



Business Diploma

School of Business Timetable 2019

Q1 – Quarter 1 Q2 – Quarter 2
Q3 – Quarter 3 Q4 – Quarter 4

T1

Orientation Day
Q1 - 22 February 2019
Q2 - 10 May 2019
Q3 - 26 July 2019
Q4 - 11 October 2019

Prior to selecting your courses and occurrences, please ensure that you work with both the relevant Enrolment Guide [PG1] and the latest version of this timetable [T1]. Visit <http://www.manukau.ac.nz/fobitguide> The EFTS and credit value for each course is reflected below in the timetable.

PROGRAMME OFFERED IN BUSINESS DIPLOMA

NZ2459 NEW ZEALAND DIPLOMA IN BUSINESS **(With Strands in Accounting and Leadership & Management)** (LEVEL 5)

Class hours: Day class hours = 8 hours per week
 Evening class hours = 6 hours per week

NZ2459 NEW ZEALAND DIPLOMA IN BUSINESS
(With Strands in Accounting and Leadership & Management) (LEVEL 5)

Course Code and Name	19-Q1 (25 February – 19 April)	19-Q2 (13 May – 5 July)	19-Q3 (29 July – 20 Sept)	19-Q4 (14 October – 6 Dec)
CORE COURSES – (15 credits and 0.1250 EFTS)				
181.520 Communication [Please choose one occurrence only]	Occurrence 19-MC-11 Mon 9.00 – 12.00 pm Wed 1.00 – 4.00 pm Fri 9.00 – 11.00 am OR Occurrence 19-MC-12 Tues 4.00 - 7.00 pm Thurs 4.00 - 7.00 pm	Occurrence 19-MC-21 Mon 1.00 – 4.00 pm Thurs 1.00 – 4.00 pm Fri 9.00 – 11.00 am OR Occurrence 19-MC-22 Mon 4.00 - 7.00 pm Wed 4.00 - 7.00 pm	Occurrence 19-MC-31 Mon 9.00 – 12.00 pm Wed 1.00 – 4.00 pm Fri 9.00 – 11.00 am	Occurrence 19-MC-41 Mon 9.00 – 12.00 pm Wed 1.00 – 4.00 pm Fri 9.00 – 11.00 am OR Occurrence 19-MC-42 Tue 4.00 - 7.00 pm Thurs 4.00 - 7.00 pm
301.520 NZ Business Context [Please choose one occurrence only]	Occurrence 19-MC-11 Mon 1.00 – 4.00 pm Thurs 9.00 – 12.00 pm Fri 11.00 – 1.00 pm	Occurrence 19-MC-21 Mon 9.00 – 12.00 pm Wed 1.00 – 4.00 pm Fri 11.00 – 1.00 pm OR Occurrence 19-MC-22 Tues 4.00 - 7.00 pm Thurs 4.00 - 7.00 pm	Occurrence 19-MC-31 Mon 1.00 – 4.00 pm Thurs 9.00 – 12.00 pm Fri 11.00 – 1.00 pm	Occurrence 19-MC-41 Mon 1.00 – 4.00 pm Wed 9.00 – 12.00 pm Fri 11.00 – 1.00 pm OR Occurrence 19-MC-42 Mon 4.00 – 7.00 pm Thurs 4.00 – 7.00 pm

T1 Business Diploma Timetable 2019 v2.2 [15.05.19]. Every effort is made to ensure that this timetable is correct at the time of printing, the School of Business reserves the right to make any changes that may be necessary.

Course Code and Name	19-Q1 (25 February – 19 April)	19-Q2 (13 May – 5 July)	19-Q3 (29 July – 20 Sept)	19-Q4 (14 October – 6 Dec)
301.521 People & Change [Please choose one occurrence only]	Occurrence 19-MC-11 Mon 9.00 – 12.00 pm Wed 1.00 – 4.00 pm Fri 9.00 – 11.00 am OR Occurrence 19-MC-12 Mon 4.00 – 7.00 pm Wed 4.00 – 7.00 pm	Occurrence 19-MC-21 Mon 9.00 – 12.00 pm Thurs 1.00 – 4.00 pm Fri 9.00 – 11.00 am	Occurrence 19-MC-31 Mon 9.00 – 12.00 pm Wed 1.00 – 4.00 pm Fri 9.00 – 11.00 am OR Occurrence 19-MC-32 Mon 4.00 – 7.00 pm Thurs 4.00 – 7.00 pm	Occurrence 19-MC-41 Mon 9.00 – 12.00 pm Thurs 1.00 – 4.00 pm Fri 9.00 – 11.00 am
301.522 Business Operations [Please choose one occurrence only]	Occurrence 19-MC-11 Tues 1.00 – 4.00 pm Wed 9.00 – 12.00 pm Fri 11.00 – 1.00 pm OR Occurrence 19-MC-12 Mon 4.00 – 7.00 pm Wed 4.00 – 7.00 pm	Occurrence 19-MC-21 Mon 1.00 – 4.00 pm Thurs 9.00 – 12.00 pm Fri 11.00 – 1.00 pm	Occurrence 19-MC-31 Tues 1.00 – 4.00 pm Wed 9.00 – 12.00 pm Fri 11.00 – 1.00 pm OR Occurrence 19-MC-32 Mon 4.00 – 7.00 pm Wed 4.00 – 7.00 pm	Occurrence 19-MC-41 Mon 1.00 – 4.00 pm Thurs 9.00 – 12.00 pm Fri 11.00 – 1.00 pm

