University of Canberra, AUSTRALIA

1997 HANDBOOK

Contents

* How to use this Handbook
* Principal Dates for 1997
* The University
* Information for Students
* Faculty of Applied Science
* Faculty of Communication
* Faculty of Education
* Faculty of Environmental Design
* Faculty of Information Sciences & Engineering
* Faculty of Management
* Electives
* Unit Availability
* Keyword search the Handbook
* Search Description of Units

University of Canberra, AUSTRALIA

1997 HANDBOOK

How to use this Handbook

This Handbook has been divided into a number of sections to ensure that information is easily accessible.

Advice for prospective students, new and currently enrolled students and staff members follows. All users are directed to the Principal Dates listed.

Prospective Students

Prospective students interested in information concerning courses available at the University of Canberra should refer, in order, to the following sections.

University. Course Enrolment Offered in 1997 lists all courses offered by the University of Canberra in 1997, with the name of the Faculty responsible for administering each course and a page reference. This section also provides information on the organisation, senior staff and research activities of the University; bursaries, scholarships and prizes; and services available to students such as accommodation, health, counselling and study skills assistance, and on-campus facilities.

Faculties. Having noted the name of the Faculty responsible for administering courses of study in which they are interested, and the relevant page references, prospective students can refer to the Faculty entry to gather detailed information on the academic requirements for completion of courses of study. Course charts listing units undertaken in "typical" full-time study patterns are provided for most courses of study.

Description of Units.This section provides prospective students with information on individual units - prerequisites (if any), course contact hours, credit point value, syllabus and learning outcomes - in an alphabetical listing.

Electives.This section is divided into two parts - Single Electives and Elective Majors.

Single Electives. Some courses of study require that students undertake single elective units, usually stipulating the total value in credit points to be obtained at certain semester levels; for example, it might be requir ed that students in a particular course undertake at least four elective units totalling 12 credit points, stipulating that at least one of these units must be at semester level 5/6 (meaning that the level of difficulty is set for a student undertaking th e final year of a three-year course of study).

The list of single elective units, while not exhaustive, suggests units which students might undertake to add to their basic skills, for example: 1154 Writing 1: English Expression and 1519 Introduction to Exercise Science.

Elective Majors.Most courses require students to undertake an elective major which is a set of at least six sequential or related semester-long units (or fewer year-long units) within a particular field of study as part of the academic requirements of a course. These are listed, in alphabetical order, in the second part of the Electives section, along with the name of the administering Faculty. It is strongly recommended that students seek the advice of their course conven er in the early stages of their studies on the appropriateness to their course of their chosen elective major.

Unit Availability Section. Students should be aware that not all units are offered every semester and that they need to determine each unit's availability when planning a study program.

Information for Students. Students need to read this section carefully. The section provides valuable information on topics such as admission and enrolment procedures, definition of University terms, academic progress requirements, credit transfer, and fees and charges.

New and Currently-Enrolled Students

New students and students currently enrolled in a course of study at the University of Canberra should use this Handbook to

- familiarise themselves with the academic requirements of the course in which they are enrolled by referring to the course entry in the section of the Faculty responsible for administering their course;
- refer to the "typical" study program of the course in which they are enrolled - again by referring to the entry of the Faculty administering the course;
- investigate single electives and elective majors available to them by referring to the Electives section;
- gain an idea of the content of particular units by referring to the alphabetical listing of all units in the Description of Units section;
- check the availability of the units in which they wish to enrol in the Unit Availability section remembering that not all units are offered each semester;
- refer to the Information for Students section for information on procedures for enrolment and re-enrolment, academic progress requirements, payment of fees and charges;
- refer to the University section for information on the organisation, senior staff and activities of the University; bursaries, scholarships and prizes; and services available to students such as accommodation, health and counselling, study skills facilities, and on-campus facilities.

New students will also find useful the campus map at the back of the Handbook.

The University may make changes to its programs from time to time, and will endeavour to minimise the impact of such changes on currently enrolled students.

Staff Members

Members of the staff of the University of Canberra and other universities will find the Handbook useful in providing information on

- courses of study available at the University in 1997 (refer to the list of courses offered in 1997 in the University section and to individual faculty entries);
- course conveners: where possible, the name, location and phone number of staff responsible for particular areas of study have been listed in the faculty sections and in the Electives section. This information will be useful for course advisers in refe rring students to other staff responsible for elective majors;
- other staff members (refer to the University section); and
- administrative sections (areas of responsibility and telephone numbers are also given) (see the University section).

Course Developments

The University is in the process of reshaping its undergraduate courses for the future. Some changes have been made in 1997 and more will be made in 1998. During 1997, undergraduate students will be advised of the implications of these changes (if any) and of any transitional arrangements which will apply.

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Principal dates for 1997

Semester 1

24 - 28 February	Orientation/Registration Week
03 - 07 March	Week 1
10 - 14 March	Week 2
18 - 21 March	Week 3
24 - 27 March	Week 4
01 - 04 April	Week 5
07 - 11 April	Week 6
14 - 18 April	Week 7
21 April - 2 May	Class free period
05 - 09 May	Week 10
12 - 16 May	Week 11
19 - 23 May	Week 12
26 - 30 May	Week 13
02 - 06 June	Week 14
10 - 13 June	Week 15
18 June - 05 July	Examination Period

Semester 2

14 - 18 July	Registration Week
21 - 25 July	Week 1
28 July - 01 August	Week 2
04 - 08 August	Week 3
11 - 15 August	Week 4
18 - 22 August	Week 5
25 - 29 August	Week 6
01 - 05 September	Week 7
08 - 12 September	Week 8
15 - 19 September	Week 9
22 September - 06 October	Class free period
07 - 10 October	Week 12
13 - 17 October	Week 13
20 - 24 October	Week 14
27 - 31 October	Week 15
05 - 22 November	Examination Period

Dates to Note:

06 February	Commencement Day
17 March	Canberra Day Public Holiday
28 March	Good Friday
31 March	Easter Monday
25 April	Anzac Day Public Holiday
30 April, 01- 02 May	Conferring of degrees ceremonies
01 June	Closing date for applications for Semester 2
09 June	Queen's Birthday Public Holiday
19 July	Examination Results released
01 October	Closing date for applications for 1998
06 October	Labour Day Public Holiday
31 October	Stone Day (Foundation Day) (no classes)
13 December	Examinations Results released

University of Canberra,
AUSTRALIA

1997 HANDBOOK

The University

- Preface
- Course Enrolment Offered
- Organisation
- Senior University Staff
- Administrative Sections and Staff
- Faculty Staff
- Research Centres
- Emerging Areas ofResearch
- Other Centres
- Bursaries and Scholarships
- Prizes
- University Services and Facilities
- University Residences
- General Facilities
- Commercial Facilities

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Information for Students

- Definition of University Terms
- General Information for Students
- Admission Procedures
- Enrolment Procedures
- Academic Progress
- Fees and Charges
- Students' Association
- Postgraduates Association (CUPA)
- Convocation

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Faculty of Applied Science

- General Information

- Courses
  - Degree of Bachelor of Applied Science (062)
    - Interdisciplinary Option (General Studies)
    - Applied Psychology Specialisation
    - Conservation of Cultural Materials Specialisation
    - Cultural Heritage Management Specialisation
    - Earth and Land Science Specialisation
    - Ecology and Environmental Science Specialisation
    - Environmental and Analytical Chemistry Specialisation
    - Human Biology Specialisation
    - Medical Laboratory Science Specialisation
    - Nutritional Science Specialisation
    - Resource and Environmental Science Specailisation#
  - Degree of Bachelor of Nursing (067)
  - Degree of Bachelor of Applied Science in Nursing Science
  - Degree of Bachelor of Applied Science in Sports Studies Sports Coaching (128)
  - Degree of Bachelor of Arts in Sports Studies Sports Administration (127)
  - Degree of Bachelor of Arts in Sports Studies Sports Media (129)
  - Degree of Bachelor of Applied Science (Honours) (223)
  - Graduate Diploma in Applied Psychology (248)
  - Graduate Diploma of Applied Science (151)
    - Interdisciplinary Option (General Studies)
    - Cultural Heritage Management Specialisation
    - Nutritional Science Specialisation
    - Public Health Nutrition Specialisation
    - Resource Management Specialisation
  - Graduate Diploma in Environmental Education (267)
  - Graduate Diploma in Nursing (181)
  - Degree of Master of Applied Science (by research) (156)/ (by coursework)(305)
    - Conservation of Cultural Materials Specialisation
    - Cultural Heritage Management Specialisation
    - Resource Management Specialisation
    - Interdisciplinary Option (General Studies)
  - Degree of Master of Applied Science in Sports Studies (by research) (191)
  - Degree of Master of Arts in Sports Studies (by research) (144)
  - Degree of Master of Environmental Education (by coursework) (268)
  - Degree of Master of Nursing (by coursework) (221)
  - Degree of Master of Nursing (by research) (312)
  - Degree of Master of Sports Medicine (by coursework) (280)
  - Degree of Doctor of Philosophy (232)

available only to students enrolled before 1997

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Faculty of Communication

- General Information
- Courses
  - Degree of Bachelor of Arts in Communication (335)
    - Advertising/Marketing Specialisation
    - Journalism Specialisation
    - Media Specialisation
    - Professional Writing Specialisation
    - Public Relations Specialisation
  - Degree of Bachelor of Arts (Honours) in Communication (314)
  - Degree of Bachelor of Arts in Information Management (317)
  - Degree of Bachelor of Arts (Honours) in Information Management (321)
  - Degree of Bachelor of Arts in Modern Languages#
  - Degree of Bachelor of Arts in Tourism (204)
  - Graduate Certificate in Records and Archives Management (351)+
  - Graduate Diploma of Arts (in Information Studies) (164)
  - Graduate Diploma in Communication (229)
  - Graduate Diploma in Library and Information Management (163)
  - Graduate Diploma in Office Management (209)
  - Graduate Diploma in Professional Communication (231)
  - Graduate Diploma in Tourism Management (222)+
  - Degree of Master of Advertising and Public Relations (by coursework) (350)+
  - Degree of Master of Arts in Communication (by research) (230)
  - Degree of Master of Arts (in Information Studies) (by research) (313)
  - Degree of Master of Arts in Tourism (by research) (327)
  - Degree of Master of Marketing Communication (by coursework) (348)+
  - Degree of Doctor of Philosophy (246)
    - Communication Specialisation
    - Information Studies Specialisation
    - Tourism and Leisure Studies Specialisation

Available only to previously enrolled students
+ Fee paying course

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Faculty of Education

- General Information

- Courses
  - Degree of Bachelor of Applied Science in Health Education (337)
  - Degree of Bachelor of Education Courses
    - Early Childhood (218)
    - Primary (219)
    - Secondary (338)
  - Degree of Bachelor of Education Conversion Courses
    - Early Childhood (198)
    - Primary (199)
    - Secondary (200)
  - Degree of Bachelor of Education in Human Resource Development (291)
  - Graduate Certificate in Community Counselling (260)
  - Graduate Certificate in Education (319)
  - Graduate Certificate in Higher Education (266)
  - Graduate Certificate in Human Resource Development (265)+
  - Graduate Certificate in Strategic Asset Management (318)+
  - Graduate Diploma in Community Counselling (339)
  - Graduate Diploma in Education - Secondary (220)
  - Graduate Diploma in Human Resource Development (290)
  - Graduate Diploma in Special Education (340)
  - Degree of Master of Arts in Community Education
    - (Counselling) (by coursework & thesis) (331)
    - (Human Resource Development) (by coursework & thesis) (332)
  - Degree of Master of Education
    - by Thesis or by Coursework/Thesis (055)
    - by Coursework (239)
  - Degree of Doctor of Philosophy (208)
  - Degree of Professional Doctorate in Education

- Other Courses
  - Tertiary course in Development Education
  - Graduate Certificate in Teaching English to Speakers of Other Languages (TESOL)(270)
  - Graduate Diploma in Teaching English to Speakers of Other Languages (TESOL)(114)
  - Degree of Master of Arts in Teaching English to Speakers of Other Languages (TESOL)(115)
  - English Language Intensive Courses for Overseas Students

+ Fee paying course only

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Faculty of Environmental Design

- General Information

- Courses
  - Double Degree of Bachelor of Applied Science in Environmental Design/Bachelor of Architecture (300)
  - Degree of Bachelor of Architecture (300)*
  - Degree of Bachelor of Construction Management and Economics (341)*
  - Degree of Bachelor of Graphic Design (302)*
  - Degree of Bachelor of Industrial Design (342)*
  - Degree of Bachelor of Landscape Architecture (343)*
  - Degree of Master of Architecture (by thesis) (192)
  - Degree of Master of Construction Management and Economics (by thesis) (277)
  - Degree of Master of Environmental Design (by thesis) (158)
  - Degree of Master of Industrial Design (by thesis) (196)
  - Degree of Master of Landscape Architecture (by thesis) (195)
  - Degree of Master of Urban and Regional Planning (by thesis) (110)
  - Degree of Doctor in Environmental Design (320)
  - Degree of Doctor of Philosophy (251)

(* also with honours)

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Faculty of Information Sciences and Engineering

- General Information
- Courses
  - Degree of Bachelor of Applied Science in Applied Physics (344)
  - Degree of Bachelor of Applied Science in Computer Science (123)
  - Degree of Bachelor of Applied Science in Electronics (097)
  - Degree of Bachelor of Applied Science in Mathematics (159)
  - Degree of Bachelor of Commerce in Management Sciences (242)*
  - Degree of Bachelor of Engineering in Computer Engineering (160)
  - Degree of Bachelor of Engineering in Electronics and Communications Engineering (258)
  - Degree of Bachelor of Information Technology (322)
  - Double Degree of Bachelor of Engineering in Electronics and Communications Engineering/Bachelor of Applied Science in Applied Physics (272)
  - Double Degree of Bachelor of Engineering in Electronics and Communications Engineering/Bachelor of Applied Science in Computer Science (275)
  - Double Degree of Bachelor of Engineering in Electronics and Communications Engineering/Bachelor of Applied Science in Mathematics (273)
  - Double Degree of Bachelor of Engineering in Computer Engineering/Bachelor of Applied Science in Electronics (274)
  - Double Degree of Bachelor of Engineering in Computer Engineering/Bachelor of Laws (288)*
  - Double Degree of Bachelor of Engineering in Electronics and Communications Engineering/Bachelor of Laws (287)*
  - Graduate Diploma in Applicable Mathematics (162)
  - Graduate Diploma in Computing Studies (333)
  - Graduate Diploma in Information Sciences (225)
  - Graduate Diploma in Information Systems (125)
  - Graduate Diploma in Management Sciences (346)*
  - Graduate Diploma in Statistics (007)
  - Graduate Diploma in Technological Sciences (224)
  - Degree of Master of Applied Science in Information and Technological Sciences (by research) (233)
  - Degree of Master of Arts in Information and Technological Sciences (by research) (226)
  - Degree of Master of Engineering (by research) (178)
  - Degree of Master of Information Technology (by coursework) (296)+
  - Degree of Doctor of Philosophy (235)

*offered jointly with the Faculty of Management
+Fee paying course

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Faculty of Management

- General Information

- Courses
  - Degree of Bachelor of Applied Economics (278)
  - Degree of Bachelor of Arts in Administration (002)
  - Degree of Bachelor of Arts in Social Sciences (211)
  - Degree of Bachelor of Commerce in Accounting (345)
  - Degree of Bachelor of Commerce in Banking and Finance (241)
  - Degree of Bachelor of Commerce in Management Sciences (242)*
  - Degree of Bachelor of Laws (graduate bachelor degree) (349)
  - Double Degree of Bachelor of Applied Economics/Bachelor of Laws (301)
  - Double Degree of Bachelor of Arts in Administration/Bachelor of Laws (283)
  - Double Degree of Bachelor of Arts in Social Sciences/Bachelor of Laws (289)
  - Double Degree of Bachelor of Commerce in Accounting/Bachelor of Laws (285)
  - Double Degree of Bachelor of Commerce in Banking and Finance/Bachelor of Laws (286)
  - Graduate Certificate in Management Studies (304)+
  - Graduate Certificate in Regional and Local Government Management (347)+
  - Graduate Diploma in Administration (053)
  - Graduate Diploma in Applied Economics (090)
  - Graduate Diploma in Employment Relations (328)
  - Graduate Diploma in Legal Studies (018)
  - Graduate Diploma in Management Sciences (346)
  - Graduate Diploma in Marketing (279)+
  - Degree of Master of Arts in Administration (by research) (049)
  - Degree of Master of Business Administration (by coursework) (118)
  - Degree of Master of Corporate Law (by research) (255)
  - Degree of Master of Employment Relations (by coursework) (326)
  - Degree of Master of Laws (by coursework) (303)
  - Degree of Master of Professional Accountancy (by coursework) (311)
  - Degree of Master of Public Administration (by coursework) (133)
  - Degree of Doctor of Business Administration (325)
  - Degree of Doctor of Legal Science (323)
  - Degree of Doctor of Public Administration (324)
  - Degree of Doctor of Philosophy (244)
    - Corporate Law Specialisation
    - Public Sector Management Specialisation

