types: text, graphics, images, audio, animation, video - digital representation, formats, standards, capturing hardware, processing software.
- Multimedia development methodology and approaches to developing multimedia.
- Compression: compression methods, binary image compression schemes, color, grey scale and still-image compression, video image compression audio compression.
- Multimedia hardware and software: components of a multimedia system, optical storage, input and output technologies, authoring software, processing software.
- Multimedia documents, databases and hypertext: hypermedia, SGML, HTML, OpenDoc, MHEG.
- Multimedia user interfaces and design fundamentals: specific design issues and approaches, navigation issues, user centred design and development.
- Multimedia communication systems: multimedia servers, high speed LANs, distributed multimedia databases, video conferencing and collaborative work environments.
- Multimedia programming and scripting: programming languages for multimedia, multimedia scripting languages for authoring tools.
- Evaluation of multimedia systems: evaluation techniques and methods.
- Current research and future directions.

**References**


**HIT8041 Advanced Web Development**

12.5 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: Some programming experience. Preclusions: HIT7041, HIT5091 HIT6092 • Teaching methods: Lectures, Laboratory • Assessment: Assignments, Examinations

A subject in the Master of Information Technology.

**Aims & Objectives**

To introduce the technologies, concepts and techniques associated with the development of World Wide Web systems.

**Content**

- Introduction to the World Wide Web: definition, history and fundamental concepts.
- HTML: document structure, images, links, image maps, tables, frames.
- Protocols and server technology: HTTP, MIME, URIs.
- JavaScript: syntax, DOM, forms processing, common tasks.
- Style sheets: CSS formatting, CSS positioning.
- DHTML: dynamic techniques.
- Web design and usability: principles of navigation, usability, style guides.
- CGI programming: CGI concepts, forms, programming with Perl.
- XML: syntax, DTDs, XSL.
- ASP and VB Script: fundamental purpose and operation.

**Textbook**


**References**


**HIT8045 Personal Software Process**

12.5 Credit Points • 1 Semester • 36 Hours • Hawthorn • Prerequisite: Proficiency in a programming language and some statistical knowledge • Teaching methods: Lecture and Tutorial. There is also private assignment work, which builds an understanding of issues through experiential learning. • Assessment: Programming Assignments, Written Assignments

A subject in the Master of Information Technology.
Aims & Objectives

- To establish the need for discipline in software engineering.
- To guide students to discover the methods of software development which make them personally most effective (e.g., time and defect recording, coding standards, size measurement, size estimating, task planning, schedule planning, design reviews, design templates, code reviews).
- To provide students with the knowledge base required to manage their own personal software process and to understand methods which are of benefit to them.

Content

The course follows closely the ‘Personal Software Process’ course developed by Watts S. Humphrey, Software Engineering Institute, Carnegie Mellon University, USA. It addresses:

- The baseline personal process (time/defect recording, coding standards, size measurement).
- The personal planning process (size estimating, task planning, schedule planning).
- Personal quality management (design reviews, design templates, code reviews).
- Cyclic personal process (cyclic process improvement).

References


HIT8050 Evolutionary and Neural Computing

12.5 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: A University-Level AI Subject • Teaching methods: Lecture (2 Hours per Week), Laboratory (1 Hour per Week) • Assessment: Assignments, Examinations, Practice Sessions

A subject in the Master of Information Technology

Aims & Objectives

To introduce and investigate non-deterministic computational methods and their application to complex problem domains.

Content

- Introduction.
- Methods of inference, deductive logic, induction.
- Approximate reasoning.
- Symbolic and sub-symbolic processing.
- Neurocomputing.
- An introduction to parallel processing in networks.
- Perceptions.
- Multi-layer networks (back-propagation).
- The associative memory problem (the Hopfield model).
- Unsupervised competitive learning.
- Other neural networks architectures.
- Evolutionary computation.
- Foundations of evolutionary computation.
- Genetic algorithms.
- Genetic programming.
- Applications.
- Fuzzy systems.
- Fuzzy sets, logic, the basics of fuzzy systems.
- Fuzzy systems applications.
- Hybrid systems.

References


HIT8055 Software Maintenance Project

12.5 Credit Points • 1 Semester • 36 Hours • Hawthorn • Prerequisite: HIT8159 and HIT7037 or Equivalent • Teaching methods: Lectures, Groupwork, Laboratories • Assessment: Assignments, Group Work, Presentations, Examinations

A subject in the Master of Information Technology program.

Aims & Objectives

To provide students with a small team project experience involving significant corrective enhancement and maintenance on an existing software system.

Content

Taught component will address major conceptual and process issues associated with software maintenance.

References


HIT8057 Software Testing and Reliability

12.5 Credit Points • 1 Semester • 36 Hours • Hawthorn • Prerequisite: A University-Level Software Engineering Subject • Teaching methods: Lectures (2 Hours per Week), Tutorial/Workshop • Assessment: Assignments, Examinations

A subject in the Master of Information Technology

Aims & Objectives

To facilitate an in-depth study by students of a selection of current approaches and techniques in the advanced technologies that underpin the conduct and control of contemporary software development.

Content

Modules selected from a collection, covering important issues in software engineering, such as:

- Maintenance.
- Metrics.
- Reliability.
- Software architecture.
- Software quality.
- Testing.
- Validation and verification.

References


HIT8060 Systems Project Management

12.5 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: MIS Students: No Prerequisites: MIT Students Require Approval of MIS and MIT Program Managers. • Teaching methods: Lectures, Seminars, Presentations by Guests from Industry and by Students taking the Subject. • Assessment: Individual and Group Assignments, Presentations

A subject in the Master of Information Systems and Master of Information Technology

Aims & Objectives

- Understand the genesis of project management and its importance to improving the success of information technology projects.
- Demonstrate knowledge of project management terms and techniques such as: the constraints of project management; the project management knowledge areas and process groups, as specified in the Project Management Body of Knowledge (PMBOK); the project life cycle.
- Be familiar with new approaches such as Agile Project Management.
• Tools and techniques of project management, such as project selection methods and work breakdown structures.
• Network diagrams and critical path analysis: cost estimates, earned value analysis, motivation theory and team building, principled negotiation.
• Appreciate the importance of good project management.
• Share his/her own examples of good and bad project management.
• Use knowledge and skills developed in the class in other settings.

Content
• Introduction to Project Management.
• The Project Management Context and Processes.
• Project Integration Management.
• Project Scope Management.
• Project Time Management.
• Project Cost Management.
• Project Quality Management.
• Project Human Resources Management.
• Servant Leadership.
• Project Communications Management.
• Principled Negotiation.
• Project Risk Management.
• Project Procurement Management.

References

HIT8063 UNIX Systems Programming

12.5 Credit Points • 1 Semester • 48 Hours • Hawthorn • Prerequisite: A University-Level C/C++ Programming Subject • Corequisites: HIT7072 • Teaching methods: Lecture, Laboratory (2 Hours per Week Each) • Assessment: Assignments, Examinations

A subject in the Master of Information Technology.

Aims & Objectives
• To study the advanced use of the UNIX system by a consideration of a selection of the system calls.
• To study the development of network-aware software.

Content
• Low level I/O.
• File system access and manipulation; time under UNIX.
• Process control.
• Accessing user information.
• Signals and interrupts.
• Interprocess communication and networking.
• Remote procedure call (RPC) and distributed computing environment (DCE) services.
• I/O to terminals and device control.

References

HIT8066 Software Tools

12.5 Credit Points • 1 Semester • 24 Hours • Hawthorn • Prerequisite: A University-Level Software Engineering Subject • Teaching methods: Class • Assessment: Assignments, Examinations

A subject in the Master of Information Technology

Aims & Objectives
One way of improving software productivity and quality is by using software tools. Unfortunately studies have shown that in most cases the acquired software tools are either not used or only partly used. Therefore in this course we shall examine a mix of fundamentals (software engineering activities and tools) and practical hands-on knowledge on software tools. A combination of tools breadth and depth approach will be used covering in depth most important tools for testing and software configuration management, and a breadth of various tools.

Content
• Software Tools
• Software Configuration Management and Testing Tools
• Client-Server & Web, Software Engineering and Tools
• Software Process Models and Software Cycles & Tools

References

HIT8067 Minor Thesis

50 Credit Points • 2 Semesters • 4 Hours per Week • Hawthorn • Prerequisite: Requires approval of Program Manager • Teaching methods: Supervised Reading, Field Work and Individual Consultation as Required • Assessment: Written Report, Reports

A subject in the Master of Information Technology.

Aims & Objectives
To provide an opportunity for students to develop analytical, research and report-writing skills while exploring a topic in depth.

Content
Students will work on an approved project under staff supervision. Projects will require a literature survey and a theoretical or experimental investigation. A preliminary proposal of the project to be undertaken must be submitted for approval by the Program Manager and it is expected that topics will be related to the current research interests of staff.

There will be a requirement for formal monthly reporting by the candidates, both oral and written throughout the project. Failure to meet satisfactory standards of progress may preclude final submission for the Masters degree. Students will present their research results to staff and students in a school seminar or equivalent. The thesis will be examined by at least two examiners.

References
There is no prescribed text. Students will be directed to appropriate books and journal articles.

HIT8068 Research Seminar

12.5 Credit Points • Hawthorn • Prerequisite: Requires approval of Program Manager • Assessment: Research Paper

A subject in the Master of Information Technology.

Content
In this subject students attend an approved selection of school research seminars and prepare a 1,000-word critical summary for each of six research seminars attended. One or more background articles are supplied to assist students in their critique of each seminar.

HIT8069 Research Paper

12.5 Credit Points • 1 Semester • 48 Hours • Hawthorn • Prerequisite: Requires approval of Program Manager • Teaching methods: Supervised Reading, Field Work and Individual Consultation as Required • Assessment: Written Report

A subject in the Master of Information Technology.

Aims & Objectives
To provide a flexible program of study which allows the student to undertake a special project. This would require research into a topic that is relevant to the course but alternative to the prescribed subjects in Stage 2.
Content
Students will prepare a 5,000-word article on a topic chosen in consultation with staff. Articles will generally take the form of a comprehensive literature review of a topic of contemporary interest.

References
There is no prescribed text. Students will be directed to appropriate books and journal articles.

HIT8070 Research Report
25 Credit Points • 2 Semesters • 48 Hours per Semester • Hawthorn • Prerequisite: Requires approval of Program Manager • Assessment: Written Report
A subject in the Master of Information Technology.

Aims & Objectives
To provide a flexible program of study which allows the student to undertake a special project. This would require research into a topic that is relevant to the course but alternative to the prescribed subjects in Stage 2.

Content
Students to prepare an article of around 8,000 words on a topic chosen in consultation with staff. Generally the paper will take the form of a comprehensive literature review of a topic of contemporary interest.

References
There is no prescribed text. Students will be directed to appropriate books and journal articles.

HIT8087 Advanced Java
12.5 Credit Points • 1 Semester • 36 Hours • Hawthorn • Prerequisite: HIT8052 or HIT7037 or HIT6562 • Teaching methods: Lectures, Laboratory • Assessment: Assignments, Examinations
A subject in the Graduate Diploma in Information Technology (Internet Software Development).

Aims & Objectives
To develop skills in advanced Java programming, including the use of Java Foundation Classes and writing Java Beans.

Content
- The Swing API.
- Specialised dialogs: JColor Choose, J File Choose, J Option Pane, etc.
- Model-based components: JTree, JTable etc.
- Image display.
- Threads.
- Serialisation.
- Java Beans.
- Introduction to RMI.

References
Selman, Daniel, Java 3D Programming, Manning, 2002

HIT8088 Electronic Commerce Management
12.5 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: Completion of 4 MIS Subjects. Students from other courses need the approval of Course Program Manager and Program Manager, MIS. • Teaching methods: Lectures, Group Work • Assessment: Assignments, Group Work, Presentations
A subject in the Masters of Information Systems.

Aims & Objectives
This subject exposes students to the contemporary managerial thought associated with the electronic commerce (EC) phenomenon currently sweeping through the global economy. The subject introduces contemporary management philosophies as they have come to be used for the marketing, selling, and distribution of goods and services through the Internet, World Wide Web and other electronic media. Issues will be examined from the perspective of business management.

Content
- Overview of EC infrastructure.
- Theoretical Foundations for EC.
- Competitive Properties of the Internet.
- Business Strategy in an Electronic Age.
- Formulating & Implementing an EC Strategy.
- Aspects of EC in Australia.

References
Aspects of EC in Australia.
Formulating & Implementing an EC Strategy.
Business Strategy in an Electronic Age.
Theoretical Foundations for EC.
Overview of EC infrastructure.
• Use .NET software tools, including compilers, the assembly linker, the MSIL disassembler and debugging tools.

Content
• .NET as a component technology
• Structure of the .NET applications
• Common Language Runtime (CLR) and managed code
• CLR type system, .NET class libraries
• Programming languages, mixed language development
• .NET remoting deployment, configuration files
• Metadata, self-describing types, reflection, dynamic type extension
• Security, type safety, permission objects
• Standards, XML, Simple Object Access Protocol (SOAP)
• Visual Studio .NET

References

HIT8098 Agile Development Project
12.5 Credit Points • 1 Semester • 36 Hours • Hawthorn • Prerequisite: A University-Level Software Engineering Subject and a University-Level Object-Oriented Programming Subject • Teaching methods: Lectures, Laboratory • Assessment: Project
A subject in the Master of Information Technology.

Aims & Objectives
To facilitate a pragmatic hands-on study by students of the selection and use of the agile software development methods.

Content
Modules selected from a collection covering important issues in agile software development methods, such as:
• Overview of Agile software development
• Agile methodologies
• Common techniques and practices
• eXtreme programming

References

HIT8099 Enterprise .NET
12.5 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: HIT8110 or HIT8197 • Teaching methods: Lectures, Laboratories • Assessment: Assignment, Examinations
A subject in the Master of Information Technology.

Aims & Objectives
On completion of this subject the student will be able to:
• Use ADO.NET to interact with databases
• Create class libraries using .NET
• Provide access to business processing via XML Web Services
• Create interactive interfaces using ASP.NET
• Create simple windows applications
• Develop N-Tier applications
• Understand the use of .NET Enterprise servers, such as BizTalk, and SQL Server 2000

Content
• N-Tier concept and implementation overview
• Introduction to ADO.NET
• Design with databases
• Web applications using ASP.NET

• Web services
• Securing Web services and applications
• Advanced database issues
• Enterprise server overviews

References
To be advised.

HIT8119 Enterprise Java
12.5 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: HIT7037 or HIT8252 • Teaching methods: Lectures, Laboratories • Assessment: Assignments, Examinations
A subject in the Master of Information Technology.
Note: Prior to Semester 2, 2000, this subject was known as HIT8019 Database for Client Server

Aims & Objectives
To understand and develop database and network software, using Java to examine Web-based databases.

Content
• Threads.
• Sockets.
• Swing.
• JDBC.
• RMI.
• Java IDL.
• Security.
• Servlets.
• Enterprise Java Beans.
• Web database development using Java.

Textbook

HIT8121 Internet Security
12.5 Credit Points • 1 Semester • 36 Hours • Hawthorn • Prerequisite: One Year's Training in a Programming Language • Teaching methods: Lectures (2 Hours per Week), Laboratory (1 Hour per Week) • Assessment: Assignments, Examinations
A subject in the Master of Information Technology

Aims & Objectives
To explore the technology and management of Internet security.

Content
• Overview: setting the context, review of concepts
• Security and networks: types of work connectivity
• Networks: a closer look. Important observation and analysis tools and how to use them
• How do servers work? Methods of communication
• Management issues: security models, case studies, risk assessment and management
• Firewalls and security: theory and practice, design and implementation
• Packet filtering and intrusion detection tools: design, testing, implementation and validation
• Web services and directory services
• System security: tools and techniques from both sides of the fence
• Practical system security: toolkits and methodologies
• Course review: review of material, exploration of tools
References
To be advised.

HIT8122 Engineering Distributed Software
12.5 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: HIT7037 or equivalent and (HIT7072 or equivalent) • Teaching methods: Lectures, Laboratories • Assessment: Assignments, Examinations
A subject in the Master of Information Technology

Aims & Objectives
To provide students with in-depth understanding of the concepts and characteristics of distributed software systems and their architectures; to equip students with the principles, techniques and ability to develop distributed software systems using key technologies.

Content
• Concepts and characteristics of distributed systems.
• Design issues for distributed software.
• Principles of middleware technologies (CORBA, Java/RMI, COM/NET, MGSeries, etc.).
• Language heterogeneity and interface definition.
• Middleware and data heterogeneity.
• Communication and synchronization.
• Service location (naming and trading).
• Service lifecycle.
• Persistence.
• Transaction.
• Security.

Textbook

Recommended reading

HIT8126 Advanced Data Modelling
12.5 Credit Points • 1 Semester • 2 Hours per Week • Hawthorn • Prerequisite: HIT8016 or equivalent • Teaching methods: Lecture/Tutorial • Assessment: Assignments, Examination
A subject in the Master of Information Technology

Aims & Objectives
To extend students’ knowledge and understanding of and competency in the modelling of data requirements in a business-oriented setting.

Content
• The aims of data modelling and its role in information systems development.
• The NIAM approach to developing a fact model.
• The underlying assumptions and limitations of NIAM.
• Development of a fact model diagram using the NIAM approach for a given business scenario.
• Conversion of a NIAM conceptual schema into relational logical schema.
• Conversion of NIAM fact models into equivalent entity relationship models.
• Optimizing a NIAM conceptual schema using appropriate schema transformations.
• Schema integration.

References


HIT8127 Component Modelling and Design
12.5 Credit Points • 1 Semester • 2 Hours per Week • Hawthorn • Prerequisite: HIT8016 • Teaching methods: Lectures (2 Hrs per Week) • Assessment: Assignments, Examinations
A subject in the Master of Information Technology

Aims & Objectives
• To study a range of methods for modelling information systems, with emphasis on behavioural (dynamic) aspects.
• To evaluate modelling techniques and notations for use at different stages of the IS development process.
• To study component-based development (CBD) of information systems.
• To investigate the implications of CBD for IS modelling.

Content
• Concepts and terminology for information systems modelling.
• Selected techniques from Structured Systems Analysis and Design Methods (SSADM).
• The Unified Modeling Language (UML).
• State-transition diagrams and statecharts.
• Some UML-based modelling methods for IS development.
• Other techniques (business rules, activity diagrams, workflow).
• Evaluation criteria for IS models (requirements, specification and design models) and for the IS modelling process.
• Information-oriented approaches to IS modelling.
• Component-based development.
• Models and modelling for component-based development.

References

HIT8130 Information Systems Modelling Project
12.5 Credit Points • 1 Semester • 48 Hours • Hawthorn • Prerequisite: HIT8016 or equivalent • Teaching methods: Project Work, Lectures, Tutorials • Assessment: Report
A subject in the Master of Information Technology

Aims & Objectives
• To investigate the implications of CBD for IS modelling.

Content
• Review of object-orientation and the Unified Modelling Language.
• Software development processes, iterative, risk-driven process.
• Information system, system boundary, actors.
• Specifying system behaviour, use-cases, primary and secondary scenarios.
• Use case diagram; activity diagram, user interface, storyboarding.
• Developing test plans.
• Documenting the system, reviewing the specification.
• Project planning, estimating, specifying test cases.
• Evaluation.
**References**


**HIT8140 Multimedia for WWW**

12.5 Credit Points • 1 Semester • 36 Hours • Hawthorn • Prerequisite: HIT5091 or HIT8041 • Teaching methods: Lectures (2 Hours per Week), Laboratory (1 Hour per Week) • Assessment: Assignments, Examinations

A subject in the Master of Information Technology

**Aims & Objectives**

To introduce the technologies, concepts and techniques associated with the development of multimedia systems.

**Content**

- Introduction and review: definition, fundamental concepts, media types and application areas.
- Media types: text, graphics, images, audio, animation, video – digital representation, formats, standards, capturing hardware, processing software.
- Multimedia development methodology and approaches to developing multimedia.
- Compression: compression methods, binary image compression schemes, color, grey scale and still-image compression, video image compression audio compression.
- Multimedia hardware and software: components of a multimedia system, optical storage, input and output technologies, authoring software, processing software.
- Multimedia documents, databases and hypertext: hypermedia, SGML, HTML, OpenDoc, MAHE.
- Multimedia user interfaces and design fundamentals: specific design issues and approaches, navigation issues, user centred design and development.
- Multimedia communication systems: multimedia servers, high speed LANs, distributed multimedia databases, video conferencing and collaborative work environments.
- Multimedia programming and scripting: programming languages for multimedia, multimedia scripting languages for authoring tools.
- Evaluation of multimedia systems: evaluation techniques and methods.
- Current research and future directions.

**References**


**HIT8142 Object Oriented Modelling**

12.5 Credit Points • 1 Semester • 2 Hours per Week • Hawthorn • Prerequisite: Nil • Teaching methods: Lecture/Tutorial (2 Hours per Week) • Assessment: Examination, Tests

A subject in the Master of Information Technology

**Aims & Objectives**

- List and illustrate the fundamental concepts of object orientation.
- List and describe the features and models available in the UML (Unified Modelling Language) for analysis and specification.
- Read, verify, and validate a given specification presented in UML.
- Discuss what qualities contribute to a good UML specification.
- Given a system requirements description, produce a specification using UML.
- Produce a rationale of the various design choices made in producing a system specification in UML.

**Content**

- Introduction to object-oriented concepts.
- Overview of the UML modelling language.
- Class diagrams.
- Use cases.
- Interaction diagrams.
- State diagrams.
- Modelling heuristics.

**References**


**HIT8156 Software Process Improvement**

12.5 Credit Points • 1 Semester • 36 Hours • Hawthorn • Prerequisite: HIT8159, HIT8500 or similar university-level software engineering subject which contains a significant introduction to software quality issues and software process models • Teaching methods: Lectures/Guest Lectures by Industry Professionals/Workshops • Assessment: Assignments, Case Study, Research Paper

A subject in the Master of Information Technology

**Aims & Objectives**

This subject aims to engage students in thinking through some of the major issues associated with the efficient and effective development of software-based systems. It addresses the following questions:

- What do we mean by a ‘software development process’?
- How might we define the ‘quality’ of such a process?
- Can we relate the quality of a software development process clearly to the ‘quality’ of the system that is developed?
- How can we assess the quality of a software development process?
- How can we determine a framework for improving the quality of a software development process?
- How can such frameworks be implemented in practice, in organisations of varying sizes?