Course Code and Name	19-Q1 (25 February – 19 April)	19-Q2 (13 May – 5 July)	19-Q3 (29 July – 20 Sept)	19-Q4 (14 October – 6 Dec)
STRAND COURSES – 15 credits and 0.1250 EFTS				
ACCOUNTING STRAND				
311.540 Accounting Processes	Occurrence 19-MC-11 Tues 1.00 – 4.00 pm Thurs 1.00 – 4.00 pm Fri 1.00 - 3.00 pm	Not offered	Occurrence 19-MC-31 Tues 1.00 – 4.00 pm Thurs 1.00 – 4.00 pm Fri 1.00 - 3.00 pm	Not offered
311-541 Financial Statements	Occurrence 19-MC-11 Tues 9.00 - 12.00 pm Thurs 9.00 - 12.00 pm Fri 9.00 - 11.00 am	Not offered	Occurrence 19-MC-31 Tues 9.00 - 12.00 pm Thurs 9.00 - 12.00 pm Fri 9.00 - 11.00 am	Not offered
311.542 Budgeting and Taxation	Not offered	Occurrence 19-MC-21 Tues 1.00 – 4.00 pm Thurs 1.00 – 4.00 pm Fri 1.00 - 3.00 pm	Not offered	Occurrence 19-MC-41 Tues 1.00 – 4.00 pm Thurs 1.00 – 4.00 pm Fri 1.00 - 3.00 pm
311.543 Decision Making and Analysis	Not offered	Occurrence 19-MC-21 Tues 9.00 - 12.00 pm Thurs 9.00 - 12.00 pm Fri 9.00 - 11.00 am	Not offered	Occurrence 19-MC-41 Tues 9.00 - 12.00 pm Thurs 9.00 - 12.00 pm Fri 9.00 - 11.00 am

Course Code and Name	19-Q1 (25 February – 19 April)	19-Q2 (13 May – 5 July)	19-Q3 (29 July – 20 Sept)	19-Q4 (14 October – 6 Dec)
LEADERSHIP & MANAGEMENT STRAND				
341.578 Leading in the Workplace	Occurrence 19-MC-11 Mon 9.00 - 12.00 pm Wed 9.00 - 12.00 pm Thurs 9.00 - 11.00 am	Not offered	Occurrence 19-MC-31 Mon 1.00 - 3.00 pm Tues 1.00 - 4.00 pm Wed 1.00 - 4.00 pm	Not offered
341.579 Business Planning	Occurrence 19-MC-11 Mon 1.00 - 3.00 pm Wed 1.00 - 4.00 pm Thurs 12.00 - 3.00 pm	Not offered	Occurrence 19-MC-31 Mon 9.00 - 11.00 am Tues 9.00 - 12.00 pm Wed 9.00 - 12.00 pm	Not offered
341.580 Applied Business Planning	Not offered	Occurrence 19-MC-21 Mon 9.00 - 12.00 pm Tues 9.00 - 12.00 pm Wed 9.00 - 11.00 am	Not offered	Occurrence 19-MC-41 Mon 1.00 - 4.00 pm Tues 1.00 - 4.00 pm Thurs 1.00 - 3.00 pm
341.581 Leading Projects	Not offered	Occurrence 19-MC-21 Mon 1.00 - 4.00 pm Tues 1.00 - 3.00 pm Wed 12.00 - 3.00 pm	Not offered	Occurrence 19-MC-41 Mon 9.00 - 12.00 pm Tues 9.00 - 12.00 pm Thurs 9.00 - 11.00 am