* Offered jointly with the Faculty of Information Sciences and Engineering. Refer to that Faculty's section for details of

these courses.
+ Fee paying course only

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Electives

- Single Electives/Service Units
- Elective Majors/Minors
  - Accounting
  - Administration
  - Applied Linguistics
  - Applied Physics
  - Applied Psychology
  - Biology and the Environment
  - Chinese
  - Communication
  - Computing
  - Cultural and Heritage Studies
  - Cultural and Indigenous Studies
  - Design Culture A*
  - Design Environment A*
  - Economics
  - Electronics
  - Employment Relations
  - Environmental and Analytical Chemistry
  - Geology/Earth Science
  - Graphic Communication*
  - Graphic Design 1*
  - Health Education Studies
  - History
  - Human Biology
  - Human Nutrition
  - Human Resource Development/Adult Education
  - Information and Records Management
  - Japanese
  - Law
  - Library and Information Studies
  - Literary Studies
  - Marketing
  - Mathematical Studies
  - Medical Laboratory Science
  - Nursing Science
  - Nutritional Science
  - Office Management
  - Planning and Environmental Law
  - Politics
  - Professional Writing
  - Remote Sensing and Geographic Information Systems
  - Sociology
  - Soils
  - Spanish
  - Sports Administration
  - Sports Coaching
  - Sports Media
  - Statistics
  - Technology in Publishing (Minor)
  - Theatre
  - Tourism
  - Urban Systems A*

* only level 1/2 units available 1997; refer to Faculty of Environmental Design

University of Canberra,
AUSTRALIA

1997 HANDBOOK

1997 Unit Availability

Abbreviations:

AppSc	Faculty of Applied Science
Commn	Faculty of Communication
Educ	Faculty of Education
Env Des	Faculty of Environmental Design
Inf Sc/Eng	Faculty of Information Sciences and Engineering
Mangmt	Faculty of Management

Unit Availability: A
Unit Availability: B
Unit Availability: C
Unit Availability: D
Unit Availability: E
Unit Availability: F
Unit Availability: G
Unit Availability: H
Unit Availability: I
Unit Availability: J
Unit Availability: L
Unit Availability: M
Unit Availability: N
Unit Availability: O
Unit Availability: P
Unit Availability: Q
Unit Availability: R
Unit Availability: S
Unit Availability: T
Unit Availability: U & V
Unit Availability: W

University of Canberra,
AUSTRALIA

1997 HANDBOOK

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University of Canberra, AUSTRALIA

1997 HANDBOOK

Course Enrolment offered in 1997

Newly enrolling students may be admitted to the following courses, undertaking specializations where listed, which lead to awards as indicated. All graduate and postgraduate courses are available on a 'HECS liable' and 'above quota' basis except where indicated.

^ = Course to be accredited

@ = HECS liable Australian students and fee-paying international students

= Fee paying only course

* = Students with meritorious performance may be admitted to their award with honours

BACHELOR DEGREE COURSES

COURSE/SPECIALISATION	CODE	AWARD ABBREVIATION	FACULTY
Accounting	345	BCom Acc	Management
Administration	002	BA Admin	Management
Applied Economics	278	BAppEc	Management
Applied Physics	344	BAppSc AppPhys	Inf Sc & Eng
Applied Science (Applied Psychology) (Conservation of Cultural Materials) (Cultural Heritage Management) (Earth and Land Science) (Ecology and Environmental Science) (Environmental and Analytical Chemistry) (General Science) (Human Biology) (Medical Laboratory Science) (Nutritional Science)	062	BAppSc	Applied Science
Applied Science (Honours) (Analytical Chemistry) (Applied Ecology) (Critical Biochemistry) (Conservation of Cultural Materials) (Cultural Heritage Management) (General Science) (Geology) (Human Physiology) (Immunology) (Microbial Ecology) (Remote Sensing and Geographical Information Systems) (Sports Coaching) (Water Science)	223	BAppSc (Hons)	Applied Science
Banking and Finance	241	BCom BnkgFin	Management
Communication (Advertising/Marketing) (Journalism) (Media) (Professional Writing) (Public Relations)	335	BA Comcn	Communication
Communication (Honours)	314	BA (Hons) Comcn	Communication
Computer Science	123	BAppSc CompSc	Inf Sc & Eng
Construction Management and Economics	341	B ConstMgt&Ec*	Env Design
Education			
Early Childhood	218	BEd	Education
Primary	219	BEd	
Secondary	338	BEd	
Education Conversion			
Early Childhood	198	BEd	Education
Primary	199	BEd	
Secondary	200	BEd	
Electronics Engineering	097	BAppSc Elec	Inf Sc & Eng
Computer Engineering	160	BE CompE*	Inf Sc & Eng
Electronics and Communications Engineering	258	BE Elec&ComcnE*	
Graphic Design	302	BGraphicDes*	Env Design
Health Education	337	BAppSc HealthEd	Education
Human Resource Development	291	BEd HumanResDev	Education
Industrial Design	342	BindDes*	Env Design
Information Management *(Library and Information Studies)* *(Office Management)*	317	BA InfMgt	Communication
Information Management (Honours)	321	BA (Hons) InfMgt	Communication
Information Technology	322	BInfTech	Inf Sc & Eng
Landscape Architecture	343	BLArch*	Env Design
Management Sciences	242	BCom MgSc	Inf Sc & Eng/Management
Mathematics	159	BAppSc Math	Inf Sc & Eng
Nursing Nursing Science	067	BNurs	Applied Science
1 yr conversion	134	BAppSc	Nursing Science
Social Sciences Sports Studies	211	BA SocSc	Management
Sports Administration	127	BA SportsSt	Applied Science
Sports Coaching	128	BAppSc	SportsSt
Sports Media	129	BA SportsSt	
Tourism	336	BA Trsm	Communication

BACHELOR GRADUATE ENTRY DEGREE COURSE

COURSE/SPECIALISATION	CODE	AWARD ABBREVIATION	FACULTY
Laws	349	LLB*	Management

DOUBLE BACHELOR DEGREE COURSES

COURSE/SPECIALISATION	CODE	AWARD ABBREVIATION	FACULTY
Environmental Design/Architecture *With Laws*	300	BAppSc EnvDes/Arch*	Env Design
Accounting/Laws	285	BCom Acc/LLB*	Management
Administration/Laws	283	BA Admin/LLB*	Management
Applied Economics/Laws	301	BAppEc/LLB*	Management
Banking & Finance/Laws	286	BCom BnkgFin/LLB*	Management
Computer Engineering/Laws	288	BE CompE/LLB*	Inf Sc & Eng/Management
Electronics & Communications Engineering/Laws	287	BE Elec&ComcnE/LLB*	Inf Sc & Eng/Management
Social Sciences/Laws	289	BA SocSc/LLB*	Management
With Engineering Applied Physics/Electronics & Communications Engineering	272	BAppSc AppPhys/Be Elec&ComcnE*	Inf Sc & Eng
Computer Science/Electronics & Communications Engineering	275	BAppSc CompSc/BE Elec&ComcnE*	Inf Sc & Eng
Electronics/Computer Engineering	274	BAppSc ElecBE CompE*	Inf Sc & Eng
Mathematics/Electronics & Communications Engineering	273	BAppSc Math/Be Elec&ComcnE*	Inf Sc & Eng

GRADUATE CERTIFICATE COURSES

COURSE/SPECIALISATION	CODE	AWARD ABBREVIATION	FACULTY
Community Counselling	260	GradCert CommunityCouns	Education
Education	319	GradCert Ed	Education
Higher Education#	329	GradCert HigherEd	Education
Human Resource Development#	355	GradCert HumanResDev	Education
Management Studies#	304	GradCert MgtSt	Management
Records and Archives Management#	351	GradCert RecordsArchivesMgt	Communication
Regional and Local Government Management#	347	GradCert RegLocal GovMgt	Management
Strategic Asset Management#	318	GradCert StrAssetMgt	Education
Teaching English to Speakers of Other Languages	270	GradCert TESOL	Education

GRADUATE DIPLOMA COURSES

Graduate diploma courses - in a new academic, professional or vocational area

COURSE/SPECIALISATION	CODE	AWARD ABBREVIATION	FACULTY
Administration	053	GradDip Admin	Management
Applicable Mathematics	162	GradDip ApplicMath	Inf Sc & Eng
Applied Economics	090	GradDip AppEc	Management
Community Counselling	339	GradDip CommunityCouns	Education
Computing Studies	333	GradDip CompSt	Inf Sc & Eng
Education Secondary@	220	GradDip Ed	Education
Employment Relations	328	GradDip EmpRel	Management
Human Resource Development	290	GradDip HumanResDev	Education
Information Systems	125	GradDip InfSys	Inf Sc & Eng
Legal Studies	018	GradDip LegSt	Management
Library and Information Management	163	GradDip LibInfMgt	Communication
Management Sciences	346	GradDip MgtSc	Management/Inf Sc & Eng
Marketing#	279	GradDip Mktg	Management
Office Management	209	GradDip OffMgt	Communication
Professional Communication (Professional Writing)	231	GradDip ProfComcn	Communication
Special Education	340	GradDip SpEd	Education
Statistics	007	GradDip Stat	Inf Sc & Eng
Teaching English to Speakers of Other Languages	114	GradDip TESOL	Education
Tourism Management@	222	GradDip TrsmMgt	Communication

Postgraduate diploma courses - extending skills and knowledge in a professional area previously studied

COURSE/SPECIALISATION	CODE	AWARD ABBREVIATION	FACULTY
Applied Psychology@	248	GradDip AppPsych	Applied Science
Applied Science@ (Cultural Heritage Management) (General Science) (Nutritional Science) (Public Health Nutrition) (Resource Management)	151	GradDip AppSc	Applied Science
Communications@	229	GradDip Comcn	Communication
Environmental Education@	267	GradDip EnvEd	Applied Science
Information Sciences	225	GradDip InfSc	Inf Sc & Eng
Information Studies@	164	GradDip Arts	Communication
Nursing@	181	GradDip Nurs	Applied Science
Technological Sciences	224	GradDip TechSc	Inf Sc & Eng

MASTER DEGREE COURSES

By coursework

COURSE/SPECIALISATION	CODE	AWARD ABBREVIATION	FACULTY
Advertising and Public Relations#	350	MAdv&PubRel	Communication
Applied Science@ (Conservation of Cultural Materials) (Cultural Heritage Management) (General Science) (Resource Management)	305	MAppSc	Applied Science
Business Administration (Corporate Governance) (General Management)	118	MBusAdmin	Management
Community Education (Counselling)@	331	MA CommunityEd	Education
Community Education(Human Resource Development)	332	MA CommunityEd	Education
Education	239	MEd	Education
Employment Relations	326	MEmpRel	Management
Environmental Education@	268	MEnvEd	Applied Science
Information Technology#	296	MInfTech	Inf Sc & Eng
Law	303	LLM	Management
Marketing Communications#	348	MMktgComcn	Communication
Nursing@	221	MNurs	Applied Science
Professional Accountancy	311	MProfAcc	Management
Public Administration	133	MPubAdmin	Management
Sports Medicine#	280	MSportsMed	Applied Science
Teaching English to Speakers of Other Languages	115	MA TESOL	Education

MASTER DEGREE COURSES

By research@

COURSE/SPECIALISATION	CODE	AWARD ABBREVIATION	FACULTY
Administration	049	MA Admin	Management
Applied Science (Conservation of Cultural Materials) (Cultural Heritage Management) (General Science) (Resource Management)	156	MAppSc	Applied Science
Architecture	192	MArch	Env Design
Communication	230	MA Comcn	Communication
Construction Management and Economics	277	MConstMgt&Ec	Env Design
Corporate Law	255	MCorpLaw*	Management
Education	055	MEd	Education
Engineering	178	ME	Inf Sc & Eng
Environmental Design	158	MEnvDes	Env Design
Industrial Design	196	MindDes	Env Design
Information and Technological Sciences	233	MAppSc InfdTechSc	Inf Sc & Eng
Information Studies	313	MA	Communication
Landscape Architecture	195	MLArch	Env Design
Nursing	312	MNurs	Applied Science
Sports Studies (Biomechanics) (Exercise Physiology) (Motor Learning) (Sports Studies) (Sports Administration) (Sports Humanities)	191	MAppSc SportsSt	Applied Science
Sports Studies	144	MA SportsSt	Applied Science
Tourism	327	MA Trsm	Communication
Urban and Regional Planning	110	MUrb&RegPlan	Env Design

DOCTORAL DEGREE COURSES

COURSE/SPECIALISATION	CODE	AWARD ABBREVIATION	FACULTY
Business Administration	325	DBusAdmin	Management
Education	352	EdD*	Education
Environmental Design	320	DEnvDes	Env Design
Legal Science	323	SJD	Management
Public Administration	324	DPubAdmin	Management
Doctor of Philosophy@	232	PhD	Applied Science
	246	PhD	Communication
	208	PhD	Education
	251	PhD	Env Design
	235	PhD	Inf Sc & Eng
	244	PhD	Management

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University of Canberra, AUSTRALIA

1997 HANDBOOK

Single Electives/Service Units

The following units are available to undergraduate students in a number of courses as single electives, to develop their basic skills in certain areas.

Details of contact hours and syllabuses are available in the Description of Units section. Students should also refer to the Unit Availability List in this Handbook.

Further details are available from the Executive Officer/Assistant of the Faculty administering the unit/s.

Unit No.	Unit	Faculty
1720	Accounting 1A	Management
1097	Art A	Education
2440	Archaeology of Hunters and Gatherers	Applied Science
0673	Australian Politics 1	Management
1801	Australia's Trading World (short)	Applied Science
1444	Basic Information Systems	Inf Sc & Eng
0715	Basic Sociology	Management
3539	Business Statistics 1	Inf Sc & Eng
1516	Chemistry 1A	Applied Science
4188	Chinese for Business	Communication
0368	Commercial Law 1	Management
3762	Communication Interface 1	Communication
3592	Communication Interface 2	Communication
0758	Communication in Science	Applied Science
4470	Computing Mathematics 1	Inf Sc & Eng
0005	Computers and Computing	Inf Sc & Eng
0028	Concepts and Elements of Law	Management
2972	Concepts in Applied Anthropology	Applied Science
0483	Concepts in Biology	Applied Science
0123	Contemporary Aboriginal Studies	Education
3519	Economics 1A	Management
0880	Functional Anatomy	Applied Science
3625	Furniture Design	Env Design
0482	General Physics	Inf Sc & Eng
0007	Health Education Studies 1	Education
1100	Health, Lifestyle and Education	Education
3754	Hospitality Operations	Communication
3071	Human Physiology and Anatomy 1	Applied Science
0427	Introduction to Applied Geography	Applied Science
1519	Introduction to Exercise Science	Applied Science
4207	Introduction to Management	Management
3380	Japanese for Tourism	Communication
2571	Language, Culture and Society	Communication
0952	Law of Communications	Management
0034	Macroeconomics 1	Management
3249	Marketing Law	Management
3605	Mathematical Methods 1A	Inf Sc & Eng
0020	Microeconomics	Management
0647	Music A	Education
3609	Organisational Behaviour	Management
3603	Physical Principles	Inf Sc & Eng
0623	Plants and Animals	Applied Science
4309	Psychology 101 : Introductory Psychology 1	Applied Science
3385	Research Skills	Communication
3479	Science, Environment and Society	Applied Science
1057	Social Geography (short)	Applied Science
0953	Social Research Methods	Management
4184	Technical Writing	Communication
3296	Tourism Computer-Based Systems	Communication
1796	Urban Geography (short)	Applied Science
3006	World Resources	Applied Science
1154	Writing 1 English Expression	Communication

3710	Writing 1 (ESL) (year-long)	Communication

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Elective Majors/Minors for Undergraduate Courses

A number of undergraduate courses of the University offer elective majors of units to students. An elective major can often be undertaken in a faculty other than the faculty administering a student's course.

Below are examples of some possible six-unit elective majors to be taken by students. Other combinations may be designed to suit the needs of particular courses.