**Content**

- Various frameworks for software quality management and software process improvement will be studied, in particular ISO 9001, CMM, ISO 15504 and CMMI.
- Approaches to software process improvement suitable for larger organisations, and for SME’s, will be explored.
- Most software development organisations do not engage in SPI. The reasons for this will be examined.
- The literature on the economic benefits of SPI will be examined critically.
- The contrasts between the philosophy of quality management approaches to SPI and recent trends in software development exemplified by the new ‘agile development methods’ will be examined critically.

**References**


**HIT8157 Large Scale System Design**

12.5 Credit Points • 1 Semester • 36 Hours • Hawthorn • Prerequisite: An Intermediate University-Level Software Engineering Subject • Teaching methods: Lectures/Tutorial/Workshop • Assessment: Assignments, Examination, Weekly Question Submission

A subject in the Master of Information Technology

**Aims & Objectives**

To facilitate an in-depth study by students of a selection of current approaches and techniques for large-scale system design, with a special focus on requirements and software architecture.
Content
Modules selected from a collection, covering important issues in software engineering, such as:
- Requirements specifications.
- Validation of requirements.
- Requirements management.
- History and significance of architectures.
- Architectural styles and patterns.
- Architecture and frameworks.
- Architectural design.

References
Robertson, S., Robertson, J., Mastering the Requirements Process, Addison-Wesley, 1999.

HIT8159 Software Quality Management
12.5 Credit Points • 1 Semester • 24 Hours • Hawthorn • Prerequisite: A University-Level Software Engineering Subject. It is assumed that students are technically capable in at least one programming language and will be able to deal with material in Java. • Teaching methods: Class (2 Hours per Week) • Assessment: Assignments, Examinations
A subject in the Master of Information Technology

Aims & Objectives
- To highlight concepts of software quality, especially in the domain of large-scale systems.
- To introduce the notion of disciplined software activities and their place in the improvement of software development practice.
- To suggest realistic techniques for analysing and improving the quality and robustness of a software system.

Content
The subject will deal with, but not be limited to, topics in:
- Software Quality Models.
- Product Quality and Design.
- Software Risk Management.
- Fault Prevention and Tolerance.
- Software Quality Assurance
- Predicting and Managing Risk
- Change and Change Management
- Software Process Improvement

References
Additional papers may also be provided.

HIT8164 Internet Networking Infrastructure
12.5 Credit Points • 1 Semester • 48 Hours • Hawthorn • Prerequisite: HIT1052 or HIT7037 and (HIT2020/6020 or HIT3085/7085) • Teaching methods: Lecture (2 Hours per Week), Laboratory (2 Hours per Week) • Assessment: Assignments, Examinations
A subject in the Master of Information Technology

Aims & Objectives
This subject is based on the study of MANs/WANs and the associated infrastructure technologies to enable Internet networking. Along with the technologies, the associated protocols that are implemented with Internet networking are studied in detail. New developments such as IP over ATM and next-generation Internet are also reviewed.

Content
Technologies include:
- DQDB
- FDDI
- SDH/SONET

Emphasis is placed on protocols:
- TCP/IP protocol suite
- Routing in the Internet
- RIP and OSPF
- Internet multicasting
- DNS
- Firewall design
- Internet security in today’s environment

References
To be advised.

HIT8165 Windows Programming .NET
12.5 Credit Points • 1 Semester • 48 Hours • Hawthorn • Prerequisite: HIT7072 or Equivalent, or a University Subject in C++ Language • Teaching methods: Lectures, Laboratory (2 Hours per Week Each) • Assessment: Assignments, Examinations
A subject in the Master of Information Technology

Aims & Objectives
- To study the Windows interface programming paradigm
- To provide a theoretical and practical background for the development of software under the Windows operating system
- To have a solid foundation in the WIN32 API
- To learn about developing Windows applications using the .NET framework

Content
- Windows interface and architecture
- The WIN32 API
- Using Managed C++ and the .NET framework in C++ Windows programs
- Interoperability issues between Managed and Unmanaged C++ and with COM
- Dialog boxes, menus, toolbars and other Windows controls
- Graphical operations
- Enhanced views
- Dynamic Link Libraries
- Memory management, processes and threads

References

HIT8189 Usability Engineering
12.5 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: (HIT8023 or HIT6024) or (HIT2024) and (HIT8159 or HIT6031) or (HIT3157) • Teaching methods: Lectures, Tutorials, Self-Directed Research, Student Presentations • Assessment: Research, Assignments, Examinations, Presentations
A subject in the Master of Information Technology
Aims & Objectives
To investigate some engineering issues for producing usable systems. To import knowledge and skills in research methods, specifically in the area of human-computer interaction.

Content
A selection of topics from:
- Task analysis: modelling the activities of the user and the demands of the environment for use in design.
- Internationalisation: designing software to allow for use by multiple cultures.
- Formal approaches to specification and design: specifying mission-critical systems.
- Accessibility: designing for less-abled users.
- Visualisation: interactive techniques for representing data.
- Non-GUI and specialist interfaces (e.g. mobile phones, speech interfaces).
- Patterns for usability: extracting best practices in usability for re-use.
- CSCW issues.

References
To be advised. Most reading material will come from research papers.

HIT8197 Advanced .NET Programming
12.5 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: HIT8010 (Completed Semester 2, 2002 only) or HIT8110 or HIT7037 or HIT6052
Teaching methods: Lectures, Laboratory • Assessment: Assignment, Examination
A subject in the Master of Information Technology

Aims & Objectives
On completion of this subject the student will be able to:
- Develop complex programs using the .NET framework classes.
- Understand threading and thread-related issues and implementations.
- Develop applications that use custom events and delegates.
- Develop programs that use MDI forms.
- Create custom controls.
- Use GDI+ to draw controls.
- Develop programs using the C# programming language.
- Develop programs using the Visual Basic.NET programming language.
- Create multi language programs.
- Use .NET class libraries for collections, input and output, and encryption.

Content
- What is .NET?
- Delegates and events
- Threads and threading
- Introduction to Windows forms
- Advanced Windows forms
- Collections
- Input and output, and encryption
- Distributing .NET applications

References
To be advised.

HIT9010 Research Methods
12.5 Credit Points • 1 Semester • 2 Hours per Week • Hawthorn • Prerequisite: Completion of 100 CP of Electives in the Master of Science (Computing) • Teaching methods: Lectures and Tutorials • Assessment: Written Reports, Presentation
A subject in the Master of Science (Computing)

Aims & Objectives
By the end of this subject students should be able to:
- Identify the basic principles of academic research and the fundamentals concepts of research.
- Interpret and critically evaluate previously published research in a formal literature review.
- Describe the characteristic features of common research methods and debate their relative merits.
- Identify a research question and justify the selection of an appropriate research method.
- The ability to produce a written research proposal and effectively present information in an oral presentation.

Content
- Defining research.
- Specifying roles of student and supervisor.
- Developing a research question.
- Reviewing the literature.
- Planning research design.
- Writing a research proposal.
- Presentation techniques.
- Qualitative research methodologies.
- Quantitative research methodologies.
- Writing a research paper and writing skills.

References

HIT9060 IT Project Management
12.5 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: Completion of 100 CP of Electives in the Master of Science (Computing) • Teaching methods: Lectures and Tutorials • Assessment: Written Reports, Presentation
A subject in the Master of Science (Computing)

Aims & Objectives
- Understand the genesis of project management and its importance to improving the success of information technology projects.
- Demonstrate knowledge of project management terms and techniques such as the constraints of project management.
- Be familiar with new approaches such as Agile Project Management.

Content
- Introduction to Project Management.
- The Project Management Context and Processes.
- Project Integration Management.
- Project Scope Management.
- Project Time Management.
- Project Cost Management.
- Project Quality Management.
- Project Human Resources Management.
- Project Communications Management.
- Project Risk Management.

References

HIT9158 Major IT Project A
12.5 Credit Points • 1 Semester • 1 Hour per Week • Hawthorn • Prerequisite: Completion of 100 CP of Electives in the Master of Science (Computing) • Corequisites: HIT9060 IT Project Management • Teaching methods: Project Work, Group Meetings and Consultation with Project Mentor • Assessment: Written Report, Presentation
A subject in the Master of Science (Computing)
Aims & Objectives
Students will apply software engineering principles to the development and successful implementation of a major piece of software which satisfies user needs. Students will gain an understanding of how to work effectively and efficiently in a team.

Content
Students work as a team (typically 4–6 individuals) to develop a software product for a nominated client. Where possible, clients are external to the university. Each group is supervised closely by a member of staff, who acts as a project mentor. This initial subject involves preliminary work, including project scoping, formal project management plan and a software requirements document that are in accordance with currently accepted software engineering principles and practice.

References

HIT9167 Minor Thesis A
12.5 Credit Points • 1 Semester • 4 Hours per Week • Hawthorn • Prerequisite: Completion of 100 CP of Electives in the Master of Science (Computing) with a Distinction Average • Corequisites: HIT9010 Research Methods • Teaching methods: Supervised Reading, Field Work and Individual Consultation as Required • Assessment: Written Report, Presentation
A subject in the Master of Science (Computing)

Aims & Objectives
To provide an opportunity for students to develop analytical, research and report writing skills while exploring a topic in depth.

Content
Students will work on an approved project under staff supervision. This subject will cover the initial stages of the minor thesis, including project scoping, planning and literature review. A preliminary proposal of the project to be undertaken must be submitted for approval by the Subject Convener and it is expected that topics will be related to the current research interests of staff.

References

HIT9258 Major IT Project B
37.5 Credit Points • 1 Semester • 1 Hour per Week • Hawthorn • Prerequisite: HIT9158 Major IT Project A, HIT9060 IT Project Management • Teaching methods: Project Work, Group Meetings and Consultation with Project Mentor • Assessment: Individual Written Report, Software Implementation, Group Report, Group Presentation
A subject in the Master of Science (Computing)

Aims & Objectives
Students will apply software engineering principles to the development and successful implementation of a major piece of software which satisfies user needs. Students will gain an understanding of how to work effectively and efficiently in a team.

Content
Students work as a team (typically 4–6 individuals) to develop a software product for a nominated client. Where possible, clients are external to the university. Each group is supervised closely by a member of staff who acts as a project mentor. This subject follows the preliminary work in HIT9158 Major IT Project A to implement the software system as specified in the software requirements document. The final milestone will include a formal presentation of the completed software at which the client is present. In addition, students who have undertaken the Software Engineering specialisation will be required to submit an individual report documenting the project from a software engineering perspective. Students who have undertaken either the Internet Computing or Information Systems specialisations will be required to submit an individual report documenting their personal contribution to the project from a technical perspective.

References

HIT9267 Minor Thesis B
37.5 Credit Points • 1 Semester • 1 Hour per Week • Hawthorn • Prerequisite: HIT9010 Research Methods, HIT9167 Minor Thesis A • Teaching methods: Supervised Reading, Field Work and Individual Consultation as Required • Assessment: Written Report, Presentation
A subject in the Master of Science (Computing)

Aims & Objectives
To provide an opportunity for students to develop analytical, research and report writing skills while exploring a topic in depth.

Content
Students will work on an approved project under staff supervision. This subject will extend the preliminary work undertaken in HIT9167 Minor Thesis A through a theoretical or experimental investigation. There will be a requirement for formal monthly reporting by the candidates, both oral and written throughout the project. Failure to meet satisfactory standards of progress may preclude final submission for the Masters degree. Students will present their research results to staff and students in a school seminar or equivalent. The thesis will be examined by at least two examiners.

References

HMM634 Non-Contact Inspection and Measurement
12.5 Credit Points • 1 Semester • Hawthorn • Prerequisite: Nil • Assessment: Assignments and Exam
A subject in the Graduate Diploma and Master of Engineering (Robotics and Automation)

Aims & Objectives
After completion of this subject you should be able to:

• Appreciate the techniques available for non-contact inspection and measurement in manufacturing.
• Understand and describe the fundamentals of optical systems applicable to non-contact inspection and measurement.
• Understand and apply computer vision and digital image processing techniques to non-contact inspection and measurement.

Content

References
Batchelor, B.G., Hill, D.A., Hodgson, D.C., Automated Visual Inspection, IFS
Aims & Objectives
To provide students with knowledge for the design and operation of robot systems for manufacturing applications.

Content
Robot Applications in Manufacturing: Material handling. Spot welding. Spray painting. Arc welding, etc.
Automated Guided Vehicles: Design of automated guided vehicle-based material handling systems. Comparison with robot-based systems.

References

HMM637 Project
50 Credit Points • 1 Semester • Hawthorn • Prerequisite: Nil • Teaching methods: Supervised private research, field work and consultation • Assessment: Project/Thesis 100%
A subject in the Master of Engineering (Robotics and Automation).

Aims & Objectives
To provide an opportunity for students to develop analytical, research and thesis writing skills while exploring a topic in depth.

Content
Students will work on an approved project under staff supervision. Projects will require a literature survey and a theoretical or experimental investigation. Where appropriate, the projects should be industry-sponsored and have direct relevance to the student’s area of employment.
There will be a requirement for formal monthly reporting by the candidates, both oral and written throughout the project. Failure to meet satisfactory standards of progress may preclude final submission for the Masters degree. Students will present their research results to staff and students in a school seminar or equivalent.

References
As appropriate to be prescribed by project supervisor.

HMM649 Fundamentals of Industrial Engineering
12.5 Credit Points • 1 Semester • Hawthorn • Prerequisite: Nil • Assessment: Examination, Project, Assignments
A subject in the Graduate Certificate, Graduate Diploma and Master of Engineering in Industrial Engineering.

Aims & Objectives
To provide an overview of the evolution of industrial engineering as an effective and dynamic discipline, the tools, techniques and their applications; role of IEs and their impact on productivity of organisations; future trends.

Content
Scheduling: Types. Modelling. Measuring effectiveness. Examples from personnel, shop floor, etc.

Recommended reading

HMM650 Process Improvement and Quality
12.5 Credit Points • 1 Semester • Hawthorn • Prerequisite: Nil • Assessment: Examination, Project, Assignment
A subject in the Graduate Certificate and the Graduate Diploma and Master of Engineering (Industrial Engineering).

Aims & Objectives
To provide a thorough understanding of the meaning, measurement and management of productivity and quality issues and ways of improving, establishing implementation and standardisation.

Content
Productivity:
• Concepts, definition, history, impact on management, employees, structure, customer supplies models, teams, culture, productivity indices.
• Basic approaches, S5s, 20 keys model, small group activities.
• Performance measurement, systematic approaches, models, types of measures, key performance measures (KPM), tools and implementations.
• Visual control, visual systems designs, development and implementation.
• Mathematical models for productivity designs, data envelopment analysis.
• Benchmarking concepts, approaches, sources of data, government assistance, best practice.

Quality:
• Understanding quality, cost of quality, internal/external customers, impact on culture, organisational views, training.
• The path, gurus and their views, total employee involvement, chain of customers, customer focus, workplace culture.
• TQM planning and implementation issues in detail, management role, costs, plans, recognition, awards.
• Statistical quality control, concept of variation, measuring variation, control charts.
• Quality systems, history of standards, needs, ISO 9000, AS 9000 series concepts, structure, meaning, full implementation plan, review and auditing.

**Recommended reading**

**HMM655 Decision Analysis**

12.5 Credit Points • 1 Semester • Hawthorn • Prerequisite: Nil • Assessment: Assignments, Examination, Project
A subject in the Graduate Diploma and Master of Engineering (Robotics and Automation); and the Graduate Diploma and Master of Engineering (Industrial Engineering).

**Aims & Objectives**
To introduce the decision-making process and techniques used to model a variety of decision scenarios of quantitative and qualitative nature and to apply them to real industry-based engineering problems using appropriate software packages.

**Content**
• Concepts in technology management leading to strategic decisions.
• Nature, complexity, trends and developments in the decision-making process.
• Cash flow modelling: NPV, IRR and other evaluation methods.
• Uncertainty: Nature and its measurement by probability and utility functions. Uncertainty and qualitative decision methods and applications: decision trees, influence diagrams, computer-based systems.
• Investment problems: Share market. Portfolio analysis.
• Group decisions: Managerial and corporate level group decisions, tools and techniques.
• Case studies: Several case studies and projects will be discussed and conducted.

**Recommended reading**

**HMM656 Systems Optimisation and Reliability**

12.5 Credit Points • 1 Semester • Hawthorn • Prerequisite: Nil • Assessment: Assignments, Examination, Project
A subject in the Graduate Certificate, Graduate Diploma and Master of Engineering (Industrial Engineering).

**Aims & Objectives**
To provide knowledge and skill in modelling and optimisation of physical/ conceptual systems and ways of assessing and improving the reliability of systems.

**Content**


**Recommended reading**

**HMM657 Computing for Industrial Engineering**

12.5 Credit Points • 1 Semester • Hawthorn • Prerequisite: CBT (or equivalent) • Online Training in C++ • Teaching methods: Regular Meetings with Subject Convener • Assessment: Project 50% Exam 50%
A subject in the Graduate Certificate, Graduate Diploma and Master of Engineering (Industrial Engineering).

**Aims & Objectives**
To undertake a software-based development project, preferably industry-based, in a field of industrial engineering.

**Content**
Lectures will focus on the software development techniques and highlights of database technology, programming style and current trends. Emphasis is on project work, which needs to be software-based and exemplifying a typical application that relates to industrial engineering methods. Students should submit the final project report and software by the last week of this module.

**HMM658 Design of Physical Facilities**

12.5 Credit Points • 1 Semester • Hawthorn • Prerequisite: Nil • Assessment: Assignments, Examination, Project
A subject in the Graduate Diploma and Master of Engineering (Industrial Engineering).

**Aims & Objectives**
To provide knowledge in design and implementation of logistic issues, including material handling, warehouses, distribution systems, layout design, services and utilities, procurement.

**Content**
Facilities Design: Understanding concepts. Location problem and models. Cells, structure, benefits, group technology and cell formation for operations (manufacturing and business focus). Data and algorithms. Software. Nature of


Warehousing: Nature of inventory, costs, inventory models. Warehouse operations. Warehouse systems. Automated storage and retrieval systems (AS/RS). Warehouse information systems. Integration with the rest of the company.


**Recommended reading**
Seth, Facility Planning and Material Handling, 1995.

**HMM661 Project**
30 Credit Points  •  1 Semester  •  Hawthorn  •  Prerequisite: All Graduate Diploma of Engineering subjects, in related specialisation  •  Teaching methods: Minor Thesis  •  Assessment: Project/Thesis 100%

A subject in the Master of Engineering (Computer Integrated Manufacture) and Master of Engineering (Robotics and Automation).

**Aims & Objectives**
To provide an opportunity for students to develop analytical, research and thesis writing skills while exploring a topic in depth.

**Content**
Students will work on an approved project under staff supervision. Projects will require a literature survey and a theoretical or experimental investigation. Where appropriate, the projects should be industry sponsored and have direct relevance to the student’s area of employment. There will be a requirement for formal monthly reporting by the candidates, both oral and written throughout the project. Failure to meet satisfactory standards of progress may preclude final submission for the Masters degree. Students will present their research results to staff and students in a school seminar or equivalent. The thesis will be examined by at least two examiners.

**References**
As appropriate to be prescribed by the project supervisor.

**HMM662 Computer Aided Design**
12.5 Credit Points  •  1 Semester  •  Hawthorn  •  Prerequisite: Nil  •  Assessment: Assignments, Examinations, Project

A subject in the Graduate Certificate of Engineering (CAD/CAM), Graduate Diploma and Master of Engineering (Computer Integrated Manufacture), and the Graduate Certificate, Graduate Diploma and Master of Engineering (Microsystem Technology).

**Aims & Objectives**
- To provide students with the opportunity to learn the fundamentals of CAD.
- To provide a degree of competency in using a CAD system.
- To enable to work on a realistic CAD project.

**Content**
CAD Hardware and Software:
- Elements of a CAD system.
- Workstation environment.
- Graphic processors.
- Graphical terminals.
- Data storage and input devices.
- Output Devices.
- CAD software and operating systems.
- Data exchange standards: IGS, PDES, STEP

**Graphic Elements and Transformation Systems:**
- The design process and the role of CAD.
- 2D and 3D graphic elements: points, lines, curves, zooming, panning, mirror image, symbol libraries, parametric design.
- Windowing and clipping.
- 2D and 3D translation, rotation, scaling matrices and applications.
- Hiddenline algorithms.
- Mass property algorithm.
- Shading.

**Geometric Modelling:**
- Wireframe modelling.
- Limitations and applications.
- Solid modelling.
- Constructive solid geometry (CSG) method and B-rep method.
- Applications of boolean operations.
- Features of solid modelling: filleting, sectioning, analysis.
- Feature based and parametric modelling.

Hands-on Advanced 3D Modelling System:
- Hands on wireframe, surface and solid modelling techniques and feature-based parametric modelling.
- Concept of CAD/CAM.
- Projects on geometric modelling.

**Recommended reading**

**HMM663 Enterprise Management Systems**
12.5 Credit Points  •  1 Semester  •  Hawthorn  •  Prerequisite: Nil  •  Assessment: Assignments, Projects and Examination

A subject in the Graduate Certificate, Graduate Diploma and Master of Engineering (Computer Integrated Manufacture), and the Graduate Certificate, Graduate Diploma and Master of Engineering (Industrial Engineering).

**Aims & Objectives**
To provide a thorough coverage of the essential activities and their interrelationships in development of operational systems within the supply chain. To study the management approaches developed to best utilise these systems in the competitive global market.

**Content**

Swinburne University of Technology | Postgraduate Course Handbook 2004

Forecasting: Techniques for casual models and time series analysis. Box Jenkins approach.


**Recommended reading**


**HMM664 Advanced Robotics**

12.5 Credit Points • 1 Semester • Hawthorn • Prerequisite: Nil • Assessment: Assignment, Project & Examination

A subject in the Graduate Certificate of Engineering (CAD/CAM), Graduate Diploma and Master of Engineering (Computer Integrated Manufacture); and the Graduate Certificate, Graduate Diploma and Master of Engineering (Robotics and Automation).

**Aims & Objectives**

To provide students with an understanding of the design, operation and control of robots.