Students should note that some units, particularly at the 5/6 level, have extensive prerequisite requirements that it may not be possible to satisfy within an elective sequence of only six units.

It is the responsibility of the student to determine the requirements of an elective major in his/her particular degree course of studies.

Students are strongly advised to obtain course advice from their course convener before selecting an elective major. Note that only students enrolled in courses in the Faculty of Education may take curriculum, teaching units, or professional units offered by that Faculty.

- Accounting
- Administration
- Applied Linguistics
- Applied Physics
- Applied Psychology
- Biology and the Environment
- Chinese
- Communication
- Computing
- Cultural and Heritage Studies
- Cultural and Indigenous Studies
- Design Culture A*
- Design Environment A*
- Economics
- Electronics
- Employment Relations
- Environmental and Analytical Chemistry
- Geology/Earth Science
- Graphic Communication*
- Graphic Design 1*
- Health Education Studies
- History
- Human Biology
- Human Nutrition
- Human Resource Development/Adult Education
- Information and Records Management
- Japanese
- Law
- Library and Information Studies
- Literary Studies
- Marketing
- Mathematical Studies
- Medical Laboratory Science
- Nursing Science
- Nutritional Science
- Office Management
- Planning and Environmental Law
- Politics
- Professional Writing
- Remote Sensing and Geographic Information Systems
- Sociology
- Soils
- Spanish
- Sports Administration
- Sports Coaching
- Sports Media
- Statistics
- Technology in Publishing (Minor)
- Theatre
- Tourism
- Urban Systems A*

* only level 1/2 units available 1997; refer to Faculty of Environmental Design

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Preface

Aims

The principal aims of the University are to prepare students for professional careers through high quality courses at undergraduate and postgraduate levels, and to make a contribution to the intellectual development of Canberra and the south-east region, and of the nation, through the research and consultancy activities of its staff. The University accepts a responsibility to achieve these aims in the context of its equal opportunity policies.

Mission

The University of Canberra aims to

- be known for the excellence of its scholarship and its contribution to the dissemination of academic and applied knowledge directed to socially valuable ends
- develop a distinctive academic character based on the provision of liberal and vocational education relevant to a wide range of occupations and on its contribution to research which will tend to be of an applied nature
- continue its special relationship with the ACT and surrounding communities and be responsive to their educational needs while making a significant contribution to teaching, research and consultancy at national and international levels
- encourage communication with its graduates, professional bodies and employer and employee organisations, both public and private sectors of employment, all levels of government and with other academic institutions
- offer its students an education which will inspire and assist them to high levels of achievement enabling them to fill a socially responsible role in the community and to contribute to the expertise, practice and influence of the specific areas to which their education has been directed
- provide a range of courses and other educational opportunities for students at all stages in their lives and to all groups in society and facilitate the participation of an equitable proportion of disadvantaged people
- encourage the academic staff to make a direct contribution to their disciplines and professions by undertaking consultancies and research work and to offer intellectual leadership and service to society at large
- have an organisational structure which enables all its members to contribute to the formulation of policy in the University; and to implement and develop the University's mission
- maintain social, educational, environmental and administrative frameworks which will allow its members an equal opportunity to participate in its activities, which will stimulate the University community and which will establish an atmosphere of academic freedom and intellectual activity.

History

The University of Canberra was established by the Commonwealth Government in 1967 as the Canberra College of Advanced Education. Students were enrolled on a part-time basis in 1968 and full-time teaching began the following year.

The Bill for an Act to establish and incorporate a University of Canberra under the sponsorship of Monash University and to repeal the Canberra College of Advanced Education Act 1967 was assented to by the Governor-General on 28 December 1989. The University of Canberra Act 1989 came into effect on 1 January 1990. Sponsorship by Monash University concluded at the end of 1993. The University is a member of the Unified National System, and of the Association of Commonwealth Universities.

Campus

The University of Canberra occupies a site of 119 hectares in the suburb of Bruce, adjacent to the Belconnen Town Centre and about eight kilometres from the central business district of Canberra. The Bruce precinct includes a technology park, the Australian Institute of Sport, a campus of the Canberra Institute of Technology, a major hospital and several government departments.

The current enrolment is 8750 students. Part-time students account for about 37 per cent of the student body, with around 20 per cent enrolled in postgraduate courses. At present about 57 per cent of the student population is aged under 25 years, and 55 per cent of the enrolments are women.

Courses are organised within the Faculties of Applied Science, Communication, Education, Environmental Design, Information Sciences and Engineering, and Management.

Residential accommodation on campus caters for about 1050 students, while some off-campus accommodation for students is available nearby. College House, a separate building accommodating 28 persons in ensuit rooms, is available for visiting academic staff and for use by short course participants.

Extension Studies

In addition to those students enrolled in formal bachelor degree courses, and graduate level studies a large number of persons attend short courses offered at the University during the year. Short non-award courses for a variety of occupations such as public administration, human resources management, and management courses for local government are conducted as well.

In co-operation with the Australian Agency for International Development (ACED) and the Overseas Student Office of the Commonwealth Department of Employment, Education, Training and Youth Affairs, the University enrols a number of international students each year. Most University courses have been approved for offering on a full-fee paying basis to international students.

Equity Programs

The University of Canberra is committed to a policy of equal opportunity in education. The University affirms its continuing opposition to unfair discrimination on any grounds consistent with Commonwealth and ACT legislation. This commitment accords with the maintenance of academic standards, and supports the principle that students are selected and progress on merit. The University will continue to develop procedures and practices to ensure equitable treatment of all students and potential students concerning recruitment, admission and academic progress, as well as University facilities and services. A copy of the University's policy on equal opportunity in education is available on request from the Equity Office.

The University has taken positive action to implement initiatives aimed at increasing access and participation of under-represented or disadvantaged social groups.

Equity programs currently include:
assistance for students with disabilities; study skills assistance for students from non-English speaking backgrounds; Access Scheme for educationally disadvantaged school leavers; alternative admission schemes for adults; Equity Exemption Awards for postgraduate courses.

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Organisation

Council

The governing authority of the University is the Council. Its membership comprises the Chancellor; the Vice-Chancellor; seven persons appointed by the Governor-General; two persons appointed by the Chief Minister of the Australian Capital Territory; one person (not being an employee or student of the University) elected by graduates of the University and of the College; three members of the academic staff elected by members of that staff; one member of the general staff elected by members of that staff; two students of the University elected by students of the University to represent undergraduate and postgraduate students; and the person or persons (if any) appointed under the following provision - where the Council considers that it is necessary to appoint one or two extra members of the Council to enable the Council to perform its functions efficiently, the Council may appoint a person or persons as a member or members of the Council.

Chancellor of the University

Wendy Elizabeth McCarthy, AO, BA, DipEd *NE*, Hon DUniv *S Aust* - appointed to Council 7 May 1992; appointed as Chancellor 1 January 1996; present tenure expires 31 December 1997.

The Council

Members as at 30 September 1996

Appointed by the Governor-General

Meredith Ann Edwards, AM, BCom (Hons) *Melb*, PhD *ANU* - appointed to Council 7 February 1990; re-appointed from 1 January 1993; present tenure expires 31 December 1996.

Ian Mackintosh, BCom *Auck*, ACA, CPA - appointed to Council 7 February 1990; reappointed from 7 January 1993; present tenure expires 31 December 1996.

Appointed by the Council

Peter McGhie, MA (Hons) *Well* - appointed to Council 7 July 1993; reappointed 7 July 1995; present tenure expires 6 July 1997.

Appointed by the Chief Minister of the Australian Capital Territory

Howard William Powell, AM, BSc *Syd* - appointed to Council 13 September 1994; present tenure expires 12 September 1998.

Kaye Price, DipT *TCAE*, BEd *WACAE*, MEd *S Aust* - appointed to Council 13 September 1994; present tenure expires 12 September 1998.

Elected by the Academic Staff

Belle Alderman, BA *Georgia*, MLn *Emory*, DLS *Col* - elected to Council 27 September 1995; present tenure expires 26 September 1997.

Clementina Annice, BEd *WAIT*, MA *Reading*, EdD *W Virginia* - elected to Council 27 September 1986; re-elected 27 September 1988, 27 September 1990 and 27 September 1992; re-elected 27 September 1994 and 27 September 1996; present tenure expires 26 September 1998.

James Robert Hanratty, BEc *Syd*, MSc(Econ) *Lond* - elected to Council 27 September 1986; re-elected 27 September 1988, 27 September 1990 and 27 September 1992; re-elected 27 September 1994 and 28 September 1996; present tenure expires 26 September 1998.

Elected by the General Staff

Wendy Dunne - elected to Council 3 June 1993; re-elected 27 September 1993 and 27 September 1995; present tenure expires 26 September 1997.

Elected by the Graduates

Patricia Mary Cooper, MEd *Canberra CAE* - elected to Council 27 September 1991; re-elected 27 September 1992, 27 September 1994 and 27 September 1996; present tenure expires 26 September 1998.

Elected by the Students

Renee Brooks - elected to Council 27 September 1996; present tenure expires 26 September 1997.

Gillian McFeat Lin, BArch *Canberra* - elected to Council 27 September 1996; present tenure expires 26 September 1997.

Member Ex Officio

Donald Alexander Aitkin, MA *NE*, PhD *ANU*, FASSA, FACE, Vice-Chancellor

Committees of Council

Audit Committee

Chair:	An external member of Council:	Associate Professor B Alderman
Members:	Two external members of Council:	Mr P McGhie, to be announced
	A University staff member with relevant expertise:	Professor B Andrew

Buildings and Site Committee

Chair:	A member of Council:	to be announced
Members:	Deputy Vice-Chancellor (Administration):	Dr J Grant
	A Dean of Faculty:	Associate Professor G Pollard
	Two members of staff expert in a relevant area:	Associate Professor K Wellman, Associate Professor R Barton
In attendance with speaking rights		
	President of NTEU or nominee:	to be announced
	Either student member of Council (by agreement):	to be announced
	Manager of Administrative Services Division:	Mr A Westerman

Committee for Ethics in Human Research

Chair:	Ms A McMahon
Members:	Mrs S Bachelard
	Rear Admiral A M Carwardine, AO
	Dr P Clayton
	Dr D Eager
	Dr M Fleer
	Dr B Furnass
	Dr P Horn
	Dr F Long
	Mr B Pentony
	Ms M Proctor
	Associate Professor A Roberts
	Dr T Webb
	The Reverend D Webster

In accordance with the *NHMRC Act* 1992, this Committee monitors the use of human subjects in teaching and research experimentation.

Committee for Ethics in Animal Experimentation

Chair:	Dr Will Osborne (Chair)
Members:	Mrs S Bachelard
	Ms C Bellenger
	Dr L Hinds
	Dr P Horn
	Mr B Pentony
	Ms M Rauhala
	Mr S Thomson (student representative)
	The Reverend David Webster

In accordance with the *ACT Animal Welfare Act* 1992 and *The Australian Code of Practice for the Care and Use of Animals for Scientific Purposes*, this Committee monitors the use of animal subjects in teaching and research experimentation.

Equal Opportunity Committee

Chair:	Vice-Chancellor:	Professor D Aitkin
Members:	A staff member of Council:	Associate Professor C Annice
	A representative of the campus industrial unions nominated by the unions:	to be announced
	Two nominees of the Vice-Chancellor with expertise in issues relevant to target groups:	Mrs A Shaddock, Associate Professor J Rayner
Observers		
	Equity Officer:	Ms L J Haylings
	Director of Student Support Services:	Ms D Coward
	One undergraduate student nominated by Students Association:	to be announced
	One postgraduate student nominated by CUPA:	to be announced
	The Chairs of any sub-committees	

Sub-committee: Sexual Harassment Committee.

Finance Committee

Chair:	A member of Council:	to be announced
Members:	A member of Council with appropriate expertise:	Ms W Dunne
	Two staff members with appropriate expertise:	Professor B Andrew, to be announced
	Deputy Vice-Chancellor (Administration):	Dr J M Grant
In attendance with speaking rights		
	President of NTEU or nominee:	to be announced
	Either student member of Council by agreement:	to be announced
	Manager of Administrative Services Division:	Mr A Westerman

Sub-committees: Academic Staff Committee; General Staff Committee (to be confirmed)

Honorary Degrees Committee

Chair:	The Chancellor:	Ms W McCarthy
Members:	Vice-Chancellor:	Professor D Aitkin
	Chair of Academic Board:	Professor R Tomasic
	Chair of University Higher Degrees and Scholarships Committee:	Professor J Brine
	A member of Council appointed by Council who is not a member of the Committee by virtue of any of the preceding appointments:	Dr M Edwards
	A member of Academic Board appointed by Academic Board who is not a member of the Committee by virtue of any of the preceding appointments:	Professor J James

Legislation Committee

Chair:	A member of Council:	vacant
Members:	A legal draftsperson:	Mr R Seins
	Deputy Vice-Chancellor (Administration):	Dr J M Grant
	A member of staff with legal expertise:	Professor R Tomasic
	Another member of Council:	to be announced

Student Conduct Committee

Chair:	A professorial member of the academic staff who is not a Dean:	Professor B Andrew
Members:	The Registrar:	Dr J Grant
	Vice-Chancellor or nominee:	Professor K Taylor
	A student member of Council:	to be announced
	A member of the general or academic staff:	Ms B Chambers

Student Conduct Appeals Board

Chair:	A member of Council not a student or staff member:	vacant
Members:	Two members of Council (cannot be the Vice-Chancellor or a member of the Student Conduct Committee):	to be announced

Student Services Committee

Chair:	A member of Council:	to be announced
Members:	Director of Student Support Services *ex officio*:	Ms D Coward
	Dean of Students *ex officio*:	Associate Professor Van Le
	Associate Dean of Students *ex officio*:	to be announced
	President of Students' Association or President of CUPA:	to be announced
In attendance with speaking rights		
	Chair or General Manager of University Union (by agreement):	to be announced
	Director of University Residences:	Mr P Fyfe

Sub-committees: Learning and Academic Skills; others to be announced

University Promotions Committee

Chair:	Nominee of Vice-Chancellor:	Professor A Cripps
Members:	A Dean elected by the Deans:	to be announced
	A Professor or Associate Professor elected by the Professors and Associate Professors:	Associate Professor E Martin
	Two members of academic staff of the University elected by the academic staff:	Dr J O'Brien, Ms L Warne
	A nominee of the Vice-Chancellor being a member of academic staff:	Professor I Moses
For promotion to Associate Professor		
	A nominee of the Vice-Chancellor being a person external to the University who has significant academic and professional standing in the community:	to be announced
Observers		
	A nominee of the NTEU being a member of the academic staff:	Associate Professor S Nandan
	A nominee of the Equity Officer being a member of staff:	Mrs A Shaddock

Academic Board

The University Act establishes the Academic Board which, subject to the Statutes, is responsible under the Council for all academic matters relating to the University; and may advise the Council on any matter relating to education, learning or research or the academic work of the University. The Board consists of the following members:

The Vice-Chancellor or his or her nominee; six Deans of Faculties; two heads of designated bodies; any member of the academic staff who has been appointed as Professor by the Council, and who is not a member of the Board; one academic staff member of each Faculty Board chosen by resolution of the Faculty Board; three members of the academic staff elected by members of that staff to be members of the Council; two members elected from among their number by the students of the University; two students of the University elected by students of the University to be members of the Council; the person or persons (if any) appointed by the Council after receiving the advice of the Board. The (elected) chair of the Board is currently Professor R Tomasic; the Board has elected Professor M Carroll as Deputy chair.

Permanent committees of academic board are: Admissions Committee; Education Committee; Research Committee; Student Appeals Committee (appointed as required); University Assessment Committee; University Higher Degrees and Scholarships Committee.

Faculty Boards

The University currently offers courses through six Faculties: Applied Science, Communication, Education, Environmental Design, Information Sciences and Engineering, Management. Under the authority of the Academic Board, each Faculty has a Board of Studies with staff and student members. Faculty Boards make decisions related to course and student matters.

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Senior University Staff

Vice-Chancellor
Professor D.A. Aitkin, MA *NE*, PhD *ANU*, FASSA, FACE

Deputy Vice-Chancellor (Academic)
Professor I. Moses, Dipl Soz Wirt *Erlangen-Nürnberg*, Grad DipEd *DDIAE*, MA, PhD *Qld*, Hon DLitt *Technol, Syd*, FSRHE

Deputy Vice-Chancellor (Administration), and Registrar
J.M. Grant, BSc (Hons), PhD *UNSW*, DipEd *Syd*, FACE, FAIM

Dean, Faculty of Applied Science
Professor A.W. Cripps, BSc (Hons) *NE*, PhD *Syd*, FASM, FAIMS, AFCHSE

Dean, Faculty of Communication
Professor P. Putnis, BA (Hons) *N'cle,NSW,* PhD *ANU*

Dean, Faculty of Education
Professor K.J. Kennedy, BA, DipEd, MEd *UNSW*, LittB *NE*, MA, PhD *Stanford*

Dean, Faculty of Environmental Design
Professor E. Bonollo, BE (Hons), MEngSc, PhD *Melb*, ARMIT, TTTC, CPEng, MIEAust, CEng, AOQ, AADM (from 1/1/97)

Dean, Faculty of Information Sciences and Engineering
Associate Professor G.H. Pollard, BSc *Syd*, MSc, PhD *ANU*, AMusA, FSS

Dean, Faculty of Management
Associate Professor J.C. McMaster, MCom (Econ) *UNSW*

Manager, Academic Services
B.J. Cameron, BA, BEd, Dip Psych, MBA *Qld*, PhD *Melb* (from January 1997)

Manager, Administrative Services and Chief Accountant
A.J. Westerman, BCom *Qld*, MBA *S Qld*, AAUQ, ASA

Manager, Information Services and Librarian
L.V. Jennings, BA, MLib, MCom *UNSW*, AALIA

Chair, Academic Board
Professor R Tomasic, LLB, MA *Syd*, PhD *UNSW*, SJD *Wisconsin*, Solicitor (NSW)

Executive

Vice-Chancellor
Professor D.A. Aitkin
Chief Executive Officer, information services, faculties, secretariat
Enquiries: Mrs B Coles, Personal Assistant 1D139 (06) 201 5000/5001

Policy Adviser
C. Wise, BEd *CCAE*, AALIA, MACE

Adviser to University on Research, and Professor of Physics
D.C. Creagh BSc (Hons), DipEd *Qld*, MSc *NE* and *Bristol*, PhD *UNSW*, CPhys, CEng, FIP, FAIP, MIEE

Deputy Vice-Chancellor (Academic)
Professor I. Moses
Academic services, accreditation and reviews, Centre for Enhancement of Learning, Teaching and Scholarship, international office, planning and statistics, research, student administration, student support services
Enquiries: Mrs M Stanford, Personal Assistant 1D131 (06) 201 5061

Deputy Vice-Chancellor (Administration), and Registrar
Dr J.M. Grant
Administrative services, human resources, community and public relations
Enquiries: Mrs J Mattiazzi, Personal Assistant, 1D126 (06) 201 5021

University of Canberra, AUSTRALIA

1997 HANDBOOK

Administrative Sections and Staff

Academic Services

Responsibilities

- academic services, administration of course accreditation and reviews, planning and statisitcs, student administration and student support services.

Manager, Academic Services
B.J. Cameron, BA, BEd, Dip Psych, MBA *Qld*, PhD *Melb* (from January 1997)

Academic Services Office

Responsibilities

- to provide support for faculties, Academic Board and the University committees responsible for the development and implementation of policy on teaching and learning, ethics in human research, teaching grants and course development.

Enquiries: 1D94 (06) 201 5440.

Assistant Registrar (Academic Services)
K. Bisset, BA ***NE***, DipEd ***Syd***, Grad Dip Social Communication ***Hawkesbury AC***

Academic Services Officer
S.R. Harding, BA Lib ***CCAE***, AALIA

Administrative Officers
S. Richardson

T. Stubbs

Planning and Statistics Office

Responsibilities

- to provide information and advice to University management and outside bodies, based on the application of quantitative and qualitative analysis of data.

Enquiries: 1D83 (06) 201 2426

Assistant Registrar (Planning and Statistics)
G.N. Appleby, BSc ***Vic, BC***

Administrative Officer
G.K. Tarrant, BAgEc, Dip BusStud ***NE***

Administrative Services

Manager, Administrative Services and Chief Accountant
A.J. Westerman, BCom ***Qld***, MBA ***S Qld***, AAUQ, ASA

Accounts Office

Responsibilities

- to process all of the University's financial transactions; to maintain the University's financial data on the computerised and integrated Financial Management Information System; and to prepare various period and annual financial reports and statements for various internal and external users.

Enquiries: 1B104 (06) 201 2935

Operations Accountant
G. Foran, MNIA

Systems Accountant
R.A. McLean, BA Acc ***CCAE***, CPA

Reporting Accountant
B.E. Weeden, CPA

Budget Office

Responsibilities

- to provide budget advice and collation, budget monitoring, preparation of administrative budgets.

Enquiries: 1D122 (06) 201 2014

Budget Accountant
W. Dunne, MNIA

Finance Office

Responsibilities

- Management of each balances and investments.

Enquiries: 1D109a (06) 201 2037

Investment Manager
M.L. Betts, BEc ***Syd***, CPA

Property Office

Responsibilities

- buildings and grounds maintenance, major and minor construction, parking, cleaning, security, car pool, Jervis Bay Field Station, lecture and tutorial timetabling.

Enquiries: 1C78 (06) 201 5099

Director, Property
A.S. Frowd, BE (Hons) (Civil), MEngSc ***QIT,*** MEngSc ***Monash***

Project Manager
T. El-Ansary, BE (Civil) ***W'gong***, MEng Sc (Civil) ***UNSW,*** MIEAust, CPEng

Property Administrator
vacant

Timetable Officer
V. Mayer

Purchasing and Stores

Responsibilities

- Procurement of goods and services; recording and control of University's portable assets; some insurance matters; Bulk Stationery Store; Lost Property Office.

Enquiries: (06) 201 5745

Head, Purchasing and Stores
O. McElhinney

Assets Officer
N. Fennis

University Residences

Responsibilities

- to provide on-campus accommodation and associated services to students.

Enquiries: Residential Services Office (06) 201 3500

Director
P.M. Fyfe

Centre for the Enhancement of Learning, Teaching and Scholarship (CELTS)

Responsibilities

- The Centre is an academic unit which aims to support academic staff of the university by assisting them to enhance the quality of their academic work. The Centre is housed in a specially designated area on level D of the Library Building.

Enquiries: 8D26 (06) 201 5290

Director and Associate Professor in Higher Education
S. Johnston, BPharm, DipEd, BEdSt, MEdSt, PhD ***Qld***

Senior Lecturer
I. TeWiata, Dip Med Lab Tech, Cert Adult & Tert Teach, DipEd, MEd (Hons) ***Auck***

Lecturer
D. Adams, TC, BEd, BA, MLitt ***NE***

Associate Lecturer
C. McCormack, BA (Hons) ***ANU***, GradDip Ed ***CCAE***, Dip Urban & Reg Plan ***NE***, MEd ***Canberra***

Administrative Officer
K. Pollock, BA Prof Wrtg ***Canberra***

Human Resources

Responsibilities

- employee relations and human resource development matters; staff recruitment; conditions of employment; payroll and superannuation matters; training and development; job evaluation; occupational health and safety and rehabilitation.

Enquiries: 1D113 (06) 201 5079

Director, Human Resources
K. Dubravs, BBus ***Riverina-Murray Inst Higher Ed***, CMAHRI

Manager, Human Resources
R.F. Tuckerman, AASA, MIPMA

Manager, Personnel (Salaries)
A.J. Masterman, BSc (Maths) ***Portsmouth Poly***, GradDip Comp St ***CCAE***

Manager, Employee Relations
R. Dunn, BA Mod Lang ***CCAE***, GradDip International Law ***ANU,*** CMAHRI

Manager, Occupational Health and Safety
L.G. Hogg, MSIA, MESA

Classification Officer

J. Nicholls

Safety and Rehabilitation Adviser
M. Pettett

Staff Training and Development Officer
A. Haridan, BEd ***Flin*** DipT, GradDip Ed Couns ***SAust***, MAITD

Information Services

Responsibilities

- to provide information and communication services and related infrastructure (including library, computing, networking, database, audiovisual, printing, switchboard, registry and mail services) and to train University staff and students in the use of these services.

Enquiries: 8C13 (06) 201 5092

Manager, Information Services and Librarian
L.V. Jennings, BA, MLib, MCom ***UNSW***, AALIA

Program Directors
G.P. Jones, BA ***Flin***, Dip Lib ***CCAE***, M Public Law ***ANU***, AALIA

R.I. Thompson, BSc ***UNSW***, MACS

Program Managers

Client Relations Program
vacant

Training Program
S.A. Leigh, BA (Asian St) ***ANU***, M Pub Admin ***Canberra***

IT User Support Program
K.E. Christenson, BSc ***Missouri (Rolla)***, GradDip Comp St ***CCAE***

IT Infrastructure Program
G.D. Brown, BSc (Hons), PhD ***WAust***, GradDip Comp St ***Canberra***

IT Infrastructure Support Program
D.L. Child, BA Comp St ***CCAE,*** MACS

International Office

Responsibilities

- the recruitment of international students; the orientation and ongoing support of international students; the development and monitoring of international exchange arrangements; the provision of scholarships to Australian students for overseas study; the maintenance of links with international agencies, and the hosting of international visitors.

Enquiries: 1B142 (06) 201 2163

Director
R.J. Latta, BA Math, GradDip Comp St ***CCAE***

Deputy Director
vacant

Administrative Officer
J. Mountseer

Welfare Officer
N. Fleming, BA ***ANU***

Ngunnawal Centre for Aboriginal and Torres Strait Islander Education

Responsibilities

- to provide academic and social support programs to Aboriginal and Torres Strait Islander students across all faculties.

Enquiries: 7B6 (06) 201 2998

Aboriginal Liaison Officer
S. O'Neil

Foundation Year Program Co-ordinator
F.J.R. Wyllie, BEcon ***Qld***, BA ANU), AssocDip Creative Arts ***Brisbane CAE***, GradDip Ed (Distn) ***Sydney CAE,*** MLitt ***ANU***

Lecturers
A. Shaddock, BA, DipEd ***NE***, MEd ***Canberra***

Tutors
N. Singleton, BAppSc ***Canberra,*** DipEd ***Br Col***

H. Taylor, BA ***ANU***, Dip Pub Admin ***RMIT***, Dip Soc Sc, MLitt ***UNE***

Executive Officer
R. Homem

ATAS Administrative Assistant

L. Brandy

Public Relations

Responsibilities

- Marketing, public relations, media liaison, University newspaper ***Monitor***, student recruitment, advertising, Open Day, corporate image, graphic design, promotional literature.

Enquiries: 1B148 (06) 201 2560

Director
L. Elliott, BA Commn, GradDip Mktg ***Mitchell CAE***

Community Liaison Officer
G.M. Draper

Editor, University Newspaper
A. Mason, BA Prof Wrtg ***Canberra***

Graphic Designer
D. Trow, Dip Graphic Design ***WA TAFE***

Journalist
C. Burke, BA Comcn ***Canberra***

Media Officer
S. Page, BA ***Well***, Dip Journ ***Wellington Poly***

Research Office

ïadministration of research management, liaison with external organisations on research, ethics in animal experimentation.

Director
K W Hyde, BAgrSc ***Qld***, GradDip AgrEcon ***NE*** (from January 1997)

Administrative Officers
B. Fisher

D. Greer, BA Comcn ***Canberra***

Secretariat

Responsibilities

- to service the University Council and some other major University committees; to produce the University's official publications; to oversee FOI, Privacy Act, copyright and legislation matters; to provide executive support services to the Vice-Chancellor and Deputy Vice-Chancellors as necessary.

Enquiries: 1D95 (06) 201 2613

Secretary to Council and Assistant Registrar
G.R. Dennett, BSc, DipEd ***Syd***

Manager, Official Publications
R.B. Richards, BA ***ANU***

Administrative Officer
H.M. Maxwell, BA Mod Lang ***Canberra***

Student Administration

Responsibilities

- to provide a student enquiry service and to administer admissions, enrolment, student progress, end-of-semester examinations, graduation, Higher Education Contribution Scheme (for DEETYA), to maintain student information systems.

Undergraduate Enquiries: Student Administration Enquiries Desk, Building 1 (06) 201 2225

Director
R. Kominek, BA Math ***CCAE***

Deputy Director
D. Roberts, BA Sec St ***CCAE***

Manager, Information Management and Progress
S. Tanzer, BInf Tech ***S Q'ld***

Administrative Officers
Admissions - P. Dahl, BA ***ANU*** (acting)

Enrolment - A. Beauman, BAppSc Sports St ***CCAE***

Examinations - J. Harrison (acting)

HECS/Course Fees - N. Rendina, AssocDip Interp & Trsltg ***CCAE***, NAATI

Information Management - B. Cattanach

Progress - C. Best

Graduate Studies Office

Responsibilities

- to provide a postgraduate student enquiry service and to receive forms relating to postgraduate admission, progress and examination; to monitor higher degree by research admission and student progress; to administer doctoral thesis examinations; to provide information on policy and procedures relating to postgraduate courses; to administer Australian Scholarships program; Secretariat to the University Higher Degrees Committee and the Scholarships Committee.

Enquiries: 1B100 (06) 201 2154/2085

Manager
M. Christensen

Administrative Officers
Australian Scholarships - N. Piper, BAppSc Sports St ***Canberra***

Student Support Services

Director
D.E. Coward, BA, DipEd ***Qld***, GradDip Rec Plan ***CCAE***

Careers and Employment Service

Responsibilities

- to assist students to make informed career choices, and to enhance their skills in seeking both part-time and full-time employment.

Enquiries: 1B18 (06) 201 2362

Director
K. Gemmell, BA ***N'cle, NSW***, BA SocSc ***C. Sturt***

Careers Office
B. Lacey, BA Admin ***Canberra***

Disabilities Office

Responsibilities

- to support the participation in University life of students with disabilities.

Equity Officer -- Disabilities
J.H. Galvin, BA *Macq*, MEd *Syd*, DipEd, Dip TD *Sydney TC*

Equity Office

Responsibilities

- to implement equal opportunity programs for students and staff.

Enquiries: 1D120 (06) 201 2148

Equity Officer
L.J. Haylings, BA, DipEd ***Macq***, GradDip Human Res Mgt ***Canberra***, Cert Integration St ***UNSW***

Equity Project Officer
D. Jackson

Health and Counselling Services

Responsibilities

- to provide year-round full-time health and counselling services for the students and staff of the University.

Enquiries: 1B124 (06) 201 2351

Co-ordinator
Dr C Shannon

Doctors
C. Shannon, MB.BS ***Qld***

R. Newbery, MB.BS ***UNSW***

K. Nogrady, MB.BS ***Syd***

D. Coote, MB.BS ***Qld***

J. Weekes, BMed ***N'cle NSW***

Personal Counsellor
P.A. Gray, Cert. Teaching ***Wagga TC***, BA (Psych), M Clin Psych ***ANU***, Dip Clin Hypnosis

Residential Student Counsellor
J. Smith, BA, Grad Dip App Psych ***Adel***

International Student Counsellor
M. Chua, BA ***ANU***, Grad Dip App Psych ***Flin***

Registered Nurses
L. Dalla Torre, RN, BAppSc NursSc ***Canberra***

O. Calvert, RN, DNE (NSW Coll Nursing), ***NSWCN*** BAppSc NursSc ***Canberra***

Physiotherapists
S. Rodda, BAppSc (Phty) ***Adel***

G. Allen, Dip (Phty) ***Qld***

Dentist
T. Doan, BDS ***Qld***

Dietitian
C. Salisbury, BA, BSc, Grad Dip Nut & Diet ***Syd***

Office Manager
J. Smith

Student Loans

Responsibilities

- to assess and process applications for loans to students for specific purposes.

Enquiries: 1B24, (06) 201 2135

Student Loans Officer
W. Morris

Study Skills Centre

Responsibilities

- to assist students in dealing with all aspects of study including learning skills and attitudinal issues.

Enquiries: 1B24 (06) 201 2361

Co-ordinator
I. Rae, BA ***ANU***, BA Mod Lang GradDip Comcn ***Canberra***, AFAIM, MACE, Dip Clin Hypnotherapy

University Union

Responsibilities

- to provide a range of services including food and beverages, entertainment, sports facilities, recreational courses, retail operations, clubs and societies, meeting and function facilities, theatre and gallery.