**Content**

- Low Cost Automation: programmable logic controller (PLC) based circuit design.
- Introduction to Robotics: definitions, classifications, characteristics.
- Mechanical Design of Manipulators: gears, linkages, belt drives, v-belts, harmonic drives, hydraulic drives.
- Robot Arm Kinematics: direct kinematic problem, inverse kinematic problem, trajectory planning.
- Robot Dynamics: static/dynamic forces, Lagrangian-Euler formulation, generalised equations of motion.
- Mobile Robots: kinematic modelling of wheeled robots, models of walking, navigation.
- Service and Medical Robots: introduction, sensing and control requirements, future directions.
- Tele-operation and Robotics: classification of tele-operator systems, tele-operation with open loop control.

**Recommended reading**


**HMM665 Numerical Control Systems**

12.5 Credit Points • 1 Semester • Hawthorn • Prerequisite: Nil • Assessment: Assignment, Project Work and Examination

A subject in the Graduate Certificate of Engineering (CAD/CAM), Graduate Diploma and Master of Engineering (Computer Integrated Manufacture), and the Graduate Certificate, Graduate Diploma and Master of Engineering (Robotics and Automation).

**Aims & Objectives**

To provide a sound appreciation of the nature, operation, programming and application of numerical control (NC) – both as a particular mode of control in manufacturing, and in terms of its relationship with other approaches to automation including FMS and rapid product development.

**Content**

NC Systems:

- Rationale.
- The nature of numerical control and its relationships to other forms of automation.
- Distinction between generic NC, CNC, DNC, DDNC.
- Components and characteristics of devices operated under NC which set them apart from other systems: structure of NC controllers, motors and feedback devices.
- NC machine tools, modern features and development trends.

NC Programming Methods:

- Characteristics, relative advantages and limitations of the various approaches to NC part programming (manual, computer-assisted, interactive-graphic, CAD/NC).
- Programming for families of parts and parametric programming.

NC Applications:

- Appropriate application areas, flexibility and the context in which the advantages of NC can be exploited in relation to manual conventional automation systems.

Flexible Manufacturing Systems:

- Technology view of FMS.
- FMS system components.
- Process centres.
- Material handling.
- FMS software overview.
- Adaptive control.

Rapid Product Development:

- Introduction to rapid product development.
- Commercially available systems.
- Processes under development.
- Applications of rapid prototyping.
- Conversion technologies.
- Reverse engineering.
- Development of soft tooling.
- Rapid tooling.
- Metal spray techniques, EDM tools.
- CNC versus RP.

**Recommended reading**


HMM666  Intelligent Manufacturing Systems
12.5 Credit Points • 1 Semester • Hawthorn • Prerequisite: Nil • Assessment: Projects and Examinations
A subject in the Graduate Diploma and Master of Engineering (Computer Integrated Manufacture).

Aims & Objectives
To contribute to better understanding of developments and applications of intelligent manufacturing systems.

Content
Computer Aspects and Knowledge-Based Systems:
- Database technology.
- Networking.
- Benefits and problems.
- Knowledge-based systems.
- Overview of the concepts, approaches.
Flexible Manufacturing Systems and CIM:
- Concept of flexibility, benefits, structures.
- Flexible assembly systems.
- Process planning for FASs.
- Tool management and tool storage policies.
- The CIM philosophy.
- Benefits, structure, trends and problems.
Concurrent Engineering:
- Product development life cycle.
- Requirements for effective concurrent engineering.
- Plans, key linkages and information flow for CE.
Holonic Manufacturing Systems and Agile Competition:
- Architecture and technology for open, distributed, intelligent, autonomous, cooperative ('holonic') systems.
- Introduction to agility and its conceptual framework.
- Agile manufacturing and change management.
- Agile manufacturing.
- Enterprise design.
Dynamic Scheduling:
- Benefits.
- Data requirement.
- Methods.
Laser Applications in Manufacturing:
- Applications in surface treatment, rapid tooling.

Recommended reading

HMM667  Computer Control and Sensing
12.5 Credit Points • 1 Semester • Hawthorn • Prerequisite: Nil • Assessment: Project and Examination
A subject in the Graduate Diploma and Master of Engineering (Computer Integrated Manufacture); the Graduate Diploma and Master of Engineering (Robotics and Automation); and the Graduate Diploma and Master of Engineering (Microsystem Technology).

Aims & Objectives
To provide an understanding of modern computer control and monitoring techniques, (including networks) as applied to advanced manufacturing systems. To examine the architecture of modern computers and the interaction between computers and sensors for industrial control and monitoring.

Content
Computer Architecture – Hardware and Software Elements:
- Boolean logic.
- Basic digital circuits for control.
- Flip-flops, counters, registers, state-machines.
- Memory devices, programmable array logic (PAL).
- Microprocessors, digital signal processors (DSPs).
- Address and data bus structures.
- Memory mapping.
- Micro-code.
- Machine code.
- Assembly languages.
- Memory management (paging).
- Operating systems.
- Compilers.
Interfacing – Basic Stages in the Closed Loop:
- Transformation.
- Isolation.
- Protection.
- Conversion to and from analog voltage forms (D/A and A/D conversion).
- Signal conditioning.
Interfacing Elements – Analog Circuit Components:
- Diodes and Zener diodes.
- BJTs and FETS.
- Operational amplifiers.
- Thyristors and rectifiers.
- External circuit characteristics (Input and output impedance).
Interfacing Elements – Basic Transducers and Sensors:
- Strain gauges.
- Thermo-couples.
- Encoders.
- Resolvers.
- Limit-switches.
- Opto-couplers.
- Selection and performance criteria.
Computer Control Using Networks:
- Basic computer-to-computer interaction.
- Point-to-point links.
- Local area networks and real-time networking for control.
Computer Control through Hardware Interfacing:
- The complete control loop, following signals through from feedback devices to computer hardware and software stages and on to computer-generated control outputs.

References
HMM668 Expert Systems, Simulation and Modelling
12.5 Credit Points • 1 Semester • Hawthorn • Prerequisite: Nil • Assessment: Assignments and Examination
A subject in the Graduate Diploma and Master of Engineering (Industrial Engineering), and the Graduate Diploma and Master of Engineering (Computer Integrated Manufacture).

Aims & Objectives
To provide an understanding of the characteristics and uses of modelling, simulation and expert systems technology, particularly in relation to improving the performance of manufacturing operations.

Content
Case Based Reasoning: Case retrieval systems. Nearest neighbour retrieval systems. Inductive retrieval systems. Adaptation. Classification of CBR applications.

Recommended reading

HMM669 Computer Modelling and FEA
12.5 Credit Points • 1 Semester • Hawthorn • Prerequisite: Nil • Assessment: Assignments, Project and Examination
A subject in the Graduate Diploma and Master of Engineering (Computer Integrated Manufacture), and the Graduate Diploma and Master of Engineering (Robotics and Automation).

Aims & Objectives
To provide a working knowledge of advanced computer aided design techniques, modelling, analysis and its applications.

Content
Finite Element Analysis:
• Fundamentals of FEA.
• 2D and 3D elements.
• Modelling technique.
• Mesh generation.
• Linear and non-linear static analysis.
• Dynamic analysis.
Kinematic Modelling:
• Elements of kinematic and robotics models.
• Modelling techniques.
• Modelling of mechanisms and robot cells, applications.
Space Curves and Surfaces:
• Theory of curves and surfaces used in CAD systems.

References

HMM727 Risk Research and Project
12.5 Credit Points • 1 Semester Full-time or 2 Semesters Part-time • 24 Hours Minimum • Hawthorn • Prerequisite: Nil • Teaching methods: Lectures and Practical Work • Assessment: Project Report, Seminar
A subject in the Graduate Diploma, Master of Technology in Risk Management.

Aims & Objectives
Students who have passed this subject will possess:
• Skills and techniques for conducting research project in the field of risk management.
• Project management skills.
• Experience in carrying out a research project in the field of risk management and reporting on the findings.

Content
• Research methodology and orientation, Resource-gathering techniques, data acquisition and analysis.
• Use of library as resource centre.
• Research communication techniques.
• Project management processes and techniques.
• Execution of project to achieve a practical result.

References
HMM911 Risk Dissertation

12.5 Credit Points • 1 Semester Full-time or 2 Semesters Part-time • 70 Hours Minimum • Hawthorn • Prerequisite: Nil • Teaching methods: Self-directed work under staff supervision • Assessment: Continuous
A subject in the Master of Technology in Risk Management.

Aims & Objectives
Students who have passed this subject will possess:
- Development of independent research and reporting skills.
- Skills in applying the subject matter concerning risk in seeking out solutions to a defined practical loss prevention problem.
- Mastery in a specific risk-management-related area.

Content
Students will work on an approved project under Swinburne staff supervision. External supervisors may, where appropriate, also be appointed. The project will involve the application of research techniques, including literature search and experimental investigation. Where possible, the selection of topic should be industry-based and of relevance to the student in their area of employment. The investigated work, results and conclusions must be presented as a written dissertation in accordance with approved guidelines. Oral presentations and other written material suitable for publication and presentation will also be required.

References

HMS755 Epidemiology for Health Psychologists

12.5 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: Nil • Teaching methods: Classes Supplemented by Computer Laboratory Work. Subject available on and off campus. • Assessment: Assignments, Tests, Participation. Extra assessment tasks may be required for DPysch students.
A subject in the Master of Psychology (Health Psychology) and Professional Doctorate of Psychology (Health Psychology)

Aims & Objectives
To provide health psychology students with an understanding of some of the methodologies used in epidemiological research and to develop critical skills in the evaluation of health and medical literature related to rates and risks.

Content
- Introduction: epidemiologic criteria for causality.
- Measurement of exposures and outcomes.
- Demographic measures: birth and death rates.
- Case-control and cohort study designs.
- Intervention studies: clinical trials and community interventions.
- Screening.
- Rates: prevalence and incidence.
- Ratios: SMR and PMR.
- Risks: odds ratios and relative risks; logistic regression.

References

HMS766 Special Topics

12.5 Credit Points • Hawthorn • Prerequisite: Varies with topic (decided by course convenor in individual cases) • Teaching methods: Depends on the subject, but normally by lectures and practical work. In some cases it could involve the student doing an individual reading course. • Assessment: Assignments
A subject in the Graduate Diploma of Science (Applied Statistics)

Aims & Objectives
This subject provides opportunities for students to study a topic which is not offered in the regular Swinburne Graduate Statistics program.

Content
This will vary with the topic. For example a student may wish to study a subject which is not covered in the Swinburne Graduate Statistics Programs but is offered at other relevant programs, such as at the summer and winter courses offered by the Australian Consortium for Social and Political Research Inc., ACSPRI.

References
These will vary with the topic.

HMS770 Statistical Practice 1

12.5 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: Some knowledge of basic statistics is assumed. • Teaching methods: Classes and computer work integrated in small classes, supplemented by audiovisual presentations. Subject available on and off campus. • Assessment: Assignments, Tests
A subject in the Graduate Certificate of Science (Applied Statistics), Graduate Diploma of Science (Applied Statistics) and Masters of Science (Applied Statistics)

Aims & Objectives
To provide a computer-based introduction to the concepts and practice of data collection, analysis and presentation including statistical estimation and testing.

Content
This is a computer-based course which involves the use of modern methods of accessing data from the Internet using both basic downloading and converting methods. It will concentrate on the descriptive analysis and presentation of data, including the use of modern graphical and tabular techniques. Data for analysis will be chosen to suit the students’ area of interest; social, health or sports.

In this practical subject, methods will be applied to univariate, bivariate and multivariate data. It will involve gathering data from different sources. Examples and exercises will relate to real situations where students will have to decide which methods to apply and how to report the results. Students will learn how to use appropriate methods for finding relationships, determining whether groups differ significantly on particular characteristics, estimating population values and determining appropriate sample size.

Textbook

References

HMS771 Statistical Practice 2

12.5 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite:
HMS770  • Corequisites:  HMS772  • Teaching methods: Classes and Computer Work integrated in Small Classes, Supplemented by Web-based and Other Presentations. Subject available on and off campus.  • Assessment: Assignments, Tests

A subject in the Graduate Certificate of Science (Applied Statistics), Graduate Diploma of Science (Applied Statistics) and Masters of Science (Applied Statistics).

Aims & Objectives
- To extend the ideas developed in Statistical Practice 1 to include more advanced analyses.
- To broaden the range of applications students are familiar with, so that they will be able to carry out independent statistical investigations.
- To develop an awareness of the assumptions and limitations involved in the generalisation of results of such investigations.

Content
Extension of statistical inference to testing means for more than two groups, using analysis of variance for single factor and two factor designs with interaction. An introduction to power analysis. Inference for simple regression, testing regression assumptions using residual analysis and data transformations. Non-parametric methods for testing medians in single, related and independent groups (eg Binomial, sign, Wilcoxon, Friedman, Kruskal-Wallis). Analysis and interpretation of crosstabulations, including measures of association.

References
Computer package: SPSS for Windows

HMS772  Basic Statistical Computing
12.5 Credit Points  • 1 Semester  • 3 Hours per Week  • Hawthorn  • Prerequisite: Nil  • Teaching methods: Mainly Hands-on Computer Laboratory Sessions
Supplemented by Classroom Instruction as needed. This subject is also available off campus.  • Assessment: Computer Based Tests, Assignment (including an oral presentation)

A subject in the Graduate Certificate of Science (Applied Statistics), Graduate Diploma of Science (Applied Statistics) and Masters of Science (Applied Statistics).

Aims & Objectives
To develop competence in the use of personal computers and to acquire a level of statistical computing competency necessary for statistics research.

Content
This subject will include a familiarisation with personal computers, an extensive introduction to a mainstream statistical package, such as SPSS for Windows, and the use of descriptive statistics procedures. There will also be an introduction to a mainstream spreadsheet such as Excel. Ideas of data presentation and visualisation will be introduced.

References
SPSS for Windows (latest version) (statistical package).
Phillips, B. et al., SPSS for Windows, Swinburne: School of Mathematical Sciences.
User guides for the packages used (latest version).
Sala, P., An Introduction to Excel, Swinburne.
Statistical packages: SPSS for Windows and Microsoft Excel.

HMS773  Survey Research Practice
12.5 Credit Points  • 1 Semester  • 3 Hours per Week  • Hawthorn  • Prerequisite: Nil  • Teaching methods: Class Teaching with Individual and Group Assignment Work.

Subject available on and off campus.  • Assessment: Assignments, Test, Presentation

A subject in the Graduate Certificate of Science (Applied Statistics), Graduate Diploma of Science (Applied Statistics) and Masters of Science (Applied Statistics).

Aims & Objectives
To identify and understand some of the methodologies used in survey research in the social and health sciences.

Content
An overview of the procedures used in survey research, questionnaire design and interview techniques (personal and telephone), mail surveys and on-line data collection. An introduction to methods of sampling. Other topics include editing, coding, and quality control of survey data in preparation for processing and analysis. Examples will be drawn from areas such as sociology, psychology, economics, medical sciences and market research. Also an introduction to the basic techniques used to analyse survey data, such as construction of scales.

Textbooks

HMS774  Introduction to Health Statistics
12.5 Credit Points  • 1 Semester  • 3 Hours per Week  • Hawthorn  • Prerequisite: HMS770  • Teaching methods: Classes Supplemented by Computer Laboratory Work. Subject available on and off campus.  • Assessment: Assignments, Tests, Participation

A subject in the Graduate Certificate of Science (Applied Statistics), Graduate Diploma of Science (Applied Statistics) and Masters of Science (Applied Statistics).

Aims & Objectives
To introduce students to statistical measures and techniques which are specifically relevant to the health sciences, to enable them to make reasoned conclusions from the measures.

Content
This subject will include a study of the following: an introduction to epidemiology, mortality data, morbidity data, screening, randomised clinical trials, community interventions, cohort studies, case control studies, ratios in health statistics, risks: odds ratios and relative risks.

Textbook

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HMS775 Chance and Gaming
12.5 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: Nil
• Corequisites: HMS770, HMS772 • Teaching methods: Interactive Computer Lab-based Teaching.
Available on and off campus. • Assessment: Assignments, Tests, Project
A subject in the Graduate Certificate of Science (Applied Statistics), Graduate Diploma of Science (Applied Statistics) and Masters of Science (Applied Statistics).

Aims & Objectives
• To introduce students to elementary probability and distribution theory.
• To give students an understanding of the gaming and wagering industry.
• To illustrate the use of Microsoft Excel as a tool for solving a range of gambling problems.

Content
The history of probability and its beginnings through application to gambling problems. The importance and extent of the gambling industry, including the insurance industry.

This subject will cover various aspects of probability, including expected values, conditional probability, mutually exclusive and independent events, tree diagrams, odds/probability conversion, probability distributions – normal, binomial, geometric and hypergeometric. Probability will be explored in a variety of gambling contexts, including casino games, index betting, Tattslotto, Keno, trifectas and quinellas. Betting strategies, runs and randomness, setting a fixed odds book, operation of the totaliser and games, index betting, Tattslotto, Keno, trifectas and quinellas. Betting strategies, runs and randomness, setting a fixed odds book, operation of the totaliser and gaming fallacies will also be discussed.

Textbook

References

的概率论与概率论的应用
The course will include multiple regression, multivariate analysis of variance, factor analysis and discriminant analysis. Analysis will be done using SPSS for Windows.

References

HMS780 Multivariate Statistics
12.5 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: Nil
• Corequisites: HMS770, HMS772 • Teaching methods: Classes, Supplemented by Computer Laboratory Work integrated in Small Classes, Supplemented by Web-based and Other Presentations. Subject available on and off campus. • Assessment: Assignments, Tests
A subject in the Graduate Diploma of Science (Applied Statistics) and Masters of Science (Applied Statistics).

Aims & Objectives
• To identify the multivariate techniques most commonly used in social research and to understand the assumptions underlying their use.
• To apply these techniques to relevant situations using statistical packages and to interpret and report the results of the analyses.

Content
The history of probability and its beginnings through application to gambling problems. The importance and extent of the gambling industry, including the insurance industry.

This subject will cover various aspects of probability, including expected values, conditional probability, mutually exclusive and independent events, tree diagrams, odds/probability conversion, probability distributions – normal, binomial, geometric and hypergeometric. Probability will be explored in a variety of gambling contexts, including casino games, index betting, Tattslotto, Keno, trifectas and quinellas. Betting strategies, runs and randomness, setting a fixed odds book, operation of the totaliser and gaming fallacies will also be discussed.

Textbook

References

的概率论与概率论的应用
The course will include multiple regression, multivariate analysis of variance, factor analysis and discriminant analysis. Analysis will be done using SPSS for Windows.

References

HMS771 Further Statistical Computing
12.5 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: Nil
• Corequisites: HMS770, HMS772 • Teaching methods: Interactive Computer Lab-based Teaching.
Available on and off campus. • Assessment: Assignments, Tests
A subject in the Graduate Diploma of Science (Applied Statistics) and Masters of Science (Applied Statistics).

Aims & Objectives
To increase students’ competence in the use of statistical packages and to apply this knowledge and skill to some more advanced data management, data presentation and statistical procedures.

Content
Extends the work done in Basic Statistical Computing to cover some further features of statistical and data management packages in the social sciences. Emphasis will be on more advanced file handling, data presentation and statistical procedures of the packages. This includes the special table and graphical features of SPSS. An introduction the SAS System.

References
User guides for the packages used.
School of Mathematical Sciences notes.

HMS782 Forecasting
12.5 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: Nil
• Corequisites: HMS771, HMS772 • Teaching methods: Classes, Supplemented by Computer Laboratory Work and use of Online Materials.
Subject available on and off campus. • Assessment: Assignments, Tests
A subject in the Graduate Diploma of Science (Applied Statistics) and Masters of Science (Applied Statistics).

Aims & Objectives
• To introduce students to problems encountered in working with observational data used in forecasting.
• To introduce students to the forecasting methodologies needed for managerial planning and decision-making.
• To improve students’ team-working and analytical capabilities.

Content
• Time series analysis.
• Forecasting using naive, averaging and exponential smoothing methods.
• Error analysis.
• Building forecasts using Excel.
• Regression models for prediction.
• Judgemental methods.
• Time series data and autocorrelation problem.
• Box-Jenkins (ARIMA) methodology.
• Model building strategy.
• Model selection criteria.
• Models for seasonal data.
• Use of SPSS for implementation of Box-Jenkins methodology.

References


HMS783 Demographic Techniques
12.5 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: HMS770 Teaching methods: Classes and Computer Laboratory Sessions. Available on and off campus. • Assessment: Assignments, Tests
A subject in the Graduate Diploma of Science (Applied Statistics) and Masters of Science (Applied Statistics).

Aims & Objectives
To help develop a demographic perspective, to introduce the methods of measuring the demographic process and to develop an awareness of the implications of demographics in the business and social environment.

Content
Demography relates to the study of the size, composition and distribution of a population, and how they change over time. In this subject, students will learn about sources of demographic data, some of their uses, and what they have to offer other disciplines. It will introduce indicators of population characteristics such as elementary rates and ratios with examples from mortality, fertility, mobility and migration. It may also cover topics of spatial patterns, demographic segmentation and population projections will look at models for regional demographic analysis, and consider some social implications of demographic data. Sources of data will be selected from the Internet, ABS and Census data and CD-ROM technology. Much of the analysis will be done using a suitable spreadsheet package such as Excel.

References

HMS784 Regression Models in Health
12.5 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: HMS774 Teaching methods: Classes. Available on campus only. • Assessment: Assignments, Class Exercises
A subject in the Graduate Diploma of Science (Applied Statistics) and Masters of Science (Applied Statistics).

Aims & Objectives
To develop critical and analytical skills in the evaluation of the health and medical literature on regression models used in health, with an emphasis on statistical and methodological analysis.

Content
• Linear regression analysis for continuous data.
• Classical analytic methods for risks and rates.
• Logistic regression methods for the analysis of binary data.
• Analysis of survival data.
• Poisson regression methods for the analysis of count data.

References

Computer package: Stata

HMS785 Epidemiological Methods
12.5 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: HMS774 Teaching methods: Classes. Available on campus only. • Assessment: Assignments, Class Exercises
A subject in the Graduate Diploma of Science (Applied Statistics) and Masters of Science (Applied Statistics).