Enquiries: Level B, Building 1 (concourse) (06) 201 5055

General Manager
Catherine Andrews

Food and Beverage Manager
Phillip Storey

Office Manager
Jean Slater

Fitness and Recreation Centre Co-ordinator
Adam Asprey

Programs and Promotions Co-ordinator
Nicholas Dowse

Retail Manager
Vicki Miers

Operations Manager
Andrew McLean, BA Soc Sc ***CCAE***

University of Canberra, AUSTRALIA

1997 HANDBOOK

Faculty Staff

Faculty of Applied Science

Dean of Faculty and Professor of Health Sciences
Professor A.W. Cripps, BSc (Hons) NE, PhD Syd, FASM, FAIMS, AFCHSE

Deputy Dean
A.M. McMahon

Finance Officer
S. Ceeney

Student Information Officer
D. Trionfi

Science Resource Centre

Director: J. Dearn

Research Centres

Cooperative Research Centre for Freshwater Ecology

Water Research Centre

Director: P.W. Cullen

Applied Ecology Research Centre

Director: A. Georges

Cooperative Research Centre for Landscape Evolution & Mineral Exploration

Education Co-ordinator: G.M. Taylor

Centre for Australian Regolith Studies

Directors:

K.G. McQueen (University of Canberra)

R.A. Eggleton (Australian National University)

Research Centre for Human and Biomedical Science

Director: M. Carroll

Research Centre in Cultural Heritage Conservation Studies

Directors:

C. Pearson

K. Taylor (Faculty of Environmental Design)

Remote Sensing Reference Centre

Director: B.J. Button

School of Human and Biomedical Sciences

Head of School and Associate Professor in Sports Studies
A.D. Roberts, MEd, PhD WAust

Adjunct Professor in Sports Medicine
P.A. Fricker, OAM, MB.BS UNSW, FACSM, FASMF, FACSP

Adjunct Senior Lecturers in Sports Studies
K. Fallon, MB.BS (Hons), MSc (SPEX), Grad Dip Sp Sc UNSW, FRACGP, FACSP

W. McDonald, BSc, MB.BS UNSW, FACSP

Applied Psychology

Professor of Psychology
M. Carroll, BA, PhD Otago, MAPsS

Senior Lecturers
A.M. McMahon, BA (Hons) Tas, MA ANU, ALA, ALAA, MAPsS

A. Mak, MSocSc HK, PhD ANU, MAPsS, MBPsS, MHKPsS

Lecturers
R. Henderson, BA (Hons), PhD Massey

A. McGown, RN, RM, RPN, DipAppSc QIT, BA Qld, Dip Psych Tas, MA ANU, FCNA, MAPsS

D. Rickwood, BA (Hons), PhD ANU, MAPsS

J. Winkles, BSc, Lond, MEd Monash, PhD Stan

Biomedical Sciences

Senior Lecturers
K. Cashel, BSc Adel, MSc Lond Grad Dip Nutr & Diet Syd

S.H.H. Chaston, ASTC Chem Eng, BSc, PhD UNSW, DipEd Syd

A.D. DiMichiel, BSc, PhD UNSW, GradDip Elec CCAE

P.M. Greenham BSc (Hons), PhD ANU

P.L. Horn, DVM Michigan State, PhD Calif

Lecturers

J. Anson, BSc (Hons) Monash, PhD ANU, GradDip Ed CCAE, MAPsS

J. Beaver, BSc (Hons) Qld, GradDip Ed CCAE, PhD ANU

V. Deakin, BSc, Dip T N'cle NSW, Grad Dip Nutr & Diet Flin

D. Eager, MB.BS UNSW

B. Lidbury, BSc (Hons) N'cle NSW, PhD ANU

P.E. Moor, BSc ECarolina, MS Kentucky, MT (ASCP)SM, CLS(NCA)

E. Narkiewicz, MB.BS Warsaw, PhD ANU

Sports Studies

Senior Lecturer
J.B. Gross, Dip PE Otago, MSc Wat, PhD Iowa, MAPsS, NZTTC

Lecturers
P. Denham-Mason, BS, MS Oregon

A. Faccioni, BSc ANU, MAppSc Sports St Canberra

D.C. Klein, BSc West Chester, MEd Temple, PhD New Mexico

M.G. Phillips, BA Qld, DipEd Brisbane CAE, PhD Qld

M.G.L. Sayers, BAppSc Sports St CCAE, MAppSc Sports St Canberra

H. Reid, BA Sports St CCAE

School of Nursing

Head of School and Professor of Nursing
J.A. James, AM, RN, RM, DNE (NSW Coll Nursing), BHA UNSW, MEd CCAE, FCN (NSW), FCHSE, FINA (NSW, ACT)

Senior Lecturers
E. MacKinlay, RN, RM, Dip Nursing Ed (Coll Nursing Aust), BA Macq, BTh St Marks, MEd CCAE, FRCNA

C. O'Meara, RN, RM, Cert Perinatal Nursing, BAppSc Nurs Sc CCAE, MEd Canberra, FRCNA

M. Proctor, RN, BScN, MSc (Nursing) Tor, FRCNA

L. Reaby, OAM, RN, BSc Nursing Avila Coll, Cert Reg Nurse Anaesth Kansas, GradDip Ed, MEd CCAE, PhD Canberra

Lecturers
R. Bettiens, RN, RM, Dip Nursing Ed (Coll Nursing Aust), BA ANU, MEd Canberra

L. Grealish, RN, Dip Nursing (Al), GradDip Nurs St (Ed) Armidale CAE, Oncol. Cert, NSW, MNurs Canberra, MCN (NSW), FRCNA

R.Norman, RN, RM, BHealth Mgt NE, Cert Coronary Care Nursing

J. Taylor, RN, RM, BAppSc Nurs Sc CCAE, MNurs Canberra, FRCNA

L. Thomas, RPN, BSc (Hons) Macq, MSc (Hons) Melb, MRCN, MAPsS

C. Trevitt, RN, RM, BAppSc Nurs Sc CCAE, MNurs Canberra

S. Trick, RN, DipAppSc Nurs Sc CCAE, BA ANU, GradDip Community Couns, MNurs Canberra, FRCNA

School of Resource, Environmental and Heritage Sciences

Head of School and Professor of Environmental Science
R.E. Kearney, BSc (Hons) NE, PhD, DSc Qld

Professor of Resource Science
P. Cullen, MAgrSc, DipEd Melb, FTS

Associate Professor in Applied Ecology
A. Georges, BSc (Hons), PhD Qld

Associate Professor in Applied Geography
T.G. Birtles, BA, BEd Qld, MA Syd, Dip Crim Camb, GradDip Internat Law ANU

Associate Professor in Earth Observation Systems
B.J. Button, BA Syd, PhD Macq

Associate Professor in Earth Sciences
G.M. Taylor, MSc UNSW, PhD ANU

Associate Professor in Environmental Chemistry
W. Maher, BAppSc Melb, PhD S'ton

Associate Professor in Freshwater Ecology
R.H. Norris, Bsc (Hons) ANU, GradDip Ed CCAE, PhD Tas

Associate Professor in Geographic Information Systems and the Law
G.C. Cho, BA Malaya, MA Br Col, PhD, LLB ANU, Barrister-at-Law (NSW), Barrister and Solicitor (ACT and High Court of Australia)

Associate Professor in Biology
J. Dearn, BSc E Ang, PhD S'ton

Senior Lecturers
O. Cartledge, BSc ANU, PhD Qld

A.G. Davey, BAppSc CCAE, MEnvSt ANU

J.A. Harris, BSc Adel, MS Wash, PhD Qld

J. Hone, B RurSc NE, MSc Syd, PhD ANU

K.G. McQueen, BSc NE, PhD W Aust

M. Thoms, BSc, MSc Cant, PhD Lough

D.G. Williams, BSc Syd, PhD ANU

Lecturers
X.Y. Chen, BSc (Hons) Peking, PhD ANU

D. McEvoy, MSc Syd

W.S. Osborne, Dip T Melb TC, BAppSc CCAE, Grad Dip Sc, PhD ANU

A.M. Wilson, BSc (Agr) McG, MSc (Hons) WSyd (Hawk)

National Centre for Cultural Heritage Science Studies

Director and Professor of Cultural Heritage Conservation
C. Pearson, AO, MBE, BSc Tech (Hons), MSc Tech, PhD Manc, FTSE, FIIC, AAICCM

Senior Lecturers
B. Egloff, BSc (Hons) Wisconsin, MA N Carolina, PhD ANU

A. Galla, BA (Hons) Andhra, MA JNehruU, PhD ANU

B. Johnson, BSc, MAC Queens, AAICCM, FIIC

L. Young, DipEd Sydney TC, BA (Hons), MA Syd, MA Penn

Lecturer
B. Klempan, Dipl Restauratorin Stuttgart, AOCA (OCA, Toronto)

Faculty of Communication

Dean of Faculty
P. Putnis, BA (Hons) N'cle, NSW, PhD ANU

Executive Assistant
D.R. Gould, BA Sports St CCAE

Director Research and Graduate Studies Programs, and Associate Professor in Communication
C.G.W. Osborne, BCom Melb, MA Sus, PhD ANU

Thai Studies Project

H. James, BA (Oriental St) ANU, MA, PhD Pittsburgh

School of Communication, Media and Tourism

Head of School, Deputy Dean and Associate Professor in Communication
J.M. Penhallurick, BA ANU, MA, MPhil, PhD Col

Deputy Head of School and Senior Lecturer, and Program Director for Communication
E. Patz, BA Asian Studies, PhD ANU

Professor of History
W.F. Mandle, MA Oxf

Program Director for Tourism
to be appointed

Associate Professor in English and Commonwealth Studies
S.P. Nandan, BA, BEd Delhi, MA Linguistics, MA C'wealth Lit Leeds, PhD ANU

Senior Lecturers
M. Balnaves, BA Comcn CCAE, PhD RMIT

M J. Dunlevy, BA ANU

J. Jenkins, BA, BA (Hons), PhD NE

G. Lewis, BEc, PhD Qld

R. Singh, BA (Hons), MA S Aust

C. Slade, BA, PhD ANU, DipEd NE

Lecturers
G. Battye, BPsych W Aust, Dip Lib UNSW, GradDip Media CCAE

W. Bilboe, AssocDip Journalism RMIT, DipEd, MA W'gong

M. Bodley, BA Prof Wrtg CCAE, MPRIA, AFAIA

M. Booth, BSc Adel, GradDip Pub Comcn Canberra

B. Bunt, BA Comcn CCAE, MA Macq

A.R. Chanter, BEc ANU, BA Murdoch

A. Cleaver, BA Comcn Canberra, APRIA

J. Hodges, BSc (Hons) (Tech & Bus Stud), MSc (Tourism) Strathclyde

D. Jenkin, BA WAust, MA UNSW, GradDip Prof Comcn Canberra

J. Kitchener, BA Comm Technol, Syd

L. Mancuso, B Bus Admin, MBA Loyola, PhD Southern Mississipi

R. Schaap, BA Tas, AssocDip Prof Wrtg, GradDip Pub Comcn CCAE, MA Pub Comcn Canberra

M. Sergi, BA Curtin, BA AFTRS

J. Wells, BA, DipEd Auckland, MSc Sur

School of Information, Language and Culture Studies

Head of School, Deputy Dean and Associate Professor in Library and Information Studies
B.Y. Alderman, BA Georgia, MLn Emory, DLS Col, AALIA

Deputy Head of School, and Lecturer
R. Miller, BA Prof Wrtg CCAE, MCA W'gong

Associate Professor in Modern Languages
M. Sawer, OAM, BA, PhD ANU

Program Director for Library and Information Studies, and Lecturer
P.A. Milne, TC (STC), BA (Lib & Inf. St), Riverina-Murray Inst. Higher Ed, GradDip Arts, MA Canberra, AALIA

Program Director for Office Management and Senior Lecturer
A.C. Applebee, BEd, DipT SACAE, MEd Canberra

Senior Lecturers
R.A. Byrne, BA UNSW, GradDip Sec St CCAE, TDipPS, GradDip Social Communication Hawkesbury AC, MA Admin Canberra

P.R. Clayton, BA Syd, Dip Lib UNSW, GradDipA (Inf Studies) CCAE, MA Canberra, PhD UNSW, AALIA, AFAIM, MACE

G.M. Ferguson, BA Witw, DipEd J'Burg Coll Ed, Hons BA S Africa, Dip Multicultural Ed Armidale CAE, MEd Canberra

O.A. Florez, Lic en Fil y Let Javeriana Bogota, DipEd Melb, MA Iberoamericana

J.P. O'Gorman, MA Oxf, BPhil York, UK, Cert Ed Birm

Lecturers
H.J. Ayres, BA Sec St CCAE, GradDipA Canberra

M. Bettle, BA (Hons), Cert Ed Camb

N. Bramley, BA Asian Studies (Hons) ANU, MA Osaka

B.E. Eccleston, BA Sec St CCAE, FIPSA, ARMA

N. Hanamura, BA Rikkyo, GradDip App Japanese Linguistics, MA Monash

N.A. Hassanoff, MA ANU

M. Kitasaka, BEd Shiga, MA (Asian St) ANU, MBus Admin Canberra

K. MacPherson, BEd Syd, GradDip Sec St CCAE

D. Margules, BA (Humanities) Deakin, Dip Teach Adult Ed, GradDip Computer Based Learning Technol, Syd

P. Marillanca, BEd Canberra, DipT, GradDip Spec Ed Chile

J.A. Millea, BA Prof Wrtg Canberra

L. Napier, DipEd Jiangsu Coll Ed, BA Griffith, MLitt NE

H. Ni, BA Languages Institute Beijing, BA (Hons), M Litt ANU

C. Pascoe, BA UNSW, GradDip Sec St CCAE, GradDip Adult Ed, GradDipA, MA Canberra

L. Sletten, BS Willamette, MA Denver, ICRM, ACA, ARMA, SAA

T. Tsuda, BA Keio, MA Tokyo Foreign St

H. Viney, BA, Dip Ed Tamagawa

L. Warne, BA Prof Wrtg, GradDip Lib CCAE, GradDip Inf Sys Canberra, MACS

Faculty of Education

Dean of Faculty and Professor of Education
K.J. Kennedy, BA, DipEd, MEd UNSW, LittM NE, MA, PhD Stanford, FACE

Executive Officer
K. Bazeos, BEc Syd, BA Acc CCAE

School of Professional and Community Education

Head of School and Professor of Special Education
A.J. Shaddock, BA (Hons), MEd (Hons) UNSW, PhD N Carolina (Chapel Hill) MAPsS

Associate Professor in Construction Management and Economics
R.T. Barton, MSc Aston, DipEd Syd, FIUMA MCIOB, MAIB

Senior Lecturers
B.E. Chambers, BA, DipEd (Sec), BEd (Merit), MEd (Hons) NE

C.H. Ducker, BSc UNSW, Grad Dip Ed, MEd CCAE, PhD W'gong

M.F. Gaffney, BSc, BEd, MEd Melb, PhD Alta

C.A. Higgisson, BCom UNSW, MSc ANU

S.E. Plummer, BA, MA, PhD Kansas, MAPsS

A. Spinks, BA W'gong, GradDip Ed KCAE, MA Macq

Lecturers
A. Ackermann, MEd CCAE, MACE

R.J. Boland, BSc, BA ANU, MEd CCAE

C.A. Kayrooz, DipT Alexander Mackie CAE, BA ANU, AssocDip Painting CITA, MEd School Couns Canberra, MAPsS

J. Olsen, BA Wash, BSc ANU, MEd CCAE, M Resource Sc NE, MAPsS

B. Pamphilon, RN, BAppSc Health Ed CCAE

F. Sofo, BEd Melb, BA, DipEd, B SpecEd, MEd, PhD Monash

Field Placement Co-ordinator for Health Studies
B. Chevalier, BA (Hons) Lond, MSc (Clin Psych) Sur

Professional Experience Liaison Officer for Special Education and Counselling
S. Osborne, BA Syd, GradDip Ed, GradDip Special Ed CCAE, MEd Canberra

UnitroniCs

Director: A. Spinks

J. Osborn

J. Stewart

School of Teacher Education

Head of School and Associate Professor in Mathematics Education
C. Annice, BEd WAIT, MA, EdD W Virginia, MACE

Associate Professor in Language Education
A.J. Campbell, BA, LittB, MA NE, PhD ANU

Associate Professor in Education
T.A. Hardy, BSc Syd, DipEd NE, MA, PhD Tor

Associate Professor in Teaching Studies
J.T. Mitchell, BA UNSW, MA (Hons) Macq, PhD James Cook

Associate Professor in Science and Environmental Education
J.R. Nicholas, BSc, BEd Melb, PhD Calif (Berkeley)