Aims & Objectives
To describe and understand some of the methodologies used in epidemiological research, and to appreciate the issues and problems involved in common health research programs. This will involve the development of critical skills in the evaluation of health and medical literature involving epidemiology, with an emphasis on statistical and methodological analysis.

Content
The main areas of study will be chosen from:
Epidemiological Study Designs:
• Descriptive and analytical studies.
• Observational versus experimental designs.
• Cross-sectional surveys.
• Cohort and case-control studies.
• Clinical trials and intervention studies.
• Determination of sample size.

Confounding:
• Identifying potential confounding.
• Stratification and adjusted estimates.
• Regression and multivariate adjustment, matching.

Diagnostic Tests:
• Repeatability and validity of tests for disease.
• Sensitivity and specificity of tests.
• Predictive value and prevalence.
• Bayes’ theorem.

Screening for Disease:
• Reasons for screening.
• Requirements for screening.
• Prevalent and incident cases.
• Quality of screening test.
• Meta analysis.

Textbooks
There is no set textbook for this subject. Lecture notes and copies of papers from the health and medical literature will be issued for each session, and these will form the basis of the material examined. The references below are recommended reading, but students should be aware that they generally cover much more subject matter than that contained in the current unit.
References

HMS786 Survey Sampling
12.5 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: HMS770, HMS773 • Teaching methods: Class Teaching integrated with Computer Sessions using Excel and Stata. Available on and off campus. • Assessment: Assignments, Tests
A subject in the Graduate Diploma of Science (Applied Statistics) and Masters of Science (Applied Statistics).

Aims & Objectives
To introduce the theory and practice of sampling methods used for social surveys.

Content
- The theory and practice of sampling methods for social surveys.
- Probability sampling methods, including simple random sampling, systematic sampling, stratified sampling, cluster sampling and multi-stage sampling.
- Estimation of population means, totals, proportions and ratios and their standard errors from samples.
- Sample design effects.
- Non-probability sampling methods.
- Methods for dealing with non-response.
- Weighting.

References
Stata Reference Manual, Stata Press College Station, Texas.
Stata Package, Stata Press College Station, Texas.

HMS787 Database Development and Management
12.5 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: HMS772 • Teaching methods: Small Group Classes and Computer Work. Available on campus only. • Assessment: Assignments
A subject in the Graduate Diploma of Science (Applied Statistics) and Masters of Science (Applied Statistics).

Aims & Objectives
To develop knowledge and skills in the development, management and manipulation of databases.

Content
- Design and development of databases using a variety of computer packages (Access, Excel, SPSS, SAS).
- Data handling and manipulation.
- Transfer of data between computer packages.
- Preparation of data files for statistical analyses.

References
Computer packages: SPSS for Windows, Access, Excel, SAS

HMS788 Sports Performance Modelling
12.5 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: HMS770, HMS772 and HMS775 • Teaching methods: Classes and Computer Laboratory Sessions. Available off and on campus. • Assessment: Assignments, Test, Project
A subject in the Graduate Diploma of Science (Applied Statistics) and Masters of Science (Applied Statistics).

Aims & Objectives
- To give students an introduction to statistical modelling in sport.
- To enable students to implement simple models via Excel and other packages, and appreciate the underlying assumptions and limitations.

Content
Introduction to modelling:
- Markov chain and probability models of scoring systems.
- Applications to chance of winning and length of matches in tennis, squash and other scoring systems.
- Implementation via spreadsheets.

Statistical distributions:
- Applications of the binomial, Poisson, geometric, exponential and normal distributions to goal scoring, cricket, tennis, hot streaks, player statistics.
- Testing goodness of fit using Chi-square and Kolmogorov tests.

Linear modelling:
- Prediction using regression analysis, fitting linear models to season results using indicator variables.
- Applications to team rating, prediction, home advantage.

Optional Topics:
- Other topics such as logistic regression and dynamic programming may be covered.

References
Computer packages: SPSS for Windows, Excel, SAS.

HMS790 Industrial/Research Project
25 Credit Points • 1 Semester • Hawthorn • Prerequisite: Graduate Diploma of Science (Applied Statistics) with at least a credit average • Teaching methods: Independent Supervision • Assessment: Presentation of Project

Aims & Objectives
To provide students with the opportunity to investigate the techniques and skills developed throughout the course in addressing a research question.

Content
The subject matter will vary from student to student, depending on the project undertaken. Students will choose and apply appropriate statistical analyses to an existing data set and write a report on the results.
References
As appropriate to the project topic.

HMS791  Structural Equation Modelling
12.5 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: HMS780 • Teaching methods: Class Teaching with Integrated Computer Sessions. Available on campus only • Assessment: Assignments

Aims & Objectives
This aims of this subject are to provide students with a broad understanding of structural equation modelling, its underlying theory and potential uses in social science research, as well as an awareness of its strengths and limitations. It is expected that students will:
• Demonstrate an understanding of the basic theory and principles of structural equation modelling;
• Use the computer package AMOS to design, draw and assess structural equation models;
• Understand the different uses of structural equation modelling techniques in social science research;
• Be aware of how structural equation modelling techniques might be applied across multiple disciplines;
• Appreciate the strengths and weaknesses of structural equation modelling designs;
• Read, understand and critically assess research publications using structural equation modelling techniques.

Content
The subject will give introductory, applied instruction on the use of Structural Equation Models (SEM) in research. SEMs are used to find and test complex relationships between observed (measured) variables and latent (unobserved) variables and amongst the latent variables themselves. This subject will show how Structural Equation Models are used widely by researchers in a diverse array of fields such as economics, sociology, psychology, political science, marketing, epidemiology, and education.

References
On-line electronic text at: http://www.statsoft.com/
Computer packages: SPSS for Windows and AMOS.

HMS792  Scale Development and Evaluation
12.5 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: HMS780 • Teaching methods: Small Group Classes and Computer Work. Available on campus only • Assessment: Assignments

Aims & Objectives
To develop knowledge and skills in the principles and practice of scale development, refinement and psychometric evaluation.

Content
Measurement theory, principles of scale development and evaluation, reliability and validity. Use of exploratory and confirmatory factor analysis in scale refinement.

References
Computer packages: SPSS for Windows, AMOS.

HMS793  Advanced Topics in Regression
12.5 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: HMS780 • Teaching methods: Class Teaching with Integrated Computer Sessions. Subject available on campus only • Assessment: Assignments

Aims & Objectives
To make students familiar with several more advanced statistical modelling techniques.

Content
The General Linear Model (GLM). This model underlies most of the statistical analyses that are used in applied and social research, such as the t-test, Analysis of Variance (ANOVA), Analysis of Covariance (ANCOVA), regression analysis, and many of the multivariate methods. Because of its generality, the model is important for students of social research. Topics will be chosen from: log-linear models for investigating relationships in categorical data such as multi-way contingency tables, non-linear regression to handle data which does not satisfy the assumptions required in linear models, an introduction to multi-level modelling and further ideas in structural equation modelling.

References
Computer packages: SPSS for Windows, Stata.

HMS794  Statistical Marketing Tools
12.5 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: HMS780 • Teaching methods: Small Group Classes and Computer Work. Subject available on campus only • Assessment: Assignments

Aims & Objectives
To investigate the underlying structure of market research and social science data using a number of dimensional analysis mapping, segmentation and preference techniques.

Content
Market research analysts in both commerce and industry make daily decisions regarding their products and services in today’s complex and competitive markets. These decisions, important to the welfare of their companies, must be based on the best available information, usually gathered through surveys. The methods included will be selected from:
• Mapping techniques, including multidimensional scaling and correspondence analysis,
• Preference techniques, including conjoint analysis,
• Market segmentation methods for finding statistically significant groups in data using methods, such as cluster analysis, discriminant analysis, neural networks and decision trees.
• Risk analysis of decision-making.

References
Berzecz, J.P., Correspondence Analysis Handbook.
HNE101 Introduction to Nutritional and Environmental Medicine

10 Credit Points • 4 Weeks • 5 Hours per Week • Hawthorn, Distance Education/Learning • Prerequisite: Nil • Teaching methods: Lectures/Tutorials, Clinical Demonstrations, Journal Review, Distance Education (including Clinical Intensives) • Assessment: Continuous

A subject in the Graduate Certificate/Diploma of Nutritional and Environmental Medicine.

Aims & Objectives

The object of this subject is to introduce the student to the principles of nutritional and environmental medicine, whilst also providing an overview of the purpose and content of the course.

Content

Topics include:
- Introduction to Nutritional & Environmental Medicine
- Health Economics
- General Nutrition
- Nutritional & Behavioural Medicine

Recommended reading


HNE102 Biology of Nutrients

10 Credit Points • 4 Weeks • 5 Hours per Week • Hawthorn, Distance Education/Learning • Prerequisite: Nil • Teaching methods: Lectures/Tutorials, Clinical Demonstrations, Journal Review, Distance Education (including Clinical Intensives) • Assessment: Continuous

A subject in the Graduate Certificate/Diploma of Nutritional and Environmental Medicine.

Aims & Objectives

To review the biology of both macro and micronutrients.

Content

Topics include:
- Clinical aspects of macro & micronutrients (Parts 1 & 2)
- The science of macro & micro nutrients (Parts 1–4)
- Micro nutrients
- Antioxidants, bioflavonoids
- Polyunsaturated fatty acids

Recommended reading


HNE203 Nutrient Therapy in Toxicology and Skin Problems

10 Credit Points • 4 Weeks • 5 Hours per Week • Hawthorn, Distance Education/Learning • Prerequisite: Nil • Teaching methods: Lectures/Tutorials, Clinical Demonstrations, Journal Review, Distance Education (including Clinical Intensives) • Assessment: Continuous

A subject in the Graduate Certificate/Diploma of Nutritional and Environmental Medicine.

Aims & Objectives

To highlight the importance of nutrient interactions as well as their safety and toxicity. The nutritional aspects involved in the cause, prevention and treatment of skin disease will be reviewed.

Content

Topics include:
- Drug-nutrient interactions
- Introduction to toxicology (Part 1 & 2)
- Environmental toxicology & antioxidants and liver detoxification in disease
- Nutritional factors in treatment of common skin diseases (eczema, psoriasis, skin infections)
- Safe application and toxicity of nutritional therapies

Recommended reading


HNE204 Environmental Medicine

10 Credit Points • 4 Weeks • 5 Hours per Week • Hawthorn, Distance Education/Learning • Prerequisite: Nil • Teaching methods: Lectures/Tutorials, Clinical Demonstrations, Journal Review, Distance Education (including Clinical Intensives) • Assessment: Continuous

A subject in the Graduate Certificate/Diploma of Nutritional and Environmental Medicine.

Aims & Objectives

To study the role of environmental pollutants and other toxic substances in the cause of disease, plus the mechanisms involved. The available treatments will also be discussed.

Content

Topics include:
- Introduction to environmental health
- Environmental toxicology & introduction to systemic toxicology and toxic agents
- The immune system, food additives and sensitivities. Chronic fatigue syndrome
- Environmental disease/nutritional therapy
- Heavy metal toxicity, diagnosis and treatment
- Side-effects and toxicity from drugs

Recommended reading


HNE205 Nutritional Approaches to Neurological and Degenerative Disorders and Ageing Problems

10 Credit Points • 4 Weeks • 5 Hours per Week • Hawthorn, Distance Education/Learning • Prerequisite: Nil • Teaching methods: Lectures/Tutorials, Clinical Demonstrations, Journal Review, Distance Education (including Clinical Intensives) • Assessment: Continuous
A subject in the Graduate Certificate/Diploma of Nutritional and Environmental Medicine.

**Aims & Objectives**
This subject will present neurological disorders associated with nutrition. The role of nutritional factors in the treatment of these disorders, and the prevention of degenerative disease through the analysis of cause and mechanisms will be examined. Available and potential future therapies will also be discussed. The common nutritional problems associated with ageing, and their care and treatment will be reviewed.

**Content**
Topics include:
- Nutritional management of neurological disorders
- The role of free radicals and antioxidants in the mechanisms of degenerative diseases
- Therapeutic potential of antioxidants in prevention and treatment of degenerative disease
- Osteoporosis
- Common neurological disorders
- Nutrients and the brain
- Nutritional approaches and the aged
- Geriatric problems including dementia

**Recommended reading**

**HNE206 Nutritional Approaches to Cardiovascular and Respiratory Problems**

10 Credit Points • 4 Weeks • 5 Hours per Week • Hawthorn;Distance Education/ Learning • Prerequisite: Nil • Teaching methods: Lectures/Tutorials, Clinical Demonstrations, Journal Review; Distance Education (including Clinical Intensives) • Assessment: Continuous
A subject in the Graduate Certificate/Diploma of Nutritional and Environmental Medicine.

**Aims & Objectives**
The role of the nutrients in the cause of cardiovascular disease as well as the mechanisms involved will be reviewed. Other aspects of cardiovascular disease will also be reviewed. The role of diet as well as nutritional therapy and other factors in the treatment of cardiovascular disease will be also presented.

**Content**
Topics include:
- Antioxidants and bioflavonoids
- Prevention & management of arterial disease
- Chelation & arterial disease
- Infections respiratory & artery disease
- Laboratory measurement in artery disease
- Atmospheric conditions
- Respiratory disease & nutrients
- Complementary medicine & asthma
- The mind & cardiovascular respiratory systems
- Therapy in the treatment of asthma & other respiratory problems

**Recommended reading**

**HNE207 Nutritional Approaches to Gastrointestinal Problems and Behavioural Problems**

10 Credit Points • 4 Weeks • 5 Hours per Week • Hawthorn;Distance Education/ Learning • Prerequisite: Nil • Teaching methods: Lectures/Tutorials, Clinical Demonstrations, Journal Review; Distance Education (including Clinical Intensives) • Assessment: Continuous
A subject in the Graduate Certificate/Diploma of Nutritional and Environmental Medicine.

**Aims & Objectives**
A review of gastrointestinal disorders and the role of the nutrients in their cause and prevention. The importance of behavioural problems that influence diet will be presented. The nutritional aspects of various behavioural disorders will also be emphasised.

**Content**
Topics include:
- General laboratory measurements relating to the digestive system
- Gastrointestinal disease and functions
- Microbiology of food
- The mind & gastrointestinal system
- Behavioural factors & weight problems

**Recommended reading**
Foo, E. et al., *The Lactic Acid Bacteria*, Horizon Norfold, 1996.

**HNE208 Nutritional Approaches to Women’s Health and Paediatric Problems**

10 Credit Points • 4 Weeks • 5 Hours per Week • Hawthorn;Distance Education/ Learning • Prerequisite: Nil • Teaching methods: Lectures/Tutorials, Clinical Demonstrations, Journal Review; Distance Education (including Clinical Intensives) • Assessment: Continuous
A subject in the Graduate Certificate/Diploma of Nutritional and Environmental Medicine.

**Aims & Objectives**
To introduce the important principles involved in prevention of specific problems in women as well as their cause. The role of nutrients and nutritional therapy will be discussed. The importance of nutrition in the various stages of development will be presented. Common paediatric disorders that are related to nutrition and their treatment will be included.

**Content**
Topics include:
- Physiology of female hormones
- Common medical problems in women
- Nutritional factors in the premenstrual syndrome & osteoporosis, breast disease, dysmenorrhea, menorrhagia & cervical disease
- Common problems during the reproductive years and management of menopause
- Enuresis, encopresis
- Breast feeding & common nutritional deficiencies and paediatric disorders

**Recommended reading**
HNE209 Nutritional Approaches to Men’s Health and Endocrine Problems

10 Credit Points • 4 Weeks • 5 Hours per Week • Hawthorn; Distance Education/ Learning • Prerequisite: Nil • Teaching methods: Lectures/Tutorials, Clinical Demonstrations, Journal Review, Distance Education (including Clinical Intensives) • Assessment: Continuous

A subject in the Graduate Certificate/Diploma of Nutritional and Environmental Medicine.

Aims & Objectives

To review important aspects of men’s health and highlight common problems with a special emphasis on prevention and nutritional factors. Cause, mechanisms and prevention of diabetes, as well as its nutritional management, will be presented. The role of nutrients in other endocrine diseases will also be reviewed.

Content

Topics include:

- Clinical physiology of the endocrine system (Parts 1 & 2)
- Common medical problems in males
- Diabetes
- The M Factor – men and their health
- Behaviour and men’s health
- Nutritional factors of men’s health

Recommended reading


HNE210 Nutritional Approaches to Musculoskeletal Problems and Sports Nutrition

10 Credit Points • 4 Weeks • 5 Hours per Week • Hawthorn; Distance Education/ Learning • Prerequisite: Nil • Teaching methods: Lectures/Tutorials, Clinical Demonstrations, Journal Review, Distance Education (including Clinical Intensives) • Assessment: Continuous

A subject in the Graduate Certificate/Diploma of Nutritional and Environmental Medicine.

Aims & Objectives

Factors involved in the cause of musculoskeletal problems will be reviewed and the possibilities of nutritional therapy will be explored. The nutritional status of sports people will be discussed and special requirements for various sports people will be presented.

Content

Topics include:

- Nutritional aspects of musculoskeletal problems
- General exercise and sports medicine
- Musculoskeletal disorders
- Energy requirements of sports people
- Macronutrients of sports people & antioxidant deficiency in sports people
- Sports nutrition
- The ABC of vitamins and minerals in musculoskeletal problems encountered in sport

Recommended reading


HP1501 An Introduction to Philanthropy and Social Investment

12.5 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: Nil • Teaching methods: Delivery will be multi-modal and attendance is compulsory at face-to-face sessions (unless negotiated otherwise). Students must be prepared to participate in sessions as well as in no less than 80% of the online activities. • Assessment: Class presentations, Essays, Literature review

A subject in the Graduate Certificate, Graduate Diploma and Master of Social Science (Philanthropy and Social Investment).

Aims & Objectives

This subject will introduce the history, core concepts and current issues in the field of philanthropy, social investment and grant-making. On completion of this subject, students will be able to: demonstrate a general theoretical understanding of the key concepts and debates in the field; to apply theoretical understanding to their own environment and situations and to critique and defend philanthropy.

Content

- Introduction and Core Concepts
- Social Capital, Community and Business
- Patterns of Giving
- Ethical and Philosophical Perspectives on Giving
- Sociological Perspectives on Giving
- Historical Overview: Global
- Historical Overview: Australia
- Philanthropy and Social Change
- Current Forces Shaping Philanthropy
- Philanthropy: Critique and Defence
- From Philanthropy to Social Investment

Recommended reading

Selected readings will be provided.

HP1502 The Practice of Effective Grant-making

12.5 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: Nil • Teaching methods: Delivery will be multi-modal and attendance is compulsory at face-to-face sessions (unless negotiated otherwise). Students must be prepared to participate in sessions as well as in no less than 80% of the online activities. • Assessment: Participation, Project(s), Report

A subject in the Graduate Certificate, Graduate Diploma and Master of Social Science (Philanthropy and Social Investment).

Aims & Objectives

This subject identifies the core components of an effective grant-making program, and examines their operational implications. It aims to provide students with an understanding of the range of processes and mechanisms that need to be drawn on if a professional grant-making organisation is to be established and effective grants made.

Content

- Grant-making Mechanisms
- Governance
- Management and Administration
- Taxation
- The Grantee/Grantor Relationship
- Guidelines and Procedures
- Processing and Assessment
- Informed Decision-Making
- Inputs, Outcomes and Evaluation
- Relationships with Other Grant-makers
- Funds Management
- Reporting
Recommended reading
Selected readings will be provided.

HP1503 Research and Policy

12.5 Credit Points • 1 Semester • 4 Hours per Week • Hawthorn • Prerequisite: Nil
Teaching methods: Delivery will be multi-modal and attendance is compulsory at face-to-face sessions (unless negotiated otherwise). Students must be prepared to participate in sessions as well as in no less than 90% of the online activities.
Assessment: Participation, Project(s), Report
A subject in the Graduate Certificate, Graduate Diploma and Master of Social Science (Philanthropy and Social Investment).

Aims & Objectives
This subject introduces students to the planning and operational aspects of social investment in a business setting. It commences with philosophical, strategic and planning matters, and then deals with management and administration. It also provides an introduction to policy-making mechanisms, tools and processes, including evaluation and implementation.

Content
- Practice of Policy and Decision-making
- Research Methods: Introduction
- Data Tools
- More Data Tools
- Methods of Analysis
- Needs Assessment
- Data Presentation
- Data Management
- Policy Implementation
- Policy Evaluation
- Preparing and Writing Policy Reports

Recommended reading
Selected readings will be provided.

HP1504 Corporate Social Investment

12.5 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: HP1501, HP1502
Teaching methods: Delivery will be multi-modal and attendance is compulsory at face-to-face sessions (unless negotiated otherwise). Students must be prepared to participate in sessions as well as in no less than 80% of the online activities.
Assessment: Class exercises, Group work, Research paper
A subject in the Graduate Certificate, Graduate Diploma and Master of Social Science (Philanthropy and Social Investment).

Aims & Objectives
This subject introduces students to the planning and operational aspects of social investment in a business setting. It commences with philosophical, strategic and planning matters, and then deals with management and administration.

Content
- Definitions and Core Issues
- Triple Bottom Line and Corporate Philanthropy: the Imperatives
- Business Basics and Philanthropy
- Corporate Social Investment in Asia–Pacific and Australia
- The Third Sector: an Overview
- Developing Objectives and Strategies in Line with Business Interests
- Different Models of Corporate Social Investment
- Reporting Requirements and Best Practice Examples
- Research Project
- Ethical Issues and Dilemmas for Corporate Philanthropy

Recommended reading
Selected readings will be provided.

HP1551 Personal and Family Grant-making

12.5 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: HP1501, HP1502
Teaching methods: Multi-modal. Attendance is compulsory at face-to-face sessions (unless negotiated otherwise). Students must be prepared to participate in sessions as well as in no less than 90% of the online activities.
Assessment: Journal, Participation, Research paper
A subject in the Graduate Certificate, Graduate Diploma and Master of Social Science (Philanthropy and Social Investment).

Aims & Objectives
This subject provides an introduction to the establishment of a grant-making program in a private or family setting. It commences with a consideration of the complex and sensitive personal and cultural dimensions of private giving, and then identifies appropriate means for incorporating these into operational arrangements.

Content
- Giving and its Motivation
- Family Philanthropy in History
- Family Culture and Dynamics: a General Introduction
- Consensus, Cohesion, Power-sharing and Diversity
- Succession and Intergenerational Issues
- Informed Decision-making
- Priority Setting
- Management and Administration
- The Role of Outsiders
- The Family Retreat
- The Founder

Recommended reading
Selected readings will be provided.

HP1552 Perspectives from Public Policy and Ethics

12.5 Credit Points • 1 Semester • 3 Hours per Week • Hawthorn • Prerequisite: HP1501 An Introduction to Philanthropy and Social Investment, HP1502 The Practice of Effective Grant-making
Teaching methods: Multi-modal delivery. Attendance is compulsory at face-to-face sessions (unless negotiated otherwise). Students must be prepared to participate in sessions as well as in no less than 90% of the online activities.
Assessment: Case study, Essay, Participation
A subject in the Graduate Diploma and Master of Social Science (Philanthropy and Social Investment).

Aims & Objectives
This subject will equip students to understand the ethical, social and personal dimensions of the role played by institutions that have power, wealth and influence in the community.

Content
Part 1: Legal and Policy Settings
- Taxation
- Public Purposes
- Transparency
Part 2: Ethical Issues
- Conflicts of Interest
- Grantor/Grantee Relationships
- Values and Philanthropic Practice
- Naming Rights
- The Dynamics of the Philanthrocrat’s Role: Power, Vanity and Judgement
- External Relationships: the Philanthropic, Business, Government and Community

Recommended reading
Selected readings will be provided.
HP1553  Philanthropy and Social Investment in the Asia-Pacific

12.5 Credit Points  •  1 Semester  •  3 Hours per Week  •  Hawthorn  •  Prerequisite: HP1501 An Introduction to Philanthropy and Social Investment, HP1502 The Practice of Effective Grant-making  •  Teaching methods: Multi-modal. Attendance is compulsory at face-to-face sessions (unless negotiated)  •  Assessment: Assignment, Class exercise, Group presentation

A subject in the Master of Social Science (Philanthropy and Social Investment).

Aims & Objectives
This subject will show that national borders do not limit philanthropy and social investment. Grants may be made outside the country in which the grant-making entity is based, or may effect practice or development in other communities. Sometimes national and cultural differences are relevant, sometimes they are not.

Content
• A Regional Overview
• Philanthropy and Culture
• Globalisation and Social Investment
• The Legislative Environment
• The Institutional Environment
• National Studies
• Regional Coordinating Arrangements and Agencies

Recommended reading
Selected readings will be provided.

HP1554/5 Research Report

12.5 Credit Points  •  1 Semester (Three methodology workshops of 3 hours each, plus one hour supervisor contact or equivalent)  •  Hawthorn  •  Prerequisite: HP1501 An Introduction to Philanthropy and Social Investment, HP1502 The Practice of Effective Grant-making, HP1503 Research and Policy, HP1504 Corporate Social Investment, HP1551 Personal and Family Grant-making, HP1552 Perspectives from Public Policy and Ethics  •  Teaching methods: Workshops, Online group discussion under academic supervision, Group workshop presentation, Supervision  •  Assessment: Research report 90% Group participation 10%

A subject in the Graduate Diploma and Master of Social Science (Philanthropy and Social Investment).

Aims & Objectives
This component of the Graduate Diploma is designed to enable students to develop and apply high-level skills in conducting research projects and to work with their results.

Content
• Research design and exploratory research
• Literature reviews
• Topic selection/problem definition
• Data sources
• Data collection and analysis
• Evaluating research findings
• Preparation of written dissertation
• Research report.

Recommended reading
Selected readings will be provided.

HP1501  Comparative Social Policy

12.5 Credit Points  •  1 Semester  •  3 Hours per Week  •  Hawthorn  •  Prerequisite: HP1501 An Introduction to Philanthropy and Social Investment, HP1502 The Practice of Effective Grant-making, HP1503 Research and Policy  •  Assessment: 2 x 2,500-word essays

An elective subject in the Master of Social Science (Philanthropy and Social Investment).

Aims & Objectives
This subject examines the policies and programs of other societies in human service management. The objective is to provide greater insights into social policy through comparative analysis and, as a result, more informed decision-making. A general framework for analysis will be covered and then choices are available in specific areas of interest for more detailed comparative analysis. Areas include health, family policy, housing and employment.

Content
• Comparative Social Policy: a Framework for Analysis
• The Market Liberal Model
• The Social Democratic Model
• The Corporatist Model
• Globalisation and Its Impact on Social Policy
• Citizenship and Benchmarks

Students can choose case study areas for developing a specialisation in comparative analysis in a range of areas, including community strengthening, employment, family policy, health and housing.

Recommended reading
Selected readings will be provided.

HP1602-HP1603 Thesis

25 Credit Points  •  2 Semesters  •  5 Hours per Week  •  Hawthorn  •  Prerequisite: HP1501, HP1502, HP1503, HP1504, HP1551, HP1552, HP1553, HP1601, HP1554, HP1555  •  Teaching methods: Supervision and Workshops  •  Assessment: Minor thesis of 20,000 words

A subject in the Master of Social Science (Philanthropy and Social Investment).

Aims & Objectives
Students are required to write a minor thesis of 20,000 words. The aim is to enable students to further develop and apply high-level skills in conducting research projects and to work with their results and to expand their knowledge base. On completion of this students will be able to demonstrate a deep theoretical understanding of their subject, explore its applications, and effectively present findings.

Recommended reading
Selected readings will be provided.

HPDD701 Design Research Project 1

50 Credit Points  •  Prahran  •  Prerequisite: Nil  •  Assessment: Exhibition or Other Appropriate Media

A subject in the Professional Doctorate in Design

Aims & Objectives
• The overarching aim is to utilise aspects of the new electronic media creatively within a design discipline (e.g. Industrial Design, Graphic Design, Interior and Exhibition Design). In support of this, the specific aims are:
• To achieve expertise in the chosen electronic media.
• To demonstrate this expertise via the highest industry standards of design research and presentation.

Content
Design Research Project One will follow the international industry standard format for a design project. This will involve the formulation of a design brief describing:
• The design problem to be investigated.
• The parameters of the investigation, including details of the electronic media component.
• The nature of the research outcomes and the format of their presentation (e.g. exhibition, CD-ROM).

Given the overarching aim of the project, a high level of creativity will be expected in the application of the electronic media within the design research. Students will undertake individual projects reflecting their own design discipline (e.g. Industrial Design, Graphic Design, Interior and Exhibition Design), the design problem to be investigated, and the electronic media relevant to this.
HPDD702 Design Research Project 2

50 Credit Points • Prahran • Prerequisite: HPDD701 • Assessment: Exhibitions or Other Appropriate Media
A subject in the Professional Doctorate in Design.

Aims & Objectives
- The overarching aim is identical to that of Design Research Project One, namely, to utilise aspects of the new electronic media creatively within a design discipline (e.g. Industrial Design, Graphic Design, Interior and Exhibition Design). In support of this, the specific aims are:
  - To achieve expertise in the chosen electronic media.
  - To demonstrate this expertise via the highest industry standards of design research and presentation.

Content
Design Research Project Two will follow the international industry standard format for a design project. This will involve the formulation of a design brief describing:
- The design problem to be investigated.
- The parameters of the investigation, including details of the electronic media component.
- The nature of the research outcomes and the format of their presentation (e.g. exhibition, CD-ROM).

Given the overarching aim of the project, a high level of creativity will be expected in the application of the electronic media within the design research. Students will undertake individual projects reflecting their own design discipline (e.g. Industrial Design, Graphic Design, Interior and Exhibition Design), the design problem to be investigated, and the electronic media relevant to this.

Design Research Project Two should be in the same design discipline as Design Research Project One (e.g. Industrial Design, Graphic Design, Interior and Exhibition Design). However, the design brief will focus upon a distinct design problem, and utilise a distinct electronic media component.

HPDD703 Major Design Research Project

100 Credit Points • Prahran • Prerequisite: HPDD701 and HPDD702 • Assessment: Exhibition or Other Appropriate Media
A subject in the Professional Doctorate in Design.

Aims & Objectives
The overarching aim of this subject is to creatively integrate previously studied aspects of new electronic media within the design discipline. In support of this, the specific aims include:
- To achieve expertise in the integration of the electronic media.
- To demonstrate this expertise via the highest industry standards of design research and presentation.

Content
The focus of the Major Design Research Project will be the integration of the knowledge/expertise gained from Design Research Projects 1 and 2. Integration, however, will not simply be at a technical level: rather, it must extend the design discipline into new areas of exploration. As such, the Major Design Research Project will seek to break new ground in the creative application of electronic media within the design discipline. A project report describing the parameters of the investigation will support this work.

As previously, the Major Design Research Project will follow the international industry standard format for a design project. This will involve the formulation of a brief describing:
- The design problem to be investigated.
- The parameters of the investigation, including details of the electronic media components.
- The nature of the research outcomes and the format of their presentation (e.g. exhibition, CD-ROM).

As in Design Research Projects 1 and 2, students will undertake individual projects reflecting their own design discipline (e.g. Industrial Design, Graphic Design, Interior and Exhibition Design) and the design problem to be investigated.

LCR500 Statistics and Research Methods

12.5 Credit Points • 12 Weeks • 3 Hours per Week • Lilydale • Prerequisite: Nil • Assessment: Examinations, Statistics Workbook, Class Test
A subject in Graduate Diploma of Social Science (Psychological Studies).

Aims & Objectives
The unit is designed to introduce students to the research process and develop basic skills and appropriate methodology to collect, describe, analyse and present statistical data across a range of disciplines. No prior mathematical knowledge is assumed.

Content
The subject includes discussion of research design and data collection, techniques for picturing and analysing univariate and bivariate data and a thorough discussion of statistical inference, in terms of both hypothesis testing and estimation (confidence intervals). The TI83 graphics calculator is used to carry out the statistical analyses, so that the focus of the unit can be the meaningful interpretation of the results.

Recommended reading

LEBS500 Managing the Transition to eBusiness

12.5 Credit Points • 12 Weeks or equivalent • Total study time at least 120 hours. Online weekly chat sessions 12 hours or weekday classes (twelve) 30 hours class time or Saturday seminars (six) 30 hours class time • Lilydale and Online • Prerequisite: Nil • Teaching methods: Weekday Classes (Weekly) or Saturday Seminars (Fortnightly) or Online with Support of an eCoach • Assessment: Short Papers: eBusiness Model Report and Brain Map Report; Strategic Plan or Project, Background Research on an eBusiness Transition Issue, Strategic Plan or Project Management Plan (Work-based or Case-based)
A subject in the Graduate Certificate of Business (eBusiness and Communication).

Aims & Objectives
This subject will take a theoretical and practical approach to introducing workplace managers to the issues arising during the transition to eBusiness. It will focus in particular on strategic planning, team and self-management in eBusiness workplace situations.

On completion of this subject students will be able to:
- Describe and apply techniques for managing in an eBusiness environment.
- Understand the issues relating to successful transition from traditional to eBusiness practices.
- Prepare a strategic business plan, including an eBusiness model.
- Prepare a project management plan for an eBusiness transition.
- Explain the processes and importance of people skills in a virtual workplace.

Content
- Managing change, innovation and sustainability, and managing oneself.
- eBusiness modelling and strategic eBusiness planning.
- The virtual workplace - teams, coaching and leadership.
- Project and risk management.

References
Davis, SM & Moyer, C 1998, Blur: The Speed of Change in the Connected Economy, Addison-Wesley, Massachusetts.
Schneider, GP & Perry, JT 2000, Electronic Commerce, Thomson Learning, Canada.

In addition students will be directed to relevant websites and encouraged to research other online resources.
LEB501 Communication and Electronic Culture

12.5 Credit Points • 12 Weeks or equivalent • Total study time at least 120 hours, Online weekly chat sessions 12 hours optional class time or weekday classes (twelve) 30 hours class time or Saturday seminars (six) 30 hours class time • Lilydale and Online • Prerequisite: Nil • Teaching methods: Weekday Classes (Weekly) or Saturday Seminars (Fortnightly) or Online with Support of an eCoach • Assessment: Investigative Report on Electronic Communication, Communication Styles and Intercultural Communication Report, Investigative Report on Website Communication or Communication Design Report

A subject in the Graduate Certificate of Business (eBusiness and Communication).

Aims & Objectives
This subject investigates in a theoretical and practical way the changes in communication practices in the workplace and in business as the result of computerisation. A particular focus will be the impact of global communications tools (such as the Internet) on local communications practices.

After completing this subject, students will be able to:
- Understand new communications paradigms, in particular print to online modes.
- Use electronic deliveries for excellent online communication at both a personal and business level and develop a practical understanding of online communication strategies.
- Understand the conceptualisation, development and implementation of programs for learning and training in the information age.
- Produce specific case studies in effective online communication.

Content
- New Communications Paradigm: Print to Online.
- Textuality to Discourse in Cyberspace.
- Excellent Online Communication.
- Developing Online Communications Strategies.

References
Sram, DA 1999, Business Data Communications, Addison Wesley, USA.

In addition students will be directed to relevant websites and encouraged to research other online resources.

LEB502 Business Information Systems and Technology for Managers

12.5 Credit Points • 12 Weeks or equivalent • Total study time at least 120 hours. Online weekly chat sessions 12 hours optional class time or Weekday classes (twelve) 30 hours class time or Saturday seminars (six) 30 hours class time • Lilydale and Online • Prerequisite: Nil • Teaching methods: Weekday Classes (Weekly) or Saturday Seminars (Fortnightly) or Online with Support of an eCoach • Assessment: Background Research Report on an eBusiness Issue with an Information Technology Focus, Innovative Information Systems Applications in the Workplace, Syndicate Report and Presentation Illustrating How Internet Commerce can be used to Complement and Add Value to Business Transactions and Trade

A subject in the Graduate Certificate of Business (eBusiness and Communication).

Aims & Objectives
This subject aims to provide a practical strategic and operational orientation to the effective management of information resources, new technologies and communication networks. Emphasis is placed on the innovative and cost effective use and application of web based information technology necessary to remain competitive in any eBusiness enterprise.

After completing this subject students will be able to:
- Identify the strategic use of information systems in organisations, particularly the role information systems play in facilitating eBusiness process engineering.
- Explain the fundamentals of network computing and the various applications of telecommunications (Internet, intranet and extranet) to eBusiness and its impact on individuals, groups and society.
- Discuss the many ways information systems can be integrated, and then used to:
  - Support day-to-day operations of an eBusiness and (b) facilitate more effective decision-making, problem-solving and data and knowledge management;
  - Address and articulate the major issues of information system planning, implementation, maintenance and continual improvement in an eBusiness environment.

References

In addition students will be directed to relevant websites and encouraged to research other online resources.

LEB503 The eBusiness Environment

12.5 Credit Points • 12 Weeks or equivalent • Total study time at least 120 hours. Online weekly chat sessions 12 hours optional class time or Weekday classes (twelve) 30 hours class time or Saturday seminars (six) 30 hours class time • Lilydale and Online • Prerequisite: Nil • Teaching methods: Weekday Classes (Weekly) or Saturday Seminars (Fortnightly) or Online with Support of an eCoach • Assessment: Short Papers of Reflection, Insight or Analysis, A Research Report on a Significant Issue of eBusiness Environment, A Business Plan for a Specific Type of Business – Demonstrating Understanding of the eBusiness Environment

A subject in the Graduate Certificate of Business (eBusiness and Communication).

Aims & Objectives
This subject expands the concept of eBusiness generally associated with merchandising and the exchange of business information and data, to encompass a wide range of other on-line business activities such as delivering web-based training and development programs. The concept has expanded to encompass the total business environment and investigate, both from a theoretical and practical way, the nature and implications of eBusiness and its eBusiness environment.

The subject aims to explore four main aspects of the eBusiness environment:
- Survey key literature in the theory and practice of eBusiness.
- Explore trends in eBusiness, examine successful case studies and discuss expected changes to the business environment.
- Position managers and other key people in the workplace to develop effective eBusiness strategies or tactics for their own workplace.
- Introduce key eBusiness strategies in the areas of the Internet and Information Technology, eMarketing, Regulation and eCommerce.

References
LEB504  eBusiness and Communication Project

12.5 Credit Points  •  12 Weeks or equivalent  •  30 Hours or equivalent  •  Online  •  Prerequisite: Nil  •  Assessment: Project Report, Project Proposal, Project Implementation

A subject in the Graduate Certificate of Business (eBusiness and Communication).

Aims & Objectives

This subject will enable students to bring together their theoretical and practical understanding of eBusiness processes, systems and technologies and apply this understanding to an appropriate work-based project. Through this learning experience electronic communications students will develop (a) the process and procedural skills of systematic and scientific enquiry relevant to small work-based projects and (b) expertise in applying these skills in seeking sustainable, cost-effective and practical solutions to real-world eBusiness problems or issues.

After completing this subject students will be able to:
- Identify, scope and specify an eBusiness problem or issue for solution or analysis.
- Develop a detailed project proposal, including a project management plan.
- Implement a project to a specified stage of completion.
- Report on the supporting activities, including research, necessary for project design and implementation of eBusiness solutions in relation to sustainability or cost-effective performance in the workplace.

Content

Participants will consult with supervising staff at regular intervals. An interactive project subject website will provide an online communications environment which will facilitate interaction between fellow learners and staff. Through online discussion forums, synchronous chat room, bulletin board and upload facilities of a virtual resource bank, library access, and assignment submission system, learner issues or problems can be shared and addressed in a timely and effective manner.

Projects may include real-world issues and problems, reading in an area related to the project design and implementation of eBusiness solutions in relation to sustainability or cost-effective performance in the workplace.

References

Depending on the project, references will build on those used for other subjects. In addition students will be directed to undertake a literature search, including the Internet and other online resources.


LEB505  eBusiness Virtual Learning Project

12.5 Credit Points  •  12 Weeks or equivalent  •  The equivalent workload of 120 hours  •  Online  •  Prerequisite: Nil  •  Teaching methods: Students will consult with supervising staff at regular intervals. A subject website will provide a communications environment with staff and fellow students in which issues or problems can be shared and addressed. •  Assessment: Project Proposal, Project Report, Project Implementation

A subject in the Graduate Certificate of Business (eBusiness and Communication).

Aims & Objectives

This subject aims to provide a practical learning experience for those with responsibilities associated with managing the transition from traditional approaches to education, training and development to delivering digitally. Through this project, address the context, policy issues, the guiding principles, best practice and a new range of skills required to successfully design and implement the new Web-based learning technologies. Participants will be able to develop a set of functional skills and abilities that are required to assess the design, development, costing, implementation and evaluation of delivering digital learning in the workplace. As well, this subject provides a hands-on experience in applying these skills and abilities in seeking sustainable, cost-effective and practical design solutions to virtual learning project problems and issues.

Projects may include designing and building interactive programs using Web technology and tools or multimedia software. A wide variety of forms of outcomes may be submitted and students will be encouraged to use a sound mix or creativity, realism and critical analysis, informed by relevant research and prior experience.

After completing this subject students will be able to:
- Identify, define and specify an eBusiness virtual learning problem or issue for solution or exploration and analysis.
- Develop a project proposal, including a project management plan.
- Implement a project to a specified stage of completion.
- Report on the supporting activities, including research, that support the project design and implementation in relation to sustainability, cost-effectiveness and being a practical solution.

Content

Context: Knowledge of media concepts and technologies; forces driving change in education, training and development; learning in an electronic environment; best practice and quality frameworks.

Implementation: Cost differences between traditional and digital delivery; learning as an investment, not a cost; reengineering of business infrastructures; re-skilling and supporting staff; reorientation of program delivery, re-designing support services and evaluation processes; phases in managing the transition.

The future: Drivers of change; new digital technologies; new global players in the learning and information delivery enterprise.

References

Depending on the project, references will build on those used for other subjects. In addition students will be directed to undertake a literature search, including the World Wide Web and other online resources.


In addition students will be directed to relevant websites and encouraged to research other online resources.

LEB506  Finance for eBusiness Managers

12.5 Credit Points  •  12 Weeks or equivalent  •  Total study time at least 120 hours. Online weekly chat sessions 12 hours  •  Online  •  Prerequisite: Nil  •  Teaching methods: Online with Support of an eCoach  •  Assessment: Report on the Relationship Between Finance and Strategic Planning, Reading Financial Reports and Related Research, Finance Report

A subject in the Graduate Certificate of Business (eBusiness and Communication).

Aims & Objectives

The purpose of this subject is to ensure that managers can read financial statements and obtain information relevant to decision-making and problem-solving.
solving from accounting information systems. The underlying premise of this subject is to adapt and benefit from the changes involved in eCommerce in an active learning mode rather than a ‘wait and see and then catch up’ approach. The emphasis in learning activities is on practical tasks of immediate and long-term benefit, soundly based on useful business concepts and processes.

After completing this subject students should be able to:

• View the world of business and operations through a financial lens.
• Explain the relationship between finance and business strategy.
• Read financial reports and understand the way they represent operating activities.
• Apply techniques of asset management, investment value and best value performance.
• Supply relevant and timely information for management decision-making.
• Describe the nature and importance of sustainability and the triple bottom line.
• Apply the basic concepts and principles of activity-based costing to simple cases.

Content

• Manager’s roles, accounting systems and financial reports.
• Operating statements, cash flow management and budget reports.
• Cost drivers, budgeting and analysis of variance.
• Activity-based costing and management.
• Key performance indicators: bottom line, inputs, outputs and benefits to society.

References


In addition students will be directed to relevant websites and encouraged to research other online resources.

LEB507 Designing Multimedia Presentations for Business

12.5 Credit Points • 12 Weeks or equivalent • Total study time at least 120 hours. 
Online weekly chat sessions 12 hours • Online • Prerequisite: Nil • Teaching methods: Online with Support of an eCoach • Assessment: Develop a strategy to evaluate and produce multimedia presentations.

A subject in the Graduate Certificate of Business (eBusiness and Communication).

Aims & Objectives

This subject will explore, using a reflexive and practical approach, multimedia presentation tools such as PowerPoint for business communication. Multimedia presentation pertinent to the varied roles of business professionals will be explored.

After completing this subject students will be able to:

• Define and discuss the purpose and process of information communication.
• Define and discuss communication (behaviour, cognitive, attitudes and values) as an influence.
• Understanding how writing for electronic presentation tools offers different opportunities from traditional writing/presentation tools.
• Interpret and communicate your specific workplace issues as they relate to presentation of information.
• Scripting for integration of multiple electronic applications.
• Recognising good design in effective electronic communication.