Senior Lecturers
W.J. Atkins, BA Syd, MA Macq, FTICA

G.A. Burkhardt, BA, LittB, Dip Ed, MA, PhD NE, FACEA

M. Fleer, BEd E.Cowan, MEd NE, PhD Qld, MA (STS) Deakin, MACE

W. Hawkins, DipT Avondale Coll, BEd, GradDip Curric Ed Tech, MEd WAIT

J. M. Livermore, BEd CCAE, MEd Canberra, LMus A, DSCM, FTCL

J.S. McDonald, BA (Hons), DipEd, BEd Monash, MA ANU

N.R. Vanzetti, BA, BEd W Aust, PhD Nott

Lecturers
K.B. Graham, Dip PE Syd, BSc Oregon, MPE Idaho

L. A. Morris, DipT, GradDip Ed (Relig) Signadou Coll, BEd Canberra

J. McMahon, BA RMIT, DipEd MelbCAE, MEd Melb

K. Whitehead, MEd Flinders, PhD Adel

Field Placement Co-ordinator for Education Studies
J. Smith, BA UNSW, DipEd Syd

Schools and Community Centre

Director of Centre and Senior Lecturer
B. Gray, BEc, GradDip Psych Qld, GradDip Ed Armidale CAE

Tutors
W. Cowey, TC Wattle Park TC, BEd Canberra

M. Graetz, BA Syd, Dip Lib UNSW, DipEd Armidale CAE

C. Martin, DipT Bendigo TC, GradDip Special Ed Melb CAE

Reading Recovery Program
V. Boot, TC Auckland Coll Ed, BEd CCAE

School of Teaching English to Speakers of Other Languages (TESOL) and International Education

Head of School TESOL
to be appointed

Senior Lecturers
U. Nixon, BA Manc, DipEd Durham, Dip Teach English O'seas Manc, MA (App Ling) Essex, PhD NE

A. Oner, BA (Hons) Exe, G Cert Ed Leic, DipMigrantT, GradDip Ed St Armidale CAE, MEd CCAE

Lecturers
J. Jones, BA Adel, Cert TESL, PhD Alta, MA Macq

B.D. Macnamara, BA Syd, Dip Ed Syd Teach Coll, GradDip Ed Stud (Multicultural St) Armidale CAE, MEd (Multicultural St) NE

S. Wharton, BEd Canberra, Assoc Dip Interp & Trsltg CCAE, MEd (TESOL) S Aust

Y. Rensch Zhang, BA Beijing, MA Cornell, MA (ESL), Cert Chinese-English Translation Hawaii

Associate Lecturers
J. Bell, BA, Dip T Auck, Cert TEFL American Coll, Paris

B. Galloway, BA, DipEd N'cle NSW

E. Langman BA (Hons), Natal, Univ Ed Dip (Special) Natal, MA ANU

M. Martina, BA, DipEd Syd

J. Peak, BA ANU, GradDip Ed CCAE

Academic Support Program

Convener
K. Wilson, MA (Hons) Edinburgh, GradDip Ed CCAE

Tutors
J. Nandan, BA Lucknow, PG Cert Teach USP, MA UNSW

T. Bowers, BA Adel

Curriculum Resources Centre

Director: A. Love, BA Adel, AALIA

Faculty of Environmental Design

Dean of Faculty and Professor of Industrial Design
E. Bonollo, BE (Hons), MEngSc, PhD Melb, ARMIT, TTTC, CPEng, MIEAust, CEng, AOQ, AADM (from 2/1/97)

Executive Officer
J.L. Coggins, BA Prof Wrtg CCAE

Architecture

Course Convener and Senior Lecturer
D.J. Dunbar, BArch Melb, MArch Harv, BA ANU, FRAIA

Senior Lecturers
J. Birkeland, BA Bennington Coll, MArch, JD Calif, PhD Tas

J-P. Favre, BArch N'cle, NSW

Lecturers
N. Bellantonio, BArch CCAE, Assoc Dip Theatre Prac Goulburn CAE, ARAIA

G. Singh, BArch Centre Environmental Pl. & Tech, India

Construction Management and Economics

Lecturers
C.F. Acheampong, BSc(Design), PG DipArch Kumasi, MBdgSc Syd, AGIA, ARAIA

I.W. Hooley, ARMIT, BE(Civil) RMIT, MIE (Aust), CPEng

W.J. McGregor, Grad Dip Land Economy, MComm WSyd

Landscape Architecture

Course Convener and Lecturer
E. J. Herbert, BAppSc Nat Res CCAE, MLArch Michigan, AAILA, AIFA

Professor of Landscape Architecture
K. Taylor, BA Sheff, DipTP Manc, MLArch Melb, FAILA

Associate Professor
K.I. Wellman, BSc (For) ANU, GradDip Rec Plan CCAE, MLArch Guelph, AAILA

Lecturer
D.F. Firth, BSc UNSW, BLArch CCAE, AAILA

Industrial Design

Course Converer and Lecturer
S.D. Trathen, BAppSc Ind Des CCAE

Associate Professor in Design
W.S. Green, NDD N'cle, UK, FRSA, MESA MDIA (on leave)

Senior Lecturer
D.J. Carson, ASTC, Dip Indust Design Nat Art School, Randwick Tech Coll, MID IED, Milan

Lecturers
E. Pianca, BAppSc Env Des CCAE, Mech Eng Cert CIT

G. Waterhouse, BSc (For) ANU, BInd Des (Hons) Canberra

Graphic Design

Course Convener and Lecturer
D.W. Whitbread, Dip Art, BA Graphic Design Swinburne

Senior Lecturer
M-J. Taylor, Dip Art Graphic Design, BA Visual Comm Sydney Coll Arts

Lecturers
J. Bradley, BA Visual Arts Canberra School of Art, Grad Dip Visual Arts City Art Inst Sydney

R.J. Miller, BA Visual Arts City Art Inst Sydney

Cultural Heritage Research Centre

Directors
Professor K. Taylor

Professor C. Pearson (Faculty of Applied Science)

Centre for Environmental Philosophy Planning and Design

Co-Directors
Dr J. Birkeland

Associate Professor K.I. Wellman

Faculty of Information Sciences and Engineering

Dean of Faculty and Associate Professor in Statistics
G.H. Pollard, BSc Syd, MSc, PhD ANU, AMusA, FSS

Deputy Dean of Faculty
J.P. Rayner

Director of Technical Services
T.J. Lawrence

Executive Officer
A.K. Linacre, BEc ANU

Executive Assistant
J.E. Carthy

Hardware Services Manager
L.A. Spencer, ARMIT, GradDip Comp St CCAE

Software Services Manager
R.P. Johnson, BAppSc Elec CCAE

Student Resource Centre

Directors:

J. Baskett

M. Hewett

School of Computing

Head of School and Professor in Computing
M. Wagner, Dipl-Phys Munich, PhD ANU, FIEAust, MIEEE, MASSTA, MESCA

Associate Professor in Artificial Intelligence
T. Van Le, Lic es Sc Saigon, Dip Comp Melb, MSc W Aust, PhD Murdoch, MACS

Associate Professor in Computer Science and Engineering
B.J. Stone, BSc, PhD Adel, FIEAust

Associate Professors in Computing
M.Y. Bearman, BSc Mich, PhD Kansas (on leave)

P.J. Morgan, MSc Melb, PhD Ohio State

Associate Professor in Information Systems
E.P. Martin, BA Qld, MA UNSW, PhD ANU, MACS, MIEEE

Senior Lecturers
C.A. Baker-Finch, BSc, Dip Ed, PhD Tas

G.P. Bowen, BE Adel, ME UNSW (on secondment)

D.I. Clark, BSc, Dip Ed, Dip Auto Computing Qld, GradDip Op Res CCAE, MMath Wat, PhD ANU, MACS

P.A. Collings, BA Melb, GradDipEd, MEd CCAE, MACS

K.A. Fielden, BSc Cant, MSc UNSW, Grad Dip Social Ecology, PhD W Syd (on leave)

A. Higgins, BSc Cardiff, BA Tech & Further Ed CCAE, C Eng, MIEAust, MIMechE, MII Eng

D. Kleeman, BSc ANU, GradDip Op Res CCAE, AIAA

T.J. Lawrence, BSc, MSc Auck, PhD ANU

T. Lund, MA Oxf, PhD Monash, FAIP, FIREE, FIEAust, MIEEE

J. Newmarch, BSc Brist, PhD UNSW

Lecturers
J.L. Baskett, BSc N'cle, NSW, MEd Canberra

C. Chlap, Dipl.Ing Karlsruhe, VDE

K.J. George, MSc New Mexico

R.L. Jentzsch, BSc Weber State, MSc Colorado State, PhD, UNSW, MACM, MACS, MIEEE

K.-T. Le, BE Vietnam Nat Inst Tech, ME N'cle NSW, PhD Syd

M. Paull, MACS

C. Pfohl, Dipl.Ing Timisoara, MACS

A. Richards-Smith, NM, BA CompSt CCAE, GradDip (Technol Mgt) Deakin, MACS

School of Electronics, Engineering and Applied Physics

Head of School and Associate Professor in Electronics Engineering and Applied Physics
J.P. Rayner, MSc, PhD ANU, SMIEAust

Professor of Electronics Engineering and Applied Physics

P.J. Edwards, BSc, PhD Tas, FAIP, FRAS, FASA, FIREE (Aust), FIEAust, FNZEI, SMIREE

Adjunct Professor in Communications Engineering
H.B. O'Keeffe, AO, BE (Elec) Qld, FIEAust

Associate Professor in Electronics Engineering and Applied Physics
A.D. Cheetham, BSc, PhD Flin, FAIP, MIEAust

Associate Professor in Physics
R.L. Jory, BSc Adel, PhD ANU

Senior Lecturers
L. Barbopoulos, MSc Sir G Wms, PhD ANU

W.N. Cheung, BSc Eng, MSc Lond, PhD HK, FIEE, MIEAust, SMIEEE

G.N. French, BE, PhD UNSW, SMIREE Aust

Electronic Services Manager
P. Milczarek, Assoc Dip Elec (Eng) CIT

School of Mathematics and Statistics

Head of School and Senior Lecturer in Mathematics
P.J. Brown, BSc Syd, PhD UNSW

Professor
to be appointed

Senior Lecturers
M.S. Brooks, BSc Exe, PhD ANU

R.J. Curnow, BSc Syd, Dip Space Science Lond, FBIS, MACS, MASOR (on leave)

N.D. Porter, BSc Melb, MSc ANU

Lecturers
D. Flannery, BSc ANU, MSc Syd, PhD ANU

M.O. Hewett, BSc, Dip Met Melb

M. Holmes, BA Brist, MEc ANU, (on leave)

I. Lisle, BSc Griffith, MSc St Qld, PhD Br Col

I. McDermid, BSc, BA, GDipDemog ANU

A.M. Richardson, BA Well, MStats, PhD ANU

P.J. Vassiliou, BSc, PhD Syd

University Statistical Consultant
to be appointed

The Australian Network for Research and Technology Policy (NEXUS)

Director and Visiting Professor of Science Policy
Professor W.J. McG. Tegart, AM, FTS, FIEAust, PEng, FAIE, AMTC, MSc Melb, PhD Sheff

Advanced Telecommunications Research Laboratory

Director: Professor P.J. Edwards

Human-Computer Communication Laboratory

Director: Professor M Wagner

Information Technology Research Centre

Director: Professor M Wagner

Survey Technology Laboratory

Director: Associate Professor P.J. Morgan

Plasma Instrumentation Laboratory

Director: Associate Professor A.D. Cheetham

Faculty of Management

Dean of Faculty and Associate Professor in Economics
J.C. McMaster, MCom(Econ) UNSW

Executive Officer
A.H. Wheeley, BA, DipEd Br Col, GradDipAdmin, MPubAdmin Canberra, MACE, MIPAA, MAITEA

Student Administrative Officer
S.M. Dunkeld

Administrative Officer/International Student Adviser
K.J. Singh, BA Delhi, MBA MIM

M.H. Paterson, BSc, Dip NAAE W Aust, FGAA

School of Accounting, Banking and Finance

Head of School and Professor of Accounting
B. Andrew, BCom N'cle NSW, BLegS Macq, MCom (Hons) UNSW, CPA

Senior Lecturers
M. O'Brien, BA, HDipEd NUI, BA Acc CCAE, MComm NUI, ASA, MIIE

G.C. Rogers, BEc Monash, TSTC Rusden SCV, MSc Monash, AIB

C. Spence, BCom Well, MCom UNSW, FCPA

M. Wade, BA Acc CCAE, MEc NE, CPA

Lecturers

P. Clark, BBA Washburn, Dip Ed Wichita, MAcc NE, CPA

J. Ellis, MEd HK, MBA Oklahoma City, AS, CPA Aus, FHKSA, ACISA

P.J. Graham, BCom (Acctg) (Hons) W Syd, CPA

S. Hoy, BBus S.Qld, MAdmin Griffith, CPA

R. Jackson, BFin Admin NE, ACA

F. Miley, BCom, LLB UNSW, MEc NE, CPA, AAIBF (Snr), MIIA (Aust)

J. Paterson, BSc W Aust, GradDip Prof Acc CCAE, CPA

A. Read, BA Acc CCAE, CPA

Associate Lecturers
H.W. Fan, BSc Qinghua, Grad Dip Acctg Griffith, ASA

M. Hughes, BCom Acc Canberra

M. Wilson, BEc (Acctg) ANU

School of Administrative Studies

Head of School and Associate Professor in Administration
M. Turner, BPhil Liv, BA, PhD Hull

Professor of Public Administration
J.A. Halligan, MA Otago, PhD Well

Associate Professor in Politics
M. Sawer, AO, MA, PhD ANU, FASSA

Associate Professor in Sociology
H.G. Oxley, MA Cape T, PhD Syd

Senior Lecturers
F. Hicks, BA, Dip Ed Melb, MA ANU

A. Jarman, BA Windsor, MA Sus, PhD Qld

M. Jones, BEc Qld, PhD ANU

P. Kringas, BA UNSW, MA Car, PhD ANU

J. Martin, BAppSc, GradDipAdmin CCAE, MA, PhD ANU

J.M. O'Brien, BA, DipEd Syd, MA N'cle NSW, PhD W'gong

G. Singleton, BA, PhD ANU

J. Stewart, BA Macq, BA, PhD ANU

Lecturers
C. Aulich, BA, DipEd Tas, BSc (Econ) Lond, MPubAdmin Canberra

H. Coventry, BA ANU, MPubAdmin CCAE, BA Adult Ed Canberra

A. Junor, BA, Dip Ed Syd, BEc NE

I. McAuley, BE, Grad Dip Bus Mgmt Adel, MPA Harv

School of Economics and Marketing

Head of School and Senior Lecturer
J. Hanratty, BEc Syd, MSc (Econ) Lond

Senior Lecturer
D. Gupta, BA, MSc (Econ), PhD (Econ) Lond

Lecturers
C. Applegate, BEc, PhD ANU

G. Barrett, BAgrEc NE, MAgrEc ANU

P. Bouvain, Dipl.Ing Wirtschafts, Dipl.Ing Bekleidung F'schule Niederrhein, BA Adult Ed CCAE

O. Chin, BEc ANU, MHP UNSW

T. Crosbie, BA Comcn CCAE, GradDip Mktg C Sturt

A. Daly, MA Melb, PhD ANU

K. Flowers, BA (Econ) N'cle NSW

P. Higgins, BA, MA (Econ) Penn

L. Richards, BCom Mgt Sc, GradDip App Ec Canberra

G. O'Sullivan, BSc (Econ) Wales, PGC (Ed) Wales

M. Perumal, BEc Malaya, GradDip Social Planning, MSc (Econ) Lond, PhD Griffith

H. Prior, BEc Adel, MEc ANU

N. Stoeckl, BEc ANU, MEc James Cook

M.D. Woods, BA Cant, MSc (Soc Sci) S'Ton

M. Wellbourn, MSc Adel, MBA Deakin

M. Wallace, BA (Hons) Syd, MBusAdmin Canberra

Associate Lecturer
S.L. Jones, BA Admin Canberra, MIIA, JP

School of Law

Head of School and Professor of Law
E. Clark, BA (Hons) St Mary's, MEd (Hons) Wichita, JD (Hons) Washburn, PhD Tas

Professor of Law
R. Tomasic, LLB, MA Syd, PhD UNSW, SJD Wisconsin, Solicitor (NSW)

Honorary Professor of Taxation Law
B. Andrew, BCom N'cle NSW, MCom UNSW, BLegS Macq

Honorary Adjunct Professors of Law
R. Miller, LLB (Hons) ANU, Solicitor (ACT and NSW)

D. Rose, AO, QC, LLB (Hons) Tas, BA (Hons) Oxf, Practitioner (ACT)

Senior Lecturers
A. Deklin, LLB PNG, LLM York (Can), PhD ANU, Barrister and Solicitor (PNG)

M. Dirkis, BEc ANU, LLB, LLM (Comm) Adel, G Dip Legal Practice SAIT, Barrister and Solicitor (ACT and SA), Solicitor (High Court of Australia)

D. Fleming, BA, LLB Monash, LLM Melb, Barrister and Solicitor (ACT and Vic), Solicitor (NSW), Barrister-at-Law (ACT)

B. Kamarul, LLB Melb, MA, LLM (Int Law) ANU

B.D. Pentony, LLB ANU, Barrister-at-Law (NSW)

K. Whitford, LLB, LLM (Comm), DipEd Adel, Barrister and Solicitor (ACT, SA and High Court of Australia)

Lecturers
N. Andrews, BA, LLB Syd, Barrister and Solicitor (ACT), Legal Practitioner (NT), and Solicitor (NSW)

M. Burton, LLB (Hons) Tas, Barrister and Solicitor (Supreme Court of Victoria)

J. Gilchrist, BA, LLB, LLM Monash, Barrister and Solicitor (ACT) and High Court of Australia, Solicitor (NSW)

J. Lennard, BA, LLB ANU, Barrister-at-Law (NSW) and (ACT)

M. O'Brien, BComm Melb, LLB ANU, Barrister and Solicitor (ACT), Barrister-at- Law (NSW)

M. O'Brien, BA Soc Sc CCAE, LLB ANU, Barrister and Solicitor (Vic, ACT) and High Court of Australia

A. Robertson, LLB, LLM (Hons), QUT Solicitor (Qld, England and Wales and High Court of Australia)

P. Singh, BA Lucknow, LLB Agra, LLM Delhi, LLM Harv

G. Nicoll, BA, LLB ANU, Solicitor (NSW), Barrister and Solicitor (ACT), Barrister-at-Law (NSW)

Australian Centre for Regional and Local Government Studies

Director and Professor of Local Government and Applied Policy
R. Gerritsen, BA (Hons) W Aust, MA Ghana, PhD ANU

Associate Director
D. Hughes, BEc, Grad Dip Ec Hist ANU, GradDip Ed CCAE

Research Fellows
D. Osborn, Dip Ag Moulton, BEc Qld, MSc Env Studies Griffith

L. Cutts, BA Qld, NSW Town Clerks Cert

Manager, Program and Studies
M. Whyard, BA (Hons), BEd Queen's, GradDip Human Res Mgt Canberra

Office Manager
C. Leeton

Administrative Assistant
S. Jolley

National Centre for Corporate Law and Policy Research

Director: Professor R. Tomasic

Deputy Directors:
Professor B Andrew

B. Pentony

D. Gupta

Administrative Officer
M. Jones

Research Officers
A. Francis

K. Reid

Public Sector Management Research Centre

Director: Professor J. Halligan

Research Officers
F. Collyer, BA (Hons) ANU, PhD Flin

M. Kimber, BA (Hons) (Humanities) Griffith

R. Miller, BA Syd, BEc ANU

Administrative Officer
P. Onton

Professional Management Programs

Program Director:

vacant

Program Manager
S. Corrie (acting)

Program Coordinator
J. Towie

Training Coordinator
P. Moore

National Centre for Social and Economic Modelling (NATSEM)

Director and Professor of Applied Economics and Social Policy
A.M. Harding, BEc Syd, PhD LSE, FASSA

Business Manager
P. Frame, BCom ANU (acting)

Senior Research Fellows
S.A. King, BA ANU, MPhil Glas

S. Lambert, BA Cant, GradDip Comp St Canberra

R. Percival, BA ANU

Research Fellows
H. Baekgaard, Cand Scient Oecon Aarhus

J. Landt, BA Syd

J. Polette, BSc W Aust

A. Walker, MEc ANU, MEng, UNSW

Senior Research Officer
G. Beer, BEc ANU

Research Assistants
M. Robinson, BEc (Hons) ANU

S. Fischer, BEc, MRegSC, Uqld

A. Lilley

K. Ghassemi, BA, BEc (Hons) ANU

Personal Assistant to Director
K. Nordsvan (acting)

Network Manager
T. Van Ash

Administrative Officer
M. Advani

University of Canberra, AUSTRALIA

1997 HANDBOOK

Research Centres

Applied Ecology Research Centre

The Applied Ecology Research Centre aims to contribute to improved management of the flora, fauna and natural heritage of Australia.

The Centre has the following goals

- to conduct research which contributes to the understanding and improved management of Australian plant and animal species and communities, with particular reference to the impact of human activity;
- to provide professional undergraduate, postgraduate and continuing education in biological resource science and management, especially management of vegetation, wildlife, parks and impacts of recreation;
- to provide consultancy services to both government and non-government agencies involved in biological resource management and visitor use management at all levels; and
- to promote the dissemination of information on environmental management issues among the general community and to encourage informed debate on these issues.

The major current areas of research are

- ecology and control of introduced pest species and invasive native species;
- ecology and conservation strategies for native Australian species;
- habitat survey and management;
- natural heritage, parks and recreation management;
- environmental Chemistry.

Director: Associate Professor Arthur Georges (06) 201 5786

Centre for Australian Regolith Studies

The Centre for Australian Regolith Studies is a joint venture between the University of Canberra and the Australian National University which undertakes graduate teaching and research aimed at contributing to an improved understanding of the Australian landscape and regolith. Research in the Centre is investigating the factors and processes important in regolith and soil formation and application of this knowledge to improved resource management and development.

The goals of the Centre are

- to extend basic research into regolith related topics;
- to develop and execute research programs of relevance to industry and the community;
- to provide postgraduate, undergraduate and continuing professional education that will equip students to work effectively with regolithic materials;
- to promote awareness within the community and amongst professionals of the value of understanding the regolith through publication, professional short courses, exchange programs and other means as appropriate.

Research in the Centre is currently focused in the following areas

- regolith geochemistry of resistate minerals;
- the petrology of weathering;
- landscape evolution in Australia;
- regolith signatures of ore deposits;
- regolith resources;
- quaternary geology and pedology.

The Centre for Australian Regolith Studies is a partner in the Cooperative Research Centre for Landscape Evolution and Mineral Exploration.

Director: Dr Ken McQueen (06) 201 2520

Cooperative Research Centre for Freshwater Ecology

Pressure on Australian rivers and streams has never been greater. To solve the major ecological problems facing our water managers, knowledge of the characteristics of Australia's unique freshwater systems is essential.

The Cooperative Research Centre for Freshwater Ecology is a joint venture which brings together research, government and water industry agencies to improve our knowledge and management of the Australia's waterways, wetlands and lakes.

Its partners include the University of Canberra, Monash University, Murray-Darling Freshwater Research Centre, Albury-Wodonga Development Corporation, Murray-Darling Basin Commission, CSIRO, the ACT Government, NSW Fisheries, Melbourne Water, ACT Electricity and Water, La Trobe University and the Sydney Water Board.

Its main aims include

- to improve our knowledge of freshwater ecosystems to allow the sustainable management of freshwater systems in Australia;
- to develop improved planning and management tools which address the identified needs of water resource managers;
- to ensure this knowledge is transferred to the water and resource managers so that they can manage a sustainable way;
- to contribute an ecological perspective to the development of water policy in Australia, and
- to provide opportunities for education in freshwater ecology at post-doctoral, postgraduate, undergraduate, professional and community levels.

There are six main research areas including flowing waters, standing waters and eutrophication, floodplains and wetlands, water quality and ecological assessment, urban water management and fish ecology. Education and technology transfer are other programs.

Professor Peter Cullen, of the University of Canberra, is the Director of the CRCFE. This dispersed organisation is located at sites in Canberra, Albury, Sydney, Melbourne, Mildura and Narrandera and has an annual budget of about $10 million. About 50 research scientists, 50 support staff and 50 graduate students are affiliated with the CRCFE. In addition to supporting visits from overseas scientists, the CRCFE also provides summer employment and scholarships to promising undergraduate students.

At the University of Canberra, the CRCFE offers a highly regarded undergraduate program in water science in the School of Resource, Environmental and Heritage Science within the Faculty of Applied Science. It also offers honours, masters and doctoral programs. Some scholarships are available within the CRCFE to support students with project work.

Director: Professor Peter Cullen (06) 201 5168

Education Program Leader: Associate Professor Richard Norris (06) 201 2543

Cooperative Research Centre for Landscape Evolution and Mineral Exploration

The Cooperative Research Centre for Landscape Evolution and Mineral Exploration is an unincorporated venture between the Centre for Australian Regolith Studies (University of Canberra and The Australian National University), CSIRO Division of Exploration and Mining, the Australian Geological Survey Organisation, and the Australian Government's Cooperative Research Centre Program.

The Director, Dr Raymond E Smith of CSIRO, is based in Perth, WA. The Centre has about 55 scientists as well as support staff, and postgraduate students at the University of Canberra, the Australian National University, University of Western Australia and Curtin University of Technology. The CRC will support visiting scientists from Australia and overseas, and is developing a strong postgraduate and professional education and extension program.

The Centre brings together a major group of Australian researchers in the fields of landscape evolution, regolith studies and mineral exploration to translate these sciences into improved strategies for discovering world-class ore deposits and to train earth scientists to work with regolith materials. The Centre, through this major group of Australian earth scientists, aims to

- develop an enhanced understanding of the three-dimensional evolution of the Australian landscape in terms of its geomorphological, regolith geology, weathering, diagenesis and geochemistry, and
- to translate this understanding into vastly improved methods for finding world- class mineral deposits, and into the training of earth scientists.

This will be achieved through four major programs

- landscapes and regolith on the Australian Shield: which includes the major cratonic areas of the Australian continent and which host most of the known major ore deposits of the nation;
- landscapes and regolith on the Tasman Fold Belt: which will develop regionally specific exploration procedures that take into account the influences of past and present regolith processes;
- Basins and landscape evolution: which will focus projects in the areas of sedimentary cover and seek to establish a relationship between the regolith geology of the surrounding areas and the basin geology. Additionally, regolith character of the basin areas will be used to detect the presence of major ore deposits in or beneath the basins, and
- Australian regolith/landscape evolution - synthesis: which will overview the science of other programs and distil from it basic principles and areas like weathering studies, regolith dating, nomenclature and landscape evolution models.

The CRC has a large financial and in-kind contribution from industry and will develop these links through undertaking strategic projects, educating and training industry personnel and through its applications work.

University of Canberra contact: Associate Professor Graham Taylor, Education and Training Coordinator: (06) 201 2031, taylor@science.canberra.edu.au

Cultural Heritage Research Centre

The Cultural Heritage Research Centre consists of a multi-disciplinary group of staff from the Faculties of Environmental Design and Applied Science.

The Centre provides a focus for research into the preservation of heritage places, buildings, museums and objects in Australia and overseas, utilising the individual and combined talents of Centre staff. Consultancies are also undertaken in these areas for Australian and international clients.

The Centre has four main areas of endeavour

- theoretical, historical and technical research into the development of historic values, aesthetic values, and social values in conservation studies; research into the associative value and interpretative value in understanding community interest in historic places and attachment to the past; the establishment of cultural importance through historical research; and the role of archaeological investigation;
- research into methodologies and techniques used in professional conservation practice of places and objects;
- research into curriculum development through courses and workshops; and
- research consultancy where the existing body of knowledge is re-ordered or expanded in the application to professional issues and case studies and where methodologies used in practice are extended and improved.

Directors: Professor Ken Taylor (06) 201 5148

Professor Colin Pearson (06) 201 2368

National Centre for Corporate Law and Policy Research

The National Centre for Corporate Law and Policy Research has a national and Asian Pacific regional focus, and conducts corporate research and contributes to national policy debate regarding the administration and content of corporate law.

The Centre has the following goals

- to provide a national focus for policy related research into corporate law and policy in Australia and the Asia-Pacific region;
- to have an interdisciplinary orientation and seek research funding from external sources to support research into corporate law and policy;
- to foster group research projects bringing together staff from a variety of disciplinary backgrounds;
- to contribute to corporate law policy making processes at the highest levels in Australia at both Commonwealth and State levels and in the private sector;
- to contribute to the development of research based degrees within the Faculty of Management and to make contributions to the development of teaching materials for both undergraduate and postgraduate students, and
- to emphasise, through the practical orientation of its research, the commitment of the University to professional education in disciplines relevent to corporate law and policy.

Director: Professor Roman Tomasic (06) 201 5768/5783

Deputy Directors: Professor Brian Andrew, Mr Brendan Pentony and Dr Desh Gupta

National Centre for Social and Economic Modelling (NATSEM)

The National Centre for Social and Economic Modelling was established within the Faculty of Management in January 1993. The Centre receives core funding from the federal Department of Health and Family Services for five years, under a contractual agreement between the University and the Department.

NATSEM aims to enhance social and economic policy debates and analysis by developing high quality models, applying them in relevant research and supplying consultancy services. NATSEM's models are used by a wide range of organisations, including Federal Government Departments and the Parliamentary Library. NATSEM's research attracts widespread public and media interest, and spans a wide range of social and economic policy issues.

The purposes of the Centre are

- to develop static, dynamic cohort and dynamic microsimulation models and microsimulation techniques with the aim of becoming a national and international centre of knowledge and excellence in the field of microsimulation modelling;
- to undertake and publish research to the highest academic standards, based upon such models and techniques, across the spectrum of social and economic policy;
- to facilitate access to the models and techniques, by government departments, academic and other organisations in accordance with the Centre's charging policy;
- to conduct short intensive courses, training courses, seminars and conferences about the development and use of microsimulation models and techniques, and
- to co-operate with international, federal, state and local government and non- government organisations working in the fields of economics, social policy and health and community services, to enhance and promote the research and applications of the models and techniques.

The Centre has an active research and publication program, which is currently focused on the following areas:

- analysis of the impact of Government housing, child care, health, social security and tax policy;
- effective marginal tax rates;
- linking macroeconomic and microsimulation models;
- measurement of poverty, inequality and income distribution;
- assessment of the distributional impact of government programs and possible policy changes;
- improvement in microsimulation modelling techniques and microdata analysis, and
- development of the static (STINMOD) and dynamic microsimulation modelling capability.

Director: Professor Ann Harding (06) 275 4900

Public Sector Management Research Centre

The Public Sector Management Research Centre was designated in July 1990 to provide a focus for research in public sector management within the University. Following a five-year review in 1995, the Centre has been continued for another five years. The Centre is based on scholars from the Faculty of Management with national and international reputations. The members of the Centre bring to the study of public sector management skills from a range of disciplines, including education, management, political science, psychology, public administration and sociology.

The Centre has the following goals

- to conduct research into issues of importance in public sector management;
- to develop the provision of professional education and research based degrees in public sector management; and
- to promote discussion, debate and dissemination of information nationally and internationally on public sector management issues.

The research of the Centre is currently focused on the following areas

- development management in Asia;
- employment relations;
- public sector reform;
- public enterprise;
- public policy issues.

Director: Professor John Halligan (06) 201 2714

University of Canberra, AUSTRALIA

1997 HANDBOOK

Emerging Areas of Research

Faculty of Applied Science

Research Centre for Human and Biomedical Science

This emerging area of research strength focuses on the range of stress, coping and well being factors that influence health. Members of the Research Centre are drawn from the following disciplines: psychology, sports studies, biomedical sciences, and nursing. They undertake research into the psychological (stress, coping tactics, health related habits, reactions to illness), biological (infectious agents, physiological reactivity, immune response) and social (social support, health education, medical care) factors relating to health. Current areas of research include psychoneuroimmunology, stress and sports performance, stress and infectious disease, and occupational stress.

Director: Professor Marie Carroll (06) 201 2535, or Lyn Cashmere, (06) 201 5451

Faculty of Communication

Canberra Centre for Writing

The Centre fosters and promotes quality writing both nationally and in the ACT region through activities such as master classes, workshops, seminars, conference and festival participation. The Centre runs the National Short Story Competition and publishes short fiction and non-fiction, poetry, scripts, reviews and criticism in the national literary journal *Redoubt* and in an annual anthology of students' work *First*. It conducts and encourages research into the creative writing process, linking the Faculty and University to the literary, media and writing culture in Canberra and the surrounding region by participation in events such as the Canberra Word Festival, the Regional Poets' Festival and the ACT Literary Awards.

Director: Mr Ron Miller (06) 201 2651

Centre for Communication Policy Research

The Centre was formed in 1992 to analyse the social impact of the convergence technologies, with projects ranging from the role of interactive technology environments in organisational communication to the development of an Asia-Pacific Communication Database, and trends in regional broadcasting policy. It also works in collaboration with the Department of Psychology at the University of Wollongong on Telstra projects. Future plans include a major study on the impact of digital data broadcasting with Radio Australia and World Space; development of an electronic journal in collaboration with University of Konstanz, Germany, and UTS; and a study of how academics adapt to and use Internet services.