Content

• Pre-planning, design, production, testing and updating of multimedia business presentations.
• Defining strategies and best practice to evaluate and produce multimedia presentations.

References

Neilson, J 2000, Designing Web Usability, New Riders, USA.

In addition students will be directed to relevant websites and encouraged to research other online resources.

LEB508 Sustainability, eBusiness and Triple Bottom Line

12.5 Credit Points • 12 Weeks or equivalent • 30 Hours or equivalent • Online • Prerequisite: Nil • Assessment: Short Papers, Research Report, Workplace Application

A subject in the Graduate Certificate of Business (eBusiness and Communication).

Aims & Objectives

This subject explores the triple bottom line as a sustainability paradigm which can transform the way an organisation operates in the 21st century. It teaches both the principles and practices of this exciting new way of thinking and also enables the student to apply the TBL to a group or organisation.

• Understand the sustainability paradigm and its manifestation in the triple bottom line.
• Study examples around the world of this principle being applied in measurement approaches.
• Be able to design a TBL application in an organisation.
• Study the implications for the global economy and society of widespread adoption of sustainability practices.

Content

• A Brief History of the World.
• Evolution of Capitalism.
• The Environmental Crisis.
• Mental Model 1.
• The Emergence of Mental Model 2: The Environmental Paradigm.
• The Social Responsibility Paradigm.
• The Triple Bottom Line.
• Drivers of Change.
• Corporate Crises: Cases.
• Stakeholder Dialogue Processes.
• The Emergence of TBL Indicators.

References

Schwartz, P & Gibb, When Good Companies Do Bad Things, John Wiley.
Chichesters.

In addition students will be directed to relevant websites and encouraged to research other online resources.

**LEB600 eBusiness Design for Competitive Advantage**

A subject in the Graduate Diploma of Business (eBusiness and Communication).

**Aims & Objectives**

This subject addresses the new business models developing in response to information technology and telecommunications change. It will focus on eBusiness re-engineering through process innovation and the use of information technology for the purpose of gaining competitive advantage.

After completing this subject students will be able to:

- Describe the shift from eCommerce to eBusiness.
- Apply the principles of eBusiness re-engineering to a business within a familiar industry.
- Scan the eBusiness environment and identify eBusiness trends.
- Explain how eBusiness models can be used for competitive advantage and sustainability.
- Develop strategies for process innovation and apply new models of management.
- Use change management techniques in the context of eBusiness.

**Content**

- eCommerce to eBusiness: history, distinctions and future directions.
- Reengineering business: a strategic structural process involving new ways of thinking.
- Readiness, flexibility, decision-making and strategic resource planning.
- Process innovation, entrepreneurship and competitive advantage.
- Object-oriented methodology, change management and eBusiness strategy, flexibility, decision-making and strategic resource planning.

**References**

Lawrence, E, Newton, S, Corbitt, B, Braithwaite, R & Parker, C 2002, Technology of Information Business, John Wiley and Sons, Australia.

Students will be directed to relevant websites and encouraged to research other online resources.

**LEB601 eMarketing and Customer Relationship Management**

A subject in the Graduate Diploma of Business (eBusiness and Communication).

After completing this subject students will be able to:

- Describe the implications of eBusiness trends for marketing management and infrastructure.
- Understand the nature, opportunities and potential rewards to be derived from effective customer relationship marketing in the context of eBusiness.
- Develop a strategic plan for an interactive order acquisition system and selling-chain management.
- Present a convincing case for implementing an eMarketing strategy for a business.
- Recognise generational trends from customer contact and care to customer profiling from supplier perspective, customer relationship management and customer-managed relations.

**Content**

- eBusiness trends and their influence on marketing management and practice.
- Customer relationship marketing.
- Selling-chain management.
- eMarketing strategies and implementation.
- Roles of call and multimedia technologies, data warehousing and mining tools.
- Customer salience and concepts of customer loyalty.

**References**

Petersen, GS 1999, Customer Relationship Management Systems: ROI and Results Measurement, Strategic Sales Performance, USA.

In addition students will be directed to relevant websites and encouraged to research other online resources.

**LEB602 Managing Strategic Cost and Performance in eBusiness**

A subject in the Graduate Diploma of Business (eBusiness and Communication).

**Aims & Objectives**

This subject is designed for eBusiness managers and takes a strategic and holistic view of cost and performance management in an eBusiness environment. It introduces a strategic management model and system evaluation process that can be applied to address the long-term implications of cost behaviour in relation to key business issues. This model is applied to managing costs of quality, environment and knowledge. Techniques emerging from particular business cultures and environments are examined, including target costing, benchmarking, Balanced Scorecard and knowledge management. The relationship between models of analysis and decision support systems is examined.

After completing this subject students will be able to:

- Describe how to take a strategic approach to cost management.
- Apply strategic cost management techniques to improve future performance.
- Understand the nature and role of decision support systems for performance improvement.
- Design systems that meet the needs of strategic decision-makers.

**References**

Petersen, GS 1999, Customer Relationship Management Systems: ROI and Results Measurement, Strategic Sales Performance, USA.
Content
- Strategic cost management models and applications.
- Decision support systems.
- Profitability analysis, target costing and Balanced Scorecard.
- Supply chain management and benchmarking.
- Procurement cost management and just-in-time systems.
- System design for cost and performance management with an eBusiness focus.

References
Mena, J 1999, Data Mining Your Web Site, Digital Press, USA.

Students will be directed to relevant websites and encouraged to research other online resources.

LEB603 Managing Human Resources in eBusiness Environments
12.5 Credit Points  12 Weeks or equivalent  30 Hours or equivalent  Lilydale and Online  Prerequisite: LEB500 or equivalent  Assessment: Short Papers, Case Studies, Strategic Plan
A subject in the Graduate Diploma of Business (eBusiness and Communication).

Aims & Objectives
Managing Human Resources in eBusiness considers the nature of work and the competencies of people in the new economy, the challenges to traditional organisational structures and the emergence of what has been termed agile organisations. It looks at innovation and the creation of knowledge, the ways in which people can be attracted, retained and rewarded so that competitive advantage can be sustained. The concepts of productivity and trust are examined with particular relevance to agile organisations, together with the questions of both personal growth and organisational transformation. An integrative approach is taken to the problems of managing people and to developing a framework that supports both personal and organisational development, technology and change.

After completing this subject students will be able to:
- Describe the implications of an eBusiness environment for human resource management and explain the concept of ‘organisational agility’ and its implications for management.
- Understand how to apply different management styles, skills of influence and systems in taking an integrative approach to managing people, technology and change.
- Understand relevant Australian legislative requirements.

Content
- Integrative approaches to managing people, technology and change.
- Knowledge management, innovation, entrepreneurship and lifestyle.
- Managing downside human costs related to continuous and significant change, rapid response, service automation and outsourcing.
- Impact of technology on organisations, and implications for organisational behaviour.
- Managing and leading human capital, the challenge of innovation.

Textbook
Stephen, L & Von Glinow, MA 2000, Organisational Behaviour, Irwin/McGraw Hill, Boston (This is the key text for the course and is supported by significant online resources).


In addition students will be directed to relevant websites and encouraged to research other online resources.

LEB604 Research Methods for eBusiness and Communication
12.5 Credit Points  12 Weeks or equivalent  30 Hours or equivalent  Lilydale and Online  Prerequisite: LEB503 or equivalent  Assessment: Research Report
A subject in the Graduate Diploma of Business (eBusiness and Communication).

Aims & Objectives
This subject will enable students to bring together their theoretical and practical understanding of a problem or issue related to eBusiness and electronic communications in the context of a specific workplace. Each student will prepare a customised project proposal in consultation with staff and then implement their proposal. The learning focus for this subject is on developing business research skills to underpin the taken approach to a work integrated project. Learning will be demonstrated by applying these skills to a selected project to the extent possible, within the subject workload plus any work time committed to the project.

After completion of this subject students will be able to:
- Review the major themes running through the course, including innovation, strategic thinking and management, communication and electronic culture, technology and information systems, multimedia, eBusiness and sustainability.
- Identify, scope and specify an eBusiness problem or issue requiring a research-based approach.
- Build a research base to inform the focus, conceptual framework, design and implementation of a work integrated project.
- Develop a project proposal, including a project management plan.
- Implement the project to a stage defined by a specified set of deliverables.

Content
- Research methodology.
- Project identification, specification and proposal writing.
- Conceptual frameworks, literature search and review and intelligence gathering.
- Research design, questionnaire development and testing, data analysis and interpretation.
- Research project management.

References

Depending on the project, references will build on those used for other subjects. Students will be directed to undertake a literature search, including the Internet and other online resources.

LEB607 Multimedia for Website and CD-ROM Development
12.5 Credit Points  12 Weeks or equivalent  30 Hours or equivalent  Lilydale and Online  Prerequisite: LEB507 or equivalent  Assessment: Research Report
A subject in the Graduate Diploma of Business (eBusiness and Communication).

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Student Multimedia Production and Displays Website, Work-integrated Multimedia Applications

A subject in the Graduate Diploma of Business (eBusiness and Communication).

Aims & Objectives

This subject will explore the purposes, conceptual frameworks, design features and pre-production planning tools relating to electronic media design and development. Case study websites and CD-ROM production using a variety of multimedia tools. Exploration of the relationship between print and electronic writing and developing this into a multimedia framework.

Students will develop an understanding of and skills in:

- Preparing information for use in a range of presentation media.
- Using electronic multimedia tools such as desktop publishing, PowerPoint and website development.
- Storyboarding and designing textuality for best practice communication.
- Becoming comfortable in both concepts and practice of interactive multimedia.
- Proficiency in one or more multimedia tools.

Content

- Communications theories (informational and technological) and their application and practices. This will include theories about culture, multimedia, textuality and discourse.
- Extending skills in effective communication strategies.
- Advanced understanding and use of multimedia tools.
- Develop a global and cultural awareness and an inclusive attitude when producing multimedia communications.
- Develop an awareness of human-computer interaction.

References

Arnold, J, Green, D & Vigo, K 2000, Australia’s Cultural Dreaming, CD-ROM, Swinburne University of Technology.


Students will be directed to multimedia tools manuals, relevant websites and other online resources.

LEB700 Strategic Transformation and Entrepreneurial eBusiness

12.5 Credit Points • 12 Weeks or equivalent • 30 Hours or equivalent • Lilydale and Online • Prerequisite: LEB600 or equivalent • Assessment: Insight Paper on an eCommerce Issue (Individual), Reflective Paper on your Identity as a Manager in relation to Technology and Information, Research Report, Virtual Community Applications in the Workplace

A subject in the Master of Business (eBusiness and Communication)

Aims & Objectives

Given the transformational change required to operate as a global eBusiness and the ongoing necessity for rapid incremental change, entrepreneurial activity is increasing with both high rewards and disasters being widely reported. Earlier studies have addressed the challenges of making the transition to eBusiness. This subject provides the challenge of being entrepreneurial and creative in relation to the emerging patterns of change and generation of opportunities.

Many of the spectacular cases of emergence, exponential growth and rapid demise will be studied in order to apply your understanding of the nature of eBusiness development and the drivers of success and financial benefits in the context of eBusiness. Currently managers are exploring and seeking answers to the development and the drivers of success and financial benefits in the context of a complex enterprise operating in a global market.

Many of the spectacular cases of emergence, exponential growth and rapid demise will be studied in order to apply your understanding of the nature of eBusiness development and the drivers of success and financial benefits in the context of eBusiness. Currently managers are exploring and seeking answers to the development and the drivers of success and financial benefits in the context of a complex enterprise operating in a global market.

In studying this subject students will:

- Provide an opportunity for students to work in a team to capture and elaborate an eBusiness idea, develop a strategic plan and begin to develop some of the components that would be required to convince other parties to support the new venture.

After completing this subject students will be able to:

- Understand the importance of entrepreneurship and ongoing innovation in eBusiness success.
- Develop the skills required to integrate the management demands relating to technology and information systems in a complex organisation.
- Develop an identity as a technology and information-enabled manager ready to manage technology and information across a complex enterprise operating in a global market.
- Apply and integrate knowledge and management skills to an eBusiness venture.
- Assess strategic opportunities giving attention to people, technology, process, environment and changing trends.
- Explore the fundamentals of expert and intelligent systems and decision support systems.
- Understand and apply systematic approaches with flexibility to a range of information technology and computing resource management functions.

Content

A broad view is taken of technology and information systems including:

- Success drivers in eCommerce and the far-reaching impact of its application on business.
- Retailing and eCommerce, Internet consumers and customer relationship management.
- eMarketing and eCommerce for service industries.
- Electronic payment systems, eCommerce strategy and implementation.
- Infrastructure of eCommerce, virtual communities.
- Expert and intelligent systems, decision support technologies including machine learning, data mining and discovery, intelligent modeling and model management.

References


Hanson, W 2000, Principles of Internet Marketing, South-Western College Publishing, Cincinnati, Ohio.


Tienman, B 2000, E-tailing, Dearborn Kaplan, Chicago.


In addition students will be directed to relevant websites and encouraged to research other online resources.
LEB701 Virtual Communities - eBusiness and Society

12.5 Credit Points • 12 Weeks or equivalent • 30 Hours or equivalent • Lilydale and Online • Prerequisite: Nil • Teaching methods: Seminar or Online • Assessment: Search for and report on the nature, functions and practice of three virtual communities, Research report, Application of a model, evaluation method, system of analysis to a virtual community or development of a management plan for an eBusiness or other virtual community.

A subject in the Master of Business (eBusiness and Communication).

Aims & Objectives

This subject examines diverse virtual community case studies for the purpose of developing an understanding of the nature of virtual communities, and how they can be used to enhance business relationships (customers, suppliers, alliances and internal). These communities exist in the new digital domain and in the minds and experience of participants. They fulfil many different purposes and generate new opportunities, reaching beyond local geographic areas. They use electronic mail for chat rooms, bulletin board and forums. Online access is commonly provided through websites and portals, and this easily identified entry enables collaborative activities to occur at lower cost than traditional methods. Rhetoric, vision and questions abound in this field of study. Answers are scarce and often lack supporting evidence and a theoretical basis.

After completing this subject participants will be able to:

- Describe a variety of virtual community models and identify key performance indicators.
- Evaluate the performance of virtual communities and understand the alternative models of operation and methods of management.
- Apply the virtual communities principles to business environments to enhance effectiveness in managing business relationships.
- Apply action research methodologies to virtual communities to inform policy development and management tools for more effective implementation of virtual communities.
- Contribute to a virtual communities knowledge base established in conjunction with the Centre for eBusiness and Communication.
- Understand the key drivers for optimising virtual community performance and define strategies, development plans and models for the management of virtual communities.
- Outline useful research processes and problem-solving models for application within digital worlds in relation to eBusiness, communications, community and learning.
- Select and evaluate useful technologies and tools for virtual community management.

Content

- Conceptual frameworks and definitions of virtual communities.
- Key factors of influence and drivers of effective performance.
- Schema for analysing the operation of virtual communities and networks, including their nature, stage of development and performance measurement.
- Evaluation of virtual communities from different stakeholder perspectives.
- Relationships between virtual and real communities, and virtual communities and real people, in business and society.
- Technology, tools and systems underpinning virtual community operations.

References

Electricminds: www.minds.com/  
Future Culture: www.eerie.fr/~alquier/Cyber/culture.html  

LEB702 Building an Integrated eBusiness Infrastructure

12.5 Credit Points • 12 Weeks or equivalent • 30 Hours or equivalent • Lilydale and Online • Prerequisite: Nil • Assessment: Project Brief to the Board of Directors, Report on Building the eBusiness, Reflection of Learning in Relation to Asking the ‘Right (Creative) Questions’

A subject in the Master of Business (eBusiness and Communication).

Aims & Objectives

This subject bridges the gap between IT infrastructure, eCommerce and knowledge-based frameworks to build an eBusiness. The subject extends earlier studies in eCommerce modelling and design, and takes strategic transformation and entrepreneurial eBusiness to the next stage. It goes beyond theory to implementation in the broadest sense, by engaging the student as the decision-maker, offering advice for designing interrelated strategies focused on customer relationships, resource planning, order management, supply chains, and on evaluating investments needed to make them a reality. The purpose is to answer the many questions posed by management during the process from idea to investment and implementation of a decision. The approach taken in the subject is for participants to build an eBusiness to the stage where it is ready to go to the Board for decision purposes. An important skill for students in this process is to pose the right questions.

A sample of questions that might be asked include:

- What are the key characteristics of the industry environment that will influence success?
- What is the eBusiness model that will generate competitive advantage?
- Will the current IT infrastructure be modified or will new solutions be created?
- What pieces will you invest in, and how will you sequence your decisions when each framework takes three years to implement?
- How will the inter-related frameworks of CRM, resource planning, order management, supply chain, knowledge management, evaluation of investments be integrated?
- What changes are needed to ensure cohesive management of implementation?
- How will the contributing players work together for eBusiness blueprint planning?
- How will priorities be addressed?
- How will the business case and investment justification be developed?
- How will implementation planning, application development and deployment be managed?
- What dimensions will be addressed in assessing feasibility?
- How will the stakeholder buy-in be achieved?
- What are the critical drivers for rapid and successful implementation and deployment?

References

Turbans, E, Lee, J, King, D & Chung, HM 2000, Electronic Commerce: A Managerial
Community, Sustainability and Multimedia Project

Aims & Objectives

The purpose of this project-based subject is to enable each participant to integrate their learning by planning, researching, designing, building and implementing (as appropriate) a workplace project relating to community, sustainability and multimedia. It is intended to be a creative skills and design subject and the approach taken will be soundly research-based and appropriately contextualised to the specific environment within which the project resides.

Preparation for this project will have occurred in earlier subjects, in interactions with other participants and in the holistic lifelong learning experience and reflected upon by the learner. Team projects will be considered, but an additional reflective report focused on the individual's learning with relevant links to sections of the assessment deliverables will be required.

Content

- Preliminary project identification, skill needs analysis, intelligence and literature search.
- Skills development plan and implementation.
- Project script or equivalent.
- Completion of deliverables on time, within budget and professional quality.

References


Arnold, J, Green, D & Vigo K 2000, Australia’s Cultural Dreaming, CD ROM, Swinburne University of Technology.

Aims & Objectives

From idea to consumer: the study and development of multimedia productions within a business framework.

Participants will develop and understanding of and skills in:

- Establishing criteria to enable the critical evaluation of your own and others’ multimedia productions.
- Prescribing and utilising multimedia tools most appropriate to a requirement for electronic communication outcomes.
- Production streaming, including pre-production, development and post-production.
- Measuring information communication using semiotics and electronic media quality criteria.

Content

- Multimedia production and lifecycle.
- Conceptually map a multimedia production, scripting and storyboarding.
- Planning procedures and budget justification for multimedia projects.
- Multimedia production and management tools.
- Establishing and managing the multimedia team.

References


Arnold, J, Green, D & Vigo K 2000, Australia’s Cultural Dreaming, CD ROM, Swinburne University of Technology.


Content

- Preliminary project identification, skill needs analysis, intelligence and literature search.
- Skill development plan and implementation.
- Project proposal: introduction and purpose, importance and relevance, conceptual framework, research base, design, methods and implementation plan.
- Supervision and completion of deliverables on time, within budget and professional quality.

References


Students select project-specific references. This forms an important part of the project development and design process. Students will be directed to relevant websites and encouraged to research online resources.

LPW500 Critical Friends: The real and virtual support of writers

12.5 Credit Points • 12 weeks or equivalent • 3 Hours per Week • Online

Prerequisite: Nil

Teaching methods: This subject involves a range of flexible and multi-modal learning approaches, including virtual lectures, virtual tutorials, electronic media, reading and practical exercises and e-tutors, e-mentors and e-peer groups. The subject Web page will be produced to deliver the following information: interactivities, multimedia links, hypertext links, references and virtual community opportunities. Assessment: Critical Friendship Reflections, Critical Reflections upon own Work, Discussion Threads

A subject in the Graduate Certificate of Arts (Writing), Graduate Diploma of Arts (Writing), Master of Arts (Writing)

Aims & Objectives

Writing is a lonely task. Once the blank page has been confronted and overcome, there is still much work for the writer to do before the work is ready for publication. The final act of writing is to critique the work as though you are coming to it for the first time as the reader, not the writer. Perhaps the most valuable asset a writer can have at this stage is a critical friend. This subject explores how ‘critical friends’ can enrich others’ writing skills and their own insights into the processes of writing by:

- reading each other’s work with insightful respect, including cultural respect, while at the same time being prepared to evaluate its strengths and perceive the weaknesses
- being able to spend considerable time on multiple readings while taking notes and making marks on each other’s manuscripts
- having knowledge, including cultural and emotional, of the area in which each is working and being able to apply it to show how each writer might alter their work to address the faults or weaknesses found in it
- working through each other’s manuscripts and picking up on the points made during their multiple readings
- seeking advice and support from culturally relevant networks, e.g. Indigenous Elders, ATAS (Aboriginal Tutorial Schemes).

This person should:

- be prepared to take the piece of writing seriously and read your work with insightful respect, while at the same time being prepared to tell you what they consider to be its strengths and how they perceive the weaknesses.
- be able to spend considerable time on multiple readings while taking notes and making marks on your manuscript.
- have knowledge of the area in which you are working and be able to apply that to show how you might alter your work to address the faults or weaknesses they have found in it.
- help in the editorial process. Their work should not be confined to details of content, spelling or grammar, although they should address these. It should also encompass the imaginative, creative, individual and personal aspects of the conceptual side of your thinking and writing.
- be knowledgeable about the area of writing.
- have an understanding of how language works by, for example, being aware of the importance of reading aloud for language rhythms and felicities of writing.
- understand how culture informs the use of language.
- understand how a piece of writing should sit on the page with reference to paragraphing, sub-heads, pictures and diagrams, chapters, etc.
- have access to reference material as appropriate to enrich the writing under consideration.
- make recommendations to balance criticisms, that is, to try show how a weakness might be overcome.
- ensure that the piece of writing is clearly appropriate for the audience for whom it is intended.
- be aware of how pruning and cutting often strengthens a piece of writing where extending might weaken it.
- be prepared to go over the manuscript in detail with the writer.

References

The Macquarie Dictionary.
The Macquarie Thesaurus.
The Macquarie website: www.macnet.mq.edu.au
Rae, CM 1997, Movies in the Mind: How to Build a Short Story, Sherman Astor, U.S.
Strunk, W, The Elements of Style (any recent edition) or the online edition at: www.bartleby.com/141/
Wood, V 1990, A Room of One’s Own, Harvest Books, U.S.

And the following electronic resources:

Lynch Guide to Grammar and Style: andromeda.rutgers.edu/%7Elynch/Writing/Advice for the New Writer: www.nettrends.com/romanceauthors/advicefornew.htm
Onwriters.com: www.onwriters.com/

LPW501 Journalism

12.5 Credit Points • 12 weeks or equivalent • 3 Hours per Week • Online

Prerequisite: Nil

Teaching methods: This subject involves a range of flexible and multi-modal learning approaches including virtual lectures, virtual tutorials, electronic media, reading and practical exercises and e-tutors, e-mentors and e-peer groups. The subject Web page will be produced to deliver the following information: interactivities, multimedia links, hypertext links, references and virtual community opportunities. Assessment: Piece for Publication, Discussion Threads

A subject in the Graduate Certificate of Arts (Writing), Graduate Diploma of Arts (Writing), Master of Arts (Writing)
Aims & Objectives

In this subject, students will learn how the print media operates, how stories are constructed, and how to identify potential outlets for their own work.

Content

Clearly, the structure of the news story must match the place of publication and understand the required format. This subject will enable you to produce a folio of writing which encompasses:

- News and news value
- The temporal order of news stories
- Wordiness
- 'The intro'
- The body of the story
- News formats
- The human interest story
- Features
- News practice and discourse
- Foreign news and ideology
- Writing a radio news story
- Writing a TV news story
- Local news: notional and ideology, especially indigenous issues

References


The Macquarie Dictionary.

The Macquarie Thesaurus.

The Macquarie website: www.macnet.mq.edu.au


Strunk, W 2001, The Elements of Style (any recent edition) or online: www.bartleby.com/141/

And the following electronic resources:

- Journalism Exercises: 209.8.151.142/jexercises.html#4

LPW502 Research to Publication

12.5 Credit Points • 12 weeks or equivalent • 3 Hours per Week • Online

Prerequisite: Nil

Teaching methods: This subject involves a range of flexible and multi-modal learning approaches including virtual lectures, virtual tutorials, electronic media, reading and practical exercises and e-tutors, e-mentors and e-peer groups. The subject Web page will be produced to deliver the following information: interactivities, multimedia links, hypertext links, references and virtual community opportunities. Assessment: Hypertext Publication, Discussion Threads

A subject in the Graduate Certificate of Arts (Writing), Graduate Diploma of Arts (Writing), Master of Arts (Writing)

Aims & Objectives

This subject introduces writers to the relationship between the concept, the collection of data and the publication of a researched piece of writing.

Content

- Establishing the research question
- Planning the research journey
- Methodologies
- Data direction, collection and interpretation
- Standard formats in subject disciplines
- Writing up: the selection of materials

- Content tone, style, register
- Support of prior writing in your area of research and the question of making your own: collaboration or copying?
- Layout: abstract, introduction, method, results, discussion, references, appendices
- Proof reading and re-drafting
- Presentation

References

Applebaum, J 1998, How to Get Happily Published, Harper Collins, U.S.A.


Germano, W, Getting it Published: A Guide for Scholars and Anyone Else Serious About Serious Books, University of Chicago Press, U.S.A.


The Macquarie Dictionary.

The Macquarie Thesaurus.

The Macquarie website: www.macnet.mq.edu.au


Strunk, W The Elements of Style (any recent edition) or online: http://www.bartleby.com/141/

Weekly hypertext weblinks.

LPW503 Writing for Cybermedia

12.5 Credit Points • 12 weeks or equivalent • 3 Hours per Week • Online

Prerequisite: Nil

Teaching methods: This subject involves a range of flexible and multi-modal learning approaches including virtual lectures, virtual tutorials, electronic media, reading and practical exercises and e-tutors, e-mentors and e-peer groups. The subject Web page will be produced to deliver the following information: interactivities, multimedia links, hypertext links, references and virtual community opportunities. Assessment: Hypertext Publication, Discussion Threads

A subject in the Graduate Certificate of Arts (Writing), Graduate Diploma of Arts (Writing), Master of Arts (Writing)

Aims & Objectives

At the end of this subject students will be able to utilise websites and discussion threads. They will be expected to develop a technology-based presentation in their own area of writing.

In this subject, students will also consider writing processes that construct the business, personal and cultural opportunities which globalisation provides as a window of opportunity for the ‘local’.

Content

This subject contributes to understanding and writing for cybermedia. Students will develop a broader conceptual grasp of how electronic commerce is a tool to promote creativity and multimedia productions, as well as providing such electronic services as extended sales and services, in-house training and education, archiving, stock and personnel records.

This subject is designed to teach students how to write for the electronic media to:

- Make information and data into useful knowledge in a given area of writing interest.
- Tease out how we might best understand, cognitively map, share and enrich our creation, use, analyses and discussion of cybertexts.
- Develop an understanding of underlying cultural and critical theory.
- Develop an understanding of electronic discourse and textuality.
- Establish ways of critiquing interactive multimedia and the WWW.
- Address the central concern for critics and practitioners in the emergent electronic culture: what is the appropriate critical framework through which to discuss the new electronic textualities delivered by interactive multimedia?
- Write for cybermedia.
- Present cybermedia productions online.
Aims & Objectives
In this subject, students will learn how to ‘read’, ‘write’ and ‘research’ a wide range of textuality and discourse that they meet in the course of their work and/or general life. They will be enabled to comment upon and to practise writing about:

- Film
- Art
- Sculpture
- Architecture
- Creative writing
- Business writing
- Publications in/from work
- Music
- Academic journals
- Advertisements
- Television
- Websites and CD-ROMs

Content
Clearly, the structure of writing including style, tone and register varies for each genre/type of writing that will be surveyed in this course. Students will be asked to examine the ways in which different writing styles operate so as to meet the requirements of the purpose and intended audience.

References
Killian, C 2000, Writing for the Web, Self Counsel Press, U.S.A.
Lauren, B 2000, Computers as Theatre, Addison Wesley Publishing Co., USA.
The Macquarie Dictionary.
The Macquarie Thesaurus.
The Macquarie website: www.macnet.mq.edu.au
Stansberry, D 1997, Labyrinth: The Art of Interactive Writing and Design: Content Development in the New Media, Wadsworth Publication Co., U.S.A.
Weekly hypertext weblinks.

LPWS504 Real Life Writing
12.5 Credit Points • 12 Weeks or equivalent • 3 Hours per Week • Online •
Prerequisite: Nil • Teaching methods: This subject involves a range of flexible and multi-modal learning approaches including virtual lectures, virtual tutorials, electronic media, reading and practical exercises and e-tutors, e-mentors and e-peer groups. The subject Web page will be produced to deliver the following information: interactivities, multimedia links, hypertext links, references and virtual community opportunities. • Assessment: Folio, Discussion Threads
A subject in the Graduate Diploma of Arts (Writing), Master of Arts (Writing)

Aims & Objectives
Reading: This module will assist participants in developing a presentation from a piece of writing. Above all, it will focus upon the production of a writing folio in the student's chosen stream of creative, business, research or curriculum writing. It will:
- Address styles of online presentation.
- Enable writers to understand their craft through reading within cultural and critical theories of textuality and discourse, on such topics as postmodernism, feminism, post-colonialism, and narrative theories. Thus, writers will act as readers by investigating theories of textuality and discourse.

Writing: Writers will select their area of interest and practise writing to build up their folios. They will present this to the group online.

Content
Writing is of little value unless its outcomes are communicated to others. Much of our writing is prepared for a public presentation. Students should, by the conclusion of this module, be able to prepare a piece of writing for performance, publication, or for a presentation in a conference or conference-like setting where they effectively use presentation tools and aids, including Microsoft PowerPoint. Furthermore, students should be able to discuss theories of textuality and discourse and to relate these to their own writing processes.

References
Brande, D & Gardner, J 1981, Becoming a Writer, J.Tarcher, U.S.A.
Goldberg, N 1996, Writing Down the Bones: Freeing the Writer Within, Shambhala Publications, U.S.A.
The Macquarie Dictionary.
The Macquarie Thesaurus.
The Macquarie website: www.macnet.mq.edu.au
Strunk, W, The Elements of Style (any recent edition) or online version: www.bartleby.com/141/
And the following electronic resources:
Write4Kids: write4kids.com/
Hypertext, Cybermetrics, Cyborgs and Virtual Realities: www.uiowa.edu/~commstud/resources/digitalmedia/
Stories: www.stories.com/
Purdue University Online Writing Lab: owl.english.purdue.edu/
Postmodern Culture: muse.jhu.edu/journals/pmc/index.html
Kurtz, GA 1997, From Work to Hypertext: Authors and Authority in a Reader-Directed Medium: www.glennkurtz.com/work.html

LPW601 Creative and General Writing for Publication
12.5 Credit Points • 12 weeks or equivalent • 3 hours per week • Online •
Prerequisite: LPWS600 or equivalent • Teaching methods: This subject involves a range of flexible and multi-modal learning approaches including virtual lectures, virtual tutorials, electronic media, reading and practical exercises and e-tutors, e-mentors and e-peer groups. The subject Web page will be produced to deliver the following information: interactivities, multimedia links, hypertext links, references and virtual community opportunities. • Assessment: Original Writing Contribution, Discussion Threads
A subject in the Graduate Diploma of Arts (Writing), Master of Arts (Writing)

Aims & Objectives
A group print and online publication will be developed. Students will present a finished piece, publishable in electronic form. Performances will be video or streaming video.
Content
Students will give publishable performances in such genre areas as: Song, Poetry,
Short story, Novel, Drama, Film, Scripting, Autobiography, Biography, Journalism,
Performance, Design, Curriculum, Business

References
Weekly hypertext weblinks.
Arnold, J, Vigo, K & Green, D 2003, G21: Global Cultural Dreaming, CD-ROM,
Swinburne University of Technology.
Ayers, E 2000, Writing the Wave: Inspired Rides for Aspiring Writers, Elizabeth
Ayers, U.S.A.
Bickham, J 1999, Scene and Structure, Elements of Fiction Writing, Writers Digest
Books, U.S.A.
Burroway, J 1999, Writing Fiction: A Guide to Narrative Craft, Addison-Wesley,
U.S.A.
Card, DS 1990, How to Write Science Fiction and Fantasy, Writers Digest Books,
U.S.A.
Dibell, A 1999, Plot, Elements of Fiction Writing, Writers Digest Books, U.S.A.
Joselew, BB 1999, Writing Without the Muse, Consortium Books, U.S.A.
The Macquarie Dictionary.
The Macquarie Thesaurus.
The Macquarie website: www.macnet.mq.edu.au
Strunk, W, The Elements of Style (any recent edition) or online version:
www.bartleby.com/141/
Formatting, and Selling Your Script, Sillman-James Press, U.S.A.

And the following electronic resources:
Purdue University Online Writing Lab: owl.english.purdue.edu/
Indispensable Writing Resources: www.quintcareers.com/writing/
The Children's Writing SuperSite: www.write4kids.com/
Writers' Exchange: Beginning Writers: writerexchange/about/arts/arts/
Writers' Exchange: Poetry: writerexchange/about/arts/poetry/index.html
On-line Library: www.online-library.org/
The Write Gallery Creative Writing Website: www.thewritegallery.com/

LPW602 Writing Family Histories

12.5 Credit Points • 12 weeks or equivalent • 3 Hours per Week • Online •
Prerequisite: LPW603 or equivalent • Teaching methods: This subject involves a
range of flexible and multi-modal learning approaches including virtual lectures,
virtual tutorials, electronic media, reading and practical exercises and e-tutors,
e-mentors and e-peer groups. The subject Web page will be produced to deliver the
following information: interactivities, multimedia links, hypertext links, references
and virtual community opportunities. • Assessment: Family History, Discussion
Threads

A subject in the Graduate Diploma of Arts (Writing), and Master of Arts (Writing)

Aims & Objectives
One of the largest areas of research and private publication in Australia is in family
history. This subject enables students to utilise their interest in family history to
produce a family history record for publication in print and/or online.

Content
In this module, students learn how to:
• Establish the project outlines
• Understand the historical matrix
• Research books, libraries, online
• Utilise archives
• Find relevant documentation
• Access culturally appropriate networks, including indigenous networks
• Record anecdotes
• Utilise photographs
• Utilise letters
• Collate data
• Obtain clearances

• Write up information
• Publish

References
Arnold, J, Vigo, K & Green, D 2003, G21: Global Cultural Dreaming, CD-ROM,
Swinburne University of Technology.
The Macquarie Dictionary.
The Macquarie Thesaurus.
The Macquarie website: www.macnet.mq.edu.au

Seger, L 1990, Creating Unforgettable Characters, Henry Holt, U.S.A.
Strunk, W, The Elements of Style (any recent edition) or the online version:
www.bartleby.com/141/

And the following electronic resources:
Voice of the Shuttle: Technology Writing: vos.ucsb.edu/shuttle/techwrit.html
The Electronic Labyrinth: jefferson.village.virginia.edu/elab/elab.html
Exposition: Towards an Electronic Humanities: web.nve.ufl.edu/~gulmer/
LPW604 Online Writing

12.5 Credit Points • 12 weeks or equivalent • 3 Hours per Week • Online
Prerequisite: LPW600 or equivalent • Teaching methods: This subject involves a range of flexible and multi-modal learning approaches including virtual lectures, virtual tutorials, electronic media, reading and practical exercises and e-tutors, e-mentors and e-peer groups. The subject webpage will be produced to deliver the following information: interactivities, multimedia links, hypertext links, references and virtual community opportunities. • Assessment: Online Publication, Discussion Threads

Aims & Objectives
This subject provides students with the tools to write for the electronic media, as well as an understanding of how to best apply them.

- What is the meaning of the World Wide Web?
- What is cyberspace and how can it be of use to students, researchers, and industry?
- How can we understand the business, social and cultural impact of electronic systems delivered?

This subject addresses these questions for researchers, business managers, teachers and/or creative writers all of whom, in the emergent electronic culture, act as change agents in the movement from print to cybertexts.

Content
This subject is designed to enable students to write for the electronic media so as to make information and data into useful knowledge that:

- Establishes a relevant project to develop as an online writer and to bring to publication stage
- Teases out how we might best understand, cognitively map, share and enrich our creation, use, analyses and discussion of cybertexts
- Develops an understanding of underlying cultural and critical theory
- Develops an understanding of electronic discourse and textuality
- Establishes ways of critiquing interactive multimedia and the WWW
- Develops the appropriate critical framework through which to discuss the new electronic textualities delivered by interactive multimedia
- Understands what the software can do, while considering how it could be used to create materials that enhance the transformation of electronically presented information into knowledge
- Establishes and articulates criteria which might be shared for discussion, evaluation, production and/or use of interactive multimedia.
- Writing the online project
- Presentation of the online publication

References

LPW700 The Writerly Self

12.5 Credit Points • 12 weeks or equivalent • 3 Hours per Week • Online
Prerequisite: LPW600 or equivalent • Teaching methods: This subject involves a range of flexible and multi-modal learning approaches including virtual lectures, virtual tutorials, electronic media, reading and practical exercises and e-tutors, e-mentors and e-peer groups. The subject webpage will be produced to deliver the following information: interactivities, multimedia links, hypertext links, references and virtual community opportunities. • Assessment: Writing Journal Submitted as Hard Copy, Discussion Threads and Reflections

Aims & Objectives
This subject aims to:

- Establish confidence in the writer approaching the blank page
- Enable writers to reflect meaningfully upon their own work
- Enable students, where appropriate, to establish an external reference group, e.g. Indigenous writers
- Enable writers to reflect meaningfully upon others’ work
- Encourage writers to produce regularly
- Develop an understanding of the relationship between theory and practice.

As part of this subject, students will form real and virtual supportive writing communities. They will become confident and reflective as authors and will identify/reaffirm their preferred writing genre(s).

Content
This subject will extend the writer’s practical and theoretical knowledge of:

- Concepts of genre, enabling an affirmation and/or extension of the chosen genre.
- Publishing in traditional print mode and online in print or multimedia modes.
- Marketing, including establishing a focus for the chosen genre and an understanding of its viability as a publication.
- Establishing and utilising a real and virtual community of critical friends.
- Theoretical frameworks helpful in understanding or focusing writing.

Students will keep a writing journal which will contain elements of:

- Writing within their chosen genre.
- Reflections upon their writing process to increase their understanding of the writing task.
- Critical and analytical comments upon their own work and work process.
- Critical and analytical comments upon the work put forward by members of the virtual community of writers in this course.
- Insights into the writing of their chosen ‘critical friend/s’.
- Reflections upon the insights of chosen ‘critical friend/s’.

References

Cage, D & Copess, M 1994, Get Published: Top Magazine Editors Tell You How, Henry Holt, U.S.A.


The Macquarie Dictionary. The Macquarie Thesaurus.


Strunk, W. The Elements of Style (any recent edition) online version: www.bartleby.com/141/


Weekly hypertext weblinks, including:

Hardy, DE 1999, Traditional Grammar: An Interactive Book: www.engl.niu.edu/dhardy/grammarbook/title.html

Marsden, J 1993, Everything I Know about Writing, Mandarin, Port Melbourne.

Stein, S 2000, Stein on Writing, Griffin Trade Paperback, U.S.A.

Strunk, W. The Elements of Style (any recent edition) online version: www.bartleby.com/141/


Weekly hypertext weblinks, including:

Screenwriters Online: www.screenwriter.com/insider/news.html

LPW701 Publication Folio

25 Credit Points • 24 weeks or equivalent • 3 Hours per Week • Online • Prerequisite: LPW700 or equivalent • Teaching methods: This subject involves a range of flexible and multi-modal learning approaches including virtual lectures, virtual tutorials, electronic media, reading and practical exercises and e-tutors, e-mentors and e-peer groups. The subject Web page will be produced to deliver the following information: interactivities, multimedia links, hypertext links, references and virtual community opportunities. • Assessment: The folio of a sustained piece of original writing equivalent to 20000 words.

A subject in the Master of Arts (Writing)

Aims & Objectives

This subject is aimed at writers who wish to develop their skills further by producing a major piece of work for publication. It will also introduce them to concepts and theories that will provide them with different insights into the process of writing. Students will produce a major piece of work of publishable standard, in the genre that the individual student has selected as her or his area of creative, curriculum, business and/or research writing.

Content

Students will undertake individual approaches to the production of a sustained piece of original writing equivalent to 20000 words. The objective of this subject is to enable students to produce their folio of original writing. As part of this process, they will be introduced to writing that deal with textuality and discourse.

References

Card, DS 1990, How to Write Science Fiction/Fantasy, Writer’s Digest Books, Cicinnatii, Ohio.
Frey. JN 1983, How to Write a Damn Good Novel, St Martin Press, U.S.A.
Keane, C & Epstein, J 1998, How to Write a Selling Screenplay: A Step-by-Step Approach to Developing Your Story and Writing Your Screenplay by One of Today’s Most Successful Screenwriters, Bantam Doubleday, U.S.A.
Miller, P 1994, Writing Your Life: A Journey of Discovery, Allen and Unwin, St Leonard’s, N.S.W.
Shaw, E 1999, Writing the Nonfiction Book. Rodgers and Nelson, U.S.A.
The Macquarie Dictionary.
The Macquarie Thesaurus.
The Macquarie website: www.macnet.mq.edu.au
Strunk, W, The Elements of Style (any recent edition) or online version: www.bartleby.com/141/ Weekly hypertext weblinks, including: Hardy, DE. Traditional Grammar: An Interactive Textbook: www.eng.uiuc.edu/dhardy/

LPW702 Presenting your work to an audience

12.5 Credit Points • 12 weeks or equivalent • 3 Hours per Week • Online • Prerequisite: LPW700 or equivalent • Teaching methods: This subject involves a range of flexible and multi-modal learning approaches including virtual lectures, virtual tutorials, electronic media, reading and practical exercises and e-tutors, e-mentors and e-peer groups. The subject Web page will be produced to deliver the following information: interactivities, multimedia links, hypertext links, references and virtual community opportunities. • Assessment: Writing and Presentation of Piece to Editor, Discussion Threads

A subject in the Master of Arts (Writing)

Aims & Objectives

The aim of this subject is to enable students in all streams to think of writing metaphorically. The use of metaphors is a sign of higher-order thinking, as they open up an awareness of the complexity of the task under review. A common and useful metaphor for writing is that of mapping a terrain. Clearly, some geographic spaces are more interesting than others. Why is that? Surely it’s because the terrain varies. We are led where we have not gone before, and we want to make this journey more and more. The further we go into it, the more interesting and engaging it is. Exploring how this sense of your engagement in opening up a response in your reader is central to a sense of your own style in writing and central to this subject.

Content

• Thinking about different writing environments.
• Knowing your market.
• Understanding and developing writing styles for the chosen market.
• Understanding alternative publishing markets and spaces, e.g. Indigenous writing.
• An awareness of the importance of language skills to underpin the drafts.
• Reading ‘with the ear’ so that it flows well and the rhythm of the language helps the reader to go with the flow of the meaning.
• Final self-editorial reading for the purpose of style alone.
• Identifying potential criticisms and addressing them.
• Addressing questions of structure, such as ‘Is the material well-structured so that the order is in its best place? Should I change some material for order?’ Are my sentences merely a form of delivery or do they show an awareness of the rhythm of language?
• Thinking about words: Are the words accessible to my expert audience? Do some need a further explanation? Have I used simple and short words wherever possible?
• Dealing with length, focus, liveliness, personal style, and appropriateness.
• Understanding the importance of the writing style for embedding cultural contexts and audience, e.g. Indigenous writing.

References

Arnold, J, Vigo, K & Green, D 2003, G21: Global Cultural Dreaming. CD-ROM,

New River: A Journal of Hypertext Literature and Art www.cddc.vt.edu/journals/newriver
Screenwriters Online: www.screenwriter.com/insider/news.html
HyperText: Cybermetrics, Cyborgs and Virtual Realities: www.uicowa.edu/~commstud/resources/digitalmedia/
Yale Web Style Guide. info.med.yale.edu/caim/manual
Voice of the Shuttle, Technology Writing Page: vos.ucsb.edu/shuttle/techwrit.html

Kowit, S 1995, In the Palm of Your Hand: The Poet’s Portable Workshop, Tilbury Swinburne University of Technology. | Postgraduate Course Handbook 2004
Swinburne University of Technology.


Maskell, V 1999, Write to Publish: Writing Feature Articles for Magazines, Newspapers and Corporate and Community Publications, Allen and Unwin, St Leonards, N.S.W.

The Macquarie Dictionary. The Macquarie Thesaurus. The Macquarie website: www.macnet.mq.edu.au

Strunk, W, The Elements of Style (any recent edition) or online version: www.bartleby.com/141/Weekly hypertext weblinks, including:

Victory Page for Fiction Writers: www.crayone.com/
The Romance Authors Page: Advice for New Writers: www.nettrends.com/romanceauthors/adviceformw.htm

Hyperfiction: www.duke.edu/%7Emsmurray/hyperfic.html

Hypertext, or Anti-linear Navigation: home.earthlink.net/~outlyr/hypertext/

StoryWeb: www.dieselweb/storyweb.html

Internet Literary Editors Fellowship: www.ilef.org/

Essays on the Craft of Dramatic Writing: www.storyispromise.com/

Aims & Objectives

In this subject, students will consider writing processes that construct the business, curriculum, personal and cultural opportunities globalisation provides as a window of opportunity for the local.

At the end of this subject, students will be able to utilise websites and discussion threads. They will be expected to develop a technology-based presentation in their own area.

This subject contributes to understanding and writing for the cyber. It will look, in particular, at some of the theories of hypertext and online writing and communication.

It will develop a greater conceptual grasp of how electronic writing is an intrinsic which can promote creativity as well as provide such electronic services as in-house training and education, archiving, and record-keeping.

Much of electronic delivery has been driven by the imperatives of the technology being used. This subject will survey the intersection between technology, concept, creativity and delivery. It will enable students to utilise the potentials of interactive multimedia without merely replicating deliveries.

It will develop skills of electronic publishing, including PDF files, HTML, PowerPoint, etc. It will develop skills such as scanning, layout and design for enhancing presentations.

The Voice of the Shuttle: Technology Writing Page: vos.ucsb.edu/shuttle/techwrit.html

Multimedia: www.multimediator.com/publications/index.html

Kairos: A Journal for Teachers of Writing in Webbed Environments:

129.118.38.138/kairos/


Hypertext, Cybernetics, Cyborgs and Virtual Realities: www.uionuwa.edu/~commstud/resources/digitalmedia/

David Chandler’s Media and Communications Studies Site: IT & Telecom:

www.aber.ac.uk/media/Sections/IT2.html

MUDs and MOOs: Text-Based Virtual Reality: jefferson.village.virginia.edu/edab/edab.html

Knowledge Inc. The Executive Resource on Knowledge, Technology, and Performance: www.webcom.com/quantera/welcome.html

Interface Design for Educational Multimedia: www.um.edu/%7Erayan/toc.html

Composition: www-writing.berkeley.edu/chorus/composition/index.html

TrainingTools: Free Web-based Courses: www.trainingtools.com/

Purdue University Online Writing Lab – OWL: owl.english.purdue.edu/


David Chandler’s Media and Communications Studies Site: Semiotics for Beginners: www.aber.ac.uk/media/Documents/S4B/

Bright Lights Film Journal: www.brightlightsfilm.com/

Aims & Objectives

This subject aims to enable students to develop scripts for presentation to a nominated audience. To enable the development of this skill, students will investigate how adaptations occur in the utilisation of verbal scripts for visual deliveries, cinema, TV media and multimedia. It will also examine relevant literary and cultural theories that offer frameworks for understanding film and television narratives.

Content

- Cinema and TV scripts: the pitch and the proposal.

References


The Macquarie Dictionary: The Macquarie Thesaurus. The Macquarie website: www.macnet.mq.edu.au


And the following electronic links:

- The Interface Hall of Shame: www.iaarchitect.com/msremote.htm
- Project Management: www.4pm.com/
- New River: www.cddc.vt.edu/journals/newriver/
- The Voice of the Shuttle: Technology Writing Page: vos.ucsb.edu/shuttle/techwrit.html
• Content: deciding the storyline.
• The pitch: placing the script in the marketplace.
• Writing the script: narrative, characterisation, backstory, forward story, camera, special effects, storyline.
• Script consultations: working with producers, directors, camera people etc.
• Who writes the script? Theory and practice.
• Film and television narrative: theory and practice.

References
Dreyfus, C 1994, Big Screen Small Screen: A Practical Guide to Writing Film and TV in Australia, Allen and Unwin, St. Leonards, N.S.W.
The Macquarie Dictionary.
The Macquarie Thesaurus.
The Macquarie website: www.macnet.mq.edu.au

And the following electronic links:
Cyber Film School: www.cyberfilmschool.com/
Screenwriters Online: www.screenwriter.com/insider/news.html
Voice of the Shuttle: Technology Writing Page: vos.ucsb.edu/shuttle/techwrit.html
Camera Home Page: www.cameraweb.net/
Dialectics of Cooptation and Resistance: www.rtvf.nwu.edu/people/dancyger/tv-culture.html
Hollywood Screenwriters Network: hollywoodnet.com/scriptindex.html
The Visual Writer: www.visualwriter.com/
The Macquarie Dictionary.
The Macquarie Thesaurus.
The Macquarie website: www.macnet.mq.edu.au

Aims & Objectives
This subject aims to extend the range of statistical analysis techniques with which students are proficient, as well as further developing report writing ability.

Content
In this subject, the topics included in LSQ520 are extended and further topics in design and analysis are considered. The SPSS package will be used to perform the various statistical analyses. Topics to be studied include multiple regression, multivariate analysis of variance and factor analysis.

References
Francis, G 2000, Multiple Regression, SUT, Melbourne.
Francis, G 2000, Manova and Factor Analysis, SUT, Melbourne.

LSY500 Introduction to Psychology 1
12.5 Credit Points • 12 Weeks or equivalent • 3 Hours per Week • Lilydale • Prerequisite: Nil • Corequisites: LCR500 • Teaching methods: Lectures, Tutorials, Drop-ins, Online Materials • Assessment: Examinations, Research Report, Class Participation, Critical Review
A subject in Graduate Diploma of Social Science (Psychological Studies)

Aims & Objectives
This subject is the first of two introductory psychology subjects and is designed to introduce students to the content and method of psychology.

Content
Topics introduced in LSY500 include psychology as a science, ethics in research, biological foundations of behaviour, sensation, perception, consciousness, memory, language, learning and intelligence, experimental design and analysis.

References

LSY501 Introduction to Psychology 2
12.5 Credit Points • 12 Weeks • 3 Hours per Week • Lilydale • Prerequisite: LSY500 and LCR500 • Teaching methods: Lectures, Tutorials, Drop-ins and Online Materials • Assessment: Essay, Examinations, Research Report, Class Participation
A subject in Graduate Diploma of Social Science (Psychological Studies)

Aims & Objectives
This subject is the second of two introductory psychology subjects designed to introduce students to the content and method of psychology.

Content
This subject concentrates on aspects of psychology not covered in LSY500. These include motivation, emotion, personality, sexuality, stress and coping, and psychopathology. Students are also introduced to social and developmental psychology. The design and analysis of experimental studies forms a major part of the teaching program.

References

LSQ520 Design and Measurement 2
12.5 Credit Points • 12 Weeks • 3.5 Hours per Week • Lilydale • Prerequisite: LCR500 • Assessment: Assignments, Examinations, Tests
A subject in Graduate Diploma of Social Science (Psychological Studies)

Aims & Objectives
In this subject, the emphasis is on understanding the methodology of basic research design and how the associated statistical analysis can provide answers to research questions. Students also receive instruction in the use of Statistical Package for the Social Sciences (SPSS). This computer package will be used to analyse data both in this course and in second and third stage courses in psychology.

Content
Topics to be studied include an introduction to computer-based analysis, one- and two-way factorial design and corresponding analysis of variance, and mixed design analysis of variance.

References
Francis, G 2000, Analysis of Variance, SUT, Melbourne.

LSQ530 Design and Measurement 3
12.5 Credit Points • 12 Weeks • 3.5 Hours per Week • Lilydale • Prerequisite: LSQ520 • Assessment: Assignments, Computer-Based Tests, Examinations
A subject in Graduate Diploma of Social Science (Psychological Studies)

Aims & Objectives
This subject is a Stage 2 subject in Psychology and is designed to provide students with an overview of theoretical, methodological and empirical aspects of cognitive psychology.
Content
This subject examines in detail the theories, methods and empirical evidence in areas such as perception, attention, memory, language, problem-solving and decision-making. It also considers some contemporary issues and applications of cognitive science and neuropsychology. Students will also be able to expand their knowledge in experimental design and analysis.

References

LSY521  Developmental Psychology
12.5 Credit Points  12 Weeks or equivalent  3 Hours per Week  Lilydale  Prerequisite: LSY560, LCP560, LSY501  Corequisites: LSY520  Teaching methods: Lectures, Practical Sessions, Project Work and Drop-ins  Assessment: Examinations, Literature Review, Research Report, Class Participation
A subject in Graduate Diploma of Social Science (Psychological Studies)

Aims & Objectives
- To understand the processes of human growth and change from infancy and childhood through to adolescence.
- To examine the biological, psychological and environmental factors involved in growth and change.

Content
Topics may include: Theory and method in developmental psychology, prenatal and perinatal factors in development, perceptual development, physical development, children’s play, attachment, cognitive development, language development, moral development, emotional development, gender differences, social development, identity and self awareness, socialisation within the family, socialisation outside the family. The focus of the subject is on theoretical approaches to child development, with a thematic rather than a chronological approach.

References

LSY600  The Psychology of Personality
12.5 Credit Points  12 Weeks  3 Hours per Week  Lilydale  Prerequisite: LSY560 and one of LSY520 or LSY521  Teaching methods: Teaching Methods include Lectures, Tutorials and Drop-ins  Assessment: Examinations, Critical Review, Research Reports, Class Participation
A subject in Graduate Diploma of Social Science (Psychological Studies)

Aims & Objectives
This subject focuses on the behaviour and experience of the individual as a whole person. Theory and research from other fields of psychology such as development, social interaction, learning, motivation, cognition, and emotion are considered from the viewpoint of integrating such contributions to increase our understanding of ourselves and others as persons.

Content
A number of major perspectives on personality are examined: psychoanalytic/psychodynamic, dispositional/trait, cognitive/social cognitive, phenomenological and narrative. Issues such as methods of personality assessment, development, processes, structures, relationships and research strategies are considered. Selected contemporary issues are also examined, including developments in areas such as psychodynamic theory and cognitive, social and narrative views of self.

Recommended reading
Carver, CS & Scheier, M 2000, Perspectives on Personality, 4th edn, Boston, Allen & Bacon.
McAdams, DP 2001, The Person: An Integrated Introduction to Personality
psychologists to explain and predict people's thoughts, feelings and actions in social situations.

**Content**
The course covers the history, methods and ethics of social psychology and the areas of social cognition, attributions, attitudes, prejudice and stereotypes, social influence, attraction and relationships, and group processes. Some areas to which social psychological knowledge is often applied, such as culture, health and law, are also covered.

**References**

**LTS101  Learning contexts, styles and outcomes**
12.5 Credit Points  • 1 Semester  • 30 hour induction (approximately 150 hours of study time in total) • Hawthorn/Online  • Prerequisite: Nil  • Teaching methods: Two face-to-face course induction workshops or an online course induction program. An online study-guide and learning resources, online peer and teacher communications.  • Assessment: A contribution towards the participant’s teaching practice portfolio involving approximately 30 study hours is required (85%). Contribution to online and/or workshop discussion (15%).

A subject in the Graduate Certificate in Teaching and Learning (Higher Education)

**Aims & Objectives**
After completing this module, participants should be able to:
- Show an awareness of relevant changes and debate in higher education;
- Show an awareness of institutional and discipline related contexts;
- Demonstrate a working understanding of a selection of theories of learning;
- Take account of theories of learning when planning teaching and learning programs;
- Take account of the systems theory or an alternative theory of curriculum design when planning program;
- Produce learning outcomes for professional teaching and learning practice;
- Either create or critically evaluate a module descriptor for inclusion in the teaching practice portfolio.

**Content**
- Diversity, roles, commitment, change and challenge in the provision of higher education.
- National, institutional, professional and personal contexts of teaching in higher education.
- Models of learning theory and process suited to higher education.
- The consequences of individual difference for learning and teaching.
- Learning strategies.
- Structures, behaviours, access and equality.
- Systems approach to curriculum.
- Curriculum design.
- Discipline context.
- Values, assumptions, and reflection.
- Principles and practice.
- Aims, learning outcomes, standards, and levels.
- Subject, programme and modular frameworks.
- Introduction to assessment, marking and feedback.

**Resources**
Major resources for the module are online sites and materials and current journal articles from journals such as Higher Education Research and Development [Australasia], Australian Journal of Educational Technology, Innovative Higher Education [USA], Higher Education Quarterly [UK]

**Recommended reading**
Daines, J 1994, Adult Learning, Adult Teaching, 3rd edn, Department of Adult Education, University of Nottingham.
Higher Education Research and Development Society of Australasia, Green Guides [especially 6 Conducting Tutorials and 7 Lecturing], HERDSA, Canberra.
Kolb, DA 1982, Experiential Learning: experience as the source of learning and development, Prentice Hall, New Jersey.

**Recommended websites**
Higher Education Research and Development Society of Australasia
www.hersda.org.au
Staff and Educational Development Association www.seda.ac.uk

**LTS102  Teaching and learning methods and media**
12.5 Credit Points  • 1 Semester  • 150 hours of study time  • Online  • Prerequisite: LTS101  • Teaching methods: An online study-guide and learning resources, and online group and teacher communications, discipline-based mentor support.  • Assessment: A critical written evaluation of a range of current teaching and learning methods and media (25%). A portfolio of evidence of teaching based on supervised day-to-day teaching experience, including notes from observed teaching sessions and a range of teaching and learning materials (50%). A written critical commentary and reflection of the participant’s own teaching and learning practice (25%).

A subject in the Graduate Certificate in Teaching and Learning (Higher Education)

**Aims & Objectives**
- Enable participants to describe a range of methods and media;
- Help participants make effective use of mass delivery in their programs;
- Help participants make effective use of group and individualised delivery in their own programs;
- Enable participants to assess their effectiveness as a member of a teaching and learning team;
- Enable participants to critically compare teaching and learning media, including new information and communications technologies;
- Enable participants to devise strategies appropriate to differing modes and contexts;
- Enable participants to select appropriate methods and media during day-to-day teaching.

After completing this module participants should be able to:
- Select teaching and learning methods and media appropriate to day-to-day contexts and their specialist field;
- Make effective use of a wide range of teaching and learning methods, including use of communication and information technology;
- Further develop their personal and professional principles and values.

**Content**
- Consideration of mass learning and teaching sessions.
- Consideration of group and individualised learning and teaching sessions.
• Working with colleagues.
• Overview of the role of the new learning technologies.
• Materials delivery using information and communications technology.
• Supporting learners using information and communications technology.
• Getting a learning technology innovation underway – implementation issues.

Resources
Major resources for the module are online sites and materials and current journal articles from journals such as Higher Education Research and Development [Australasia], Australian Universities Review, Australian Journal of Educational Technology, Innovative Higher Education [USA], Higher Education Quarterly [UK]

Recommended reading

Recommended websites
Good Practice in Teaching and Learning (Curtin University of Technology) http://lsm.curtin.edu.au/goodpractice/

LTS103 Assessment, evaluation and support
12.5 Credit Points • 1 Semester • 150 hours of study time • Online • Prerequisite: LTS101 • Teaching methods: An online study-guide and learning resources, and online group and teacher communications. • Assessment: Tasks involving short answer and set answer questions; and self-evaluation and case study evaluation tasks (25%). A written critical evaluation of an existing or participant devised scheme of assessment (25%). Locating or devising and applying a student feedback questionnaire or conducting an evaluation of a course, curriculum or new teaching development (25%). Undertaking a critical appraisal of the participant's role in maintaining support to students (25%). Each piece of work will contribute to cumulative compiling of a portfolio.

A subject in the Graduate Certificate in Teaching and Learning (Higher Education)

Aims & Objectives
• Describe valid purposes of assessment in discipline-related and relevant cross-disciplinary areas.
• Help participants to identify situations in which the use of particular strategies and approaches might be advantageous.
• Encourage participants to create, administer and evaluate a range of effective assessment instruments in appropriate discipline-related contexts for a range of student learning experiences, evidencing this in the teaching practice portfolio.
• Enable participants to distinguish assessment from evaluation and, within a systems approach, analyse the role of evaluation.
• Help participants to carry out, monitor and evaluate assessment and feedback.
• Encourage participants to critically scrutinise procedures for collecting, assessing recording and feeding back assessment information.
• Underpin academic and pastoral support participants provide to students.

After completing this module participants should be able to:

• Critically scrutinise a wide range of strategies and approaches to assessment of learning and evaluation of the student learning experience;
• Further develop and use appropriate instruments, schedules and systems for assessment of learning and evaluation of the student learning experience;
• Construct effective levels of personal performance and discharge supportive tasks associated with learning in higher education;
• Further develop their own personal and professional principles and values.

Content
• The role and purposes of student assessment in higher education.
• Theory and principles underlying effective assessment.
• Design of assessment instruments.
• Collecting, assessing and recording assessment information and providing feedback.
• Distinguishing evaluation from assessment.
• Analysing evaluation in course, curriculum and personal professional development.
• Developing an evaluation schedule for a teaching program.
• Reviewing and evaluating participant's contribution to teaching and learning.

Resources
Major resources for the module are online sites and materials and current journal articles from journals such as Higher Education Research and Development [Australasia], Innovative Higher Education [USA], Higher Education Quarterly [UK]

Recommended reading

Recommended websites

LTS104 Independent professional project
12.5 Credit Points • 1 Semester • 150 hours of study time • Online • Prerequisite: LTS101 • Teaching methods: An individual project supported by an online study-guide and learning resources, and online group and teacher communications and discipline-based mentor support • Assessment: Negotiate a learning contract and carry out and present an independent professional study that aligns with the contract's agreed outcomes (25%). Consolidation and submission of the participant's teaching practice portfolio (60%). An integrative oral examination relating to the participant's insights into learning and teaching (25%).

A subject in the Graduate Certificate in Teaching and Learning (Higher Education)

Aims & Objectives
• Provide an extended learning opportunity for enhancement by independent in-depth study.
• Encourage participants to establish and display professional values.
- Enable participants to show evidence of independent professional development and study by producing a substantial package or by extended professional analysis and critique.

Content
An individual project that allows participants to:
- Devise a study relevant to their own teaching discipline or professional area.
- Embed relevant learning to date.
- Research, interpret, consolidate, integrate and apply their learning to their own teaching and learning practice.
- Present results coherently and with reflective comment.

Resources
Major resources for the module are online sites and materials including Deliberations: teaching portfolios www.lgu.ac.uk/deliberations/portfolios/ [last accessed November 2002] and current journal articles from journals such as Higher Education Research and Development (Australasia), Innovative Higher Education (USA), Higher Education Quarterly Society for Research into Higher Education (UK)

Recommended reading

Recommended websites
Staff and Educational Development Association www.seda.ac.uk
Educational Network Australia, EdNA online: www.edna.edu.au/highered.html
### Higher Education Calendar 2004

**January**
1. New Year's Day
5. Swinburne re-opens
12. Higher Education re-enrolment period ends
26. Australia Day Holiday
27-30. VTAC Round 1 enrolments

**February**
6. Summer Semester ends (except AGSE)
11-13. VTAC Round 2 enrolments
14. AGSE Summer Semester ends
18. Publication of Summer Semester examination results (except AGSE)
23. Semester 1 classes commence (except AGSE)

**March**
4. Publication of AGSE Summer Semester results
8. Labour Day
9. AGSE Semester 1 classes commence
31. Census date for Semester 1 (HECS/PELS)
   Last day for withdrawal from a Semester 1 course or subject without financial penalty

**April**
8. Classes end for Easter Break
9. Good Friday
12. Easter Monday
16. Last day to withdraw from a Semester 1 course or subject without academic penalty (except AGSE)
19. Classes resume after Easter Break
25. Anzac Day
30. AGSE Last day to withdraw from a Semester 1 course or subject without academic penalty

**May**
28. Classes end for Semester 1 (except AGSE)
31. Semester 1 examination period begins
   National Institute of Design Examination/ 
   Folio Review Week

**June**
5. AGSE Semester 1 ends
14. Queen’s Birthday
25. Semester 1 examination period ends
   (Hawthorn/Lilydale/Prahran)

**July**
11. Publication of Semester 1 examination results
   (Hawthorn/Lilydale/Prahran)
19. AGSE Semester 2 classes commence
26. Semester 2 classes commence
   (Hawthorn/Lilydale/Prahran)

**August**
31. Census date for Semester 2 (HECS/PELS)
   Last day for withdrawal from a Semester 2 course or subject without financial penalty

**September**
17. Last day for withdrawal from a Semester 2 course or subject without academic penalty (except AGSE)
24. Classes end for mid-semester break
   (Hawthorn/Lilydale/Prahran)

**October**
4. Classes resume after mid-semester break
   (Hawthorn/Lilydale/Prahran)
16. AGSE Semester 2 ends
29. Classes end for Semester 2 (Hawthorn/Lilydale/Prahran)

**November**
1. National Institute of Design Examination/ 
   Folio Review Week
2. Melbourne Cup Day
5. Publication of AGSE Semester 2 results
8. AGSE Summer Semester (Semester 0) commences
26. Semester 2 examination period ends
   (Hawthorn/Lilydale/Prahran)

**December**
8. Publication of Semester 2 examination results
   (Hawthorn/Lilydale/Prahran)
13. Summer Semester commences
   (Hawthorn/Lilydale/Prahran)
24. Swinburne closes for Christmas break

**January, 2004**
1. New Year's Day
4. Swinburne re-opens
14. Re-enrolment period ends
26. Australia Day