Director: Dr Mark Balnaves (06) 201 2402

Centre for International Communication Research

Formally recognised as an emerging research centre in April 1996, the Centre aims to establish itself as an acknowledged location for research expertise in international communication. The Centre's key research interests are communication regionalism in East Asia and the Pacific; the effects of new communication technologies on global and regional journalism and communication policies; and communication education and training. A current initiative is in exploring methods of communication evaluation that may be applied to private and public sector programs in the promotion of Australian interests in Asia.

Director: Dr Glen Lewis (06) 201 2967

Centre for Tourism and Leisure Policy Research

The focus of the Centre is on applied research in the context of contemporary tourism and leisure policy. Future plans include research programs on rural tourism development; heritage trails and Australian environmental history; and continuation of an Antarctic research project. Staff of the Centre are involved in a number of consultancies including visitor studies for the Australian Science Festival, the Royal Canberra Show and Telstra Tower, thereby providing a valuable opportunity for both improving relationships with industry stakeholders and allowing students to gain experience in undertaking visitor surveys.

Director: Dr John Jenkins (06) 201 2906

Faculty of Education

Centre for Research in Science, Technology and Environmental Education

A primary aim of the Centre is to carry out research in science, technology and environmental education, with a particular focus on children's and adult conceptual understandings, learning and teaching, professional development, and curriculum and policy development. Research is particularly strong in the early childhood and primary education years, and the Centre is also pursuing research into the public understanding of science and technology. The Centre is active in consultancy projects and is well recognised for producing high quality educational materials in science and technology for national institutions.

Director: Associate Professor Tim Hardy (06) 201 2067

Associate Director: Dr Marilyn Fleer (06) 201 2438

Faculty of Environmental Design

Centre for Environmental Philosophy, Planning and Design

The Research Centre for Environmental Philosophy, Planning and Design aims to effectively address issues of sustainability related to the built environment by researching both the social and ecological impacts of design and fostering innovation in design and planning.

The Centre endeavours to achieve this by

- research into the design of the built environment and the development of ecological awareness and responsibility;
- research into the appropriateness of design and planning to meet and adapt to changing social needs, and
- research into construction materials, methods, processes and products. This includes bionic research and bottom up modelling.

The Centre invites speakers to seminars, workshops and conferences in an effort to encourage collaboration and generate cutting-edge research.

Co-directors:

Associate Professor Kath Wellman (06) 201 2575, e-mail kiw@design.canberra.edu.au

Dr Janis Birkeland (06) 201 2693, e-mail jlb@design.canberra.edu.au

Faculty of Information Sciences and Engineering

Centre for Advanced Telecommunications Research

This is a cross-disciplinary applied physics and electronic engineering research centre which undertakes R&D in the fields of communication and information science and technology. Particular interests of ATRC members include quantum communication and measurement, quantum optic and mesoscopic devices, and wireless and satellite communications. Facilities include an on-campus 10 metre fast tracking satellite dish, in collaboration with the Communications Laboratory of the Department of Communications and the Arts, and low temperature laboratories in collaboration with the School of Physics, University College, UNSW (ADFA). International collaborators include Hamamatsu Photonics KK and the NTT Advanced Technology Corporation of Japan. For further information contact:

Director: Professor Paul Edwards (06) 201 2516

Associate Director: Dr William Cheung (06) 201 2514

Human-Computer Communication Laboratory

The Human-Computer Communication (HCC) Laboratory comprises staff from the Schools of Computing, and Mathematics and Statistics in the Faculty of Information Sciences and Engineering, and from the School of Human and Biomedical Sciences in the Faculty of Applied Science. The Laboratory engages in research in a range of areas of human-computer communications which include the modalities of speech and natural language; typing, pointing and writing; audio, video and audiovisual channels, as well as combinations of such modalities. The research is concerned both with the algorithmic and implementational issues, and with usability and acceptability problems of human-computer communications.

Projects in the Laboratory are centred around speech, audiovisual, typing, pointing and writing based human-computer communication. Current research activity in the Laboratory includes work in automatic speech recognition; speaker verification and identification; computer user authentication using speaking, typing, pointing and writing characteristics; audiovisual user authentication; speech synthesis and text-to-speech systems; usability of human-computer communication systems; digital signal processing; hidden Markov models; artificial neural networks; artificial intelligence and natural language processing; human-computer dialogue modelling; adaptive logic networks in pattern recognition; graphic visualisation and animation; and computer music interfaces.

Director: Professor Michael Wagner (06) 201 2153

e-mail: miw@hcc1.canberra.edu.au

Plasma Instrumentation Laboratory

The Plasma Instrumentation Laboratory was formed in 1992 to carry out research into automatic instrumentation for monitoring and controlling plasmas used in industrial processes.

The Laboratory operates two plasma sources using helicon wave excitation to couple power into the plasma. Current projects include: microprocessor control of Langmuir probes, microwave stripline interferometers and spectroscopic measurements as well as automatic control of the plasma power source and the antenna coupling circuit.

The Laboratory is also a member of the Australian Fusion Research Group collaborating on the H-1 National Plasma Fusion Research Facility at the ANU. The laboratory is developing a multichannel soft *x-ray* monitoring system that will allow tomographic reconstruction of an image of the plasma core.

Laboratory Group Leader, Associate Professor Andrew Cheetham: (06) 201 2196, fax (06) 201 5041

e-mail andrewc@ise.canberra.edu.au

Web page on: http://beth.canberra.edu.au/pil/pil.htm

Research Centre for Information Technology

The Research Centre in Information Technology has strengths in computer-mediated collaboration technology, data management, geographic data analysis and survey technology, software engineering, and information dissemination and distribution.

The goals of the Centre are

- to conduct research that will contribute to the expansion of knowledge in information technology
- to provide a solid research infrastructure for final-year and honours students, as well as for masters and PhD students
- to analyse and to enhance both the technical and human aspects of information technology and their links
- to develop a transfer of emerging technologies, approaches, and concepts to the wider professional community of information technology

Current projects in the Centre are concerned with a range of aspects of data management, with the application of information technology to the analysis of global positioning system data, with computer-mediated collaboration software and with aspects of software engineering.

Director: Associate Professor Peter Morgan (06) 201 2153

e-mail: PeterM@ise.canberra.edu.au

University of Canberra, AUSTRALIA

1997 HANDBOOK

Other Centres

ACT Innovation Centre

The ACT Innovation Centre is being established to foster commercialisation of knowledge. It is currently in its early project phase, with target availability scheduled for 1997. It is a partnership with public and private sector enterprises, and its participants include the University of Canberra, Canberra Institute of Technology, Canberra Business Centre, Commonwealth Bank, ACT Government, Lend Lease, ACTEW Corporation and Telstra.

The aims and objectives of the Centre are to

- foster innovation and commercialisation by creating an environment where approximately ten new or emerging SMEs (Small to Medium Enterprises) may base their first 3-5 years of operation in a "hot-house" environment and gain from synergy of co-location with like-minded companies and research specialists at the University;
- facilitate "networking" between tenant companies, the University, and local industry;
- provide shared facilities and resources to assist tenant companies, including telephone and secretarial services; marketing and business planning support; publicity and PR support; meeting rooms, demonstration rooms and workshops; access to staff and laboratories at the University and/or CIT campuses: and high speed communication links to the University and regional projects;
- facilitate commercialisation and technology transfer of University research projects;
- facilitate University and industry seminars on leading edge research and product/service innovations;
- arrange both regular and *ad hoc* training courses for tenants and local industry;
- advise tenants on sources of funding for their respective projects;
- offer sales and marketing consultant access to tenants to expedite their product sales both nationally and internationally, and
- offer student work experience with tenant companies.

Project Director: Mr Mario Rosi (06) 201 2182

Australian Centre for Regional and Local Government Studies

The Centre was established within the Faculty of Management in 1973, to offer a range of residential programs for elected members and senior officers in local government. The functions of the Centre have expanded and now include

- the provision of non-award short courses for elected members and officers of local government and sub-national/regional administrative units in Australia, New Zealand, the Pacific and the Asian Region;
- the development of a range of award units and/or courses within the Faculty of Management on local and regional government;
- the stimulation of research into local and regional government and administration and the management of the Australian Local Government Research Network;
- the publication of research into applied policy issues in local government and regional administration;
- the development of a range of consultancy services for the three levels of Australian government and their regional organisations, and
- such other graduate and undergraduate teaching functions as may from time to time be determined by the Dean of Faculty.

Director: Professor Rolf Gerritsen (06) 201 2643

Centre for the Enhancement of Learning, Teaching and Scholarship (CELTS)

The Centre for the Enhancement of Learning, Teaching and Scholarship (CELTS) aims to support academic staff of the University by assisting them to enhance the quality of their academic work. The Centre is housed in a specially designated area on level D of the Library building.

The functions of CELTS are to provide

- a consultancy service to individuals, course teams, schools and faculties on issues related to research or to teaching and learning in higher education;
- courses and seminars on teaching, assessment and learning; on monitoring and documenting teaching performance; on supervision of research students; on preparing applications for teaching development and research grants;
- opportunities for academic staff to collaborate with Centre staff on research and development projects into aspects of teaching and learning;
- an evaluation or feedback service on teaching and units/courses using questionnaires to students and other methods;
- support for special interest groups which focus on aspects of teaching and learning in the University;
- access to research literature on teaching and learning;
- advice on policy issues in higher education;
- advice and assistance, in collaboration with other sections of the University, on the use of educational teachnology, including multimedia approaches;
- supervision of research students undertaking topics relevant to teaching and learning in higher education, and
- a Graduate Certificate in Higher Education in consultation with the Faculty of Education.

Director: Associate Professor Sue Johnston (06) 201 5176

University of Canberra, AUSTRALIA

1997 HANDBOOK

Bursaries and Scholarships

Bursary

Lorna May Award

A memorial bursary to the late Lorna May, a graduate of this university, will be awarded annually to a mature-aged woman student undertaking first degree studies.

Further details on the conditions of the award may be obtained from the Deputy Vice-Chancellor (Academic). Applications will be sought by 30 April each year.

Scholarships

A number of scholarships are open to students at the University of Canberra, some of which are supported by industry. The University actively encourages industry to support both postgraduate and undergraduate study, with new awards being advertised as they become available.

Scholarships for Postgraduate Study

Australian Postgraduate Awards (APAs) with Stipend

Commonwealth funded
Where (discipline): Any discipline.
Who: Postgraduate research students. Outstanding masters by coursework students can also apply.
Value: Currently $15,364 pa.
Tenure: Up to two years for masters and three years for doctoral studies.
Entry Requirements: Honours 1 or equivalent qualifications
Closing Date: 31 October each year

Australian Postgraduate Awards (APAs) without Stipend

Commonwealth funded
Where (discipline): Any discipline.
Value: Exempts awardees from the Higher Education Contribution Scheme (HECS) charge for one calendar year.
Who: All postgraduate students are considered automatically, although priority is given to students undertaking research degrees.
Tenure: One calender year.
Entry Requirements: All enrolled postgraduate students are automatically considered.
Closing Date: None.

University of Canberra Research Scholarships (UCRS)

Funded by the University of Canberra
Where (Discipline): Any discipline.
Value: Currently $15,364 pa.
Who: Available to doctoral and masters by research students at the University of Canberra.
Tenure: Up to two years for masters and three years for doctoral studies.
Entry Requirements: Selection is based on academic merit and research potential.
Closing Date: 31 October each year.

W J Weeden Postgraduate Scholarship

Made possible by a generous donation to the University of Canberra by the W J Weeden family
Value: $6,000 and HECS exemption for the first year of study.
Who: Available to new doctoral and masters students at the University of Canberra.
Tenure: One year.
Entry Requirements: Awarded to the best doctoral or masters applicant. Selection is based on academic merit and research potential.
Closing Date: 31 October each year.

Equity Exemption Awards (EEAs)

Funded by the University of Canberra
Where (discipline): Any discipline in which an "Above (Government funded) Quota" fee paying place offer has been made.
Value: Savings associated with not having to pay for the fee paying place. Awardees of this scheme are offered a Government funded place which is subject to the Higher Education Contribution Scheme (HECS).
Who: All students who are offered an "Above Quota" fee paying place are advised of the EEAs along with the offer of place. In order to be considered, an applicant must be an Australian citizen or a permanent resident and be claiming membership under one or more of the following equity groups: a women who is studying in an area deemed as `non-traditional' for female participation; a student with a disability; an Aboriginal or Torres Strait Islander student; a person from a non-English speaking background.
Tenure: Duration of the course.
Entry Requirements: Offer of admission into a postgraduate course of study on an "Above Quota" fee paying basis.
Closing Date: None for the EEA, though students must meet the deadlines for applying for admission into their chosen course of study.

National Centre for Social and Economic Modelling (NATSEM) Scholarship

Funded by the NATSEM Research Centre, University of Canberra
Where (discipline): Economics/Advanced Microsimulation.
Value: $15,364 pa.
Who: Available to doctoral students at the University of Canberra who are conducting original research on advanced microsimulation modelling.
Tenure: Three years.
Entry Requirements: Bachelor's degree with first class or upper second Honours, or a masters degree or equivalent qualifications.
Closing Date: 31 October each year.

NRMA (ACT) Road Safety Trust Scholarship

Made possible by a generous donation to the University of Canberra by the NRMA (ACT) Road Safety Trust
Where (discipline): Any discipline associated with road safety in the ACT. The research may be multidisciplinary.
Value: $20,000 pa.
Tenure: Three years.
Who: Available to doctoral students at the University of Canberra.
Entry Requirements: Must be enrolled in, or commencing doctoral studies.
Closing Date: Closing date for applications may vary.

The John McMillan Award

Made possible by a generous donation to the University of Canberra by the family of the late John Bernard McMillan
Where (discipline): Adult education/human resource management.
Value: $1,000.00 plus interest.
Who: Available to a needy mature-age student at the University of Canberra who is studying in the area of adult education or human resource development.
Tenure: One year.
Entry Requirements: Available to a mature-age entry student. Applications are assessed via an essay.
Closing Date: Normally by 30 April.

Current Industry-Funded Scholarships:

ACT Electricity and Water (ACTEW) Postgraduate Research Scholarship

ACTEW Postgraduate Research Scholarship (supplementary)

Advanced Telecommunications Research Scholarship

The Canberra Southern Cross Club Scholarship

Catholic Communications Scholarship

CRC Freshwater Ecology (FE) Scholarship

CRC for Landscape Evolution and Mineral Exploration (LEME) Scholarship

Cooperative Research Centre (CRC) Vertebrate Pest Research Scholarship

NSW Agriculture Postgraduate Scholarship (Rabbits)

NSW Agriculture Postgraduate Scholarship (Foxes)

Victorian Conservation of Natural Resources Scholarship (Frogs) for student access.

Scholarships for Undergraduate Study

International House Trust Fund Scholarship

Funded by the International House Trust Fund, University of Canberra
Where (discipline): Any discipline.
Value: This award exempts the recipient from the current annual residential fees of International House, an amount equivalent to approx $3,000.00.
Who: Available to second year University of Canberra students in an undergraduate program who would like to reside at International House in their third year of studies. Two awards are available, one for an Australian permanent resident and one for a full-fee paying International student.
Tenure: One calendar year.
Entry Requirements: Applications must be enrolled in an undergraduate course at the University of Canberra.
Closing Date: Applications close 31 October.

The John McMillan Award

Made possible by a generous donation to the University of Canberra by the family of the late John Bernard McMillan
Where (discipline): Adult education/human resource management.
Value: $1,000.00 plus interest.
Who: Available to a needy mature-age student at the University of Canberra who is studying in the area of adult education or human resource development.
Tenure: One year.
Entry Requirements: Available to a mature-age entry student. Applications are assessed via an essay.
Closing Date: Normally by 30 April.

Country Women's Association (CWA) (Canberra Branch) Scholarship for Nursing

Made possible by a generous donation to the University of Canberra by the Canberra Branch of the CWA
Where (discipline): Nursing science.
Value: $1,000.00.
Who: Open to students currently enrolled in the undergraduate course in Nursing at the University of Canberra, and who have successfully completed second year.
Tenure: One year.
Entry Requirements: Students who are enrolled in the third year of the Nursing course are automatically considered.
Closing Date: None

Commonwealth Bank Scholarship in Commerce (Banking and Finance)

Funded by the Commonwealth Bank of Australia
Where (discipline): Banking and finance.
Value: $3,000.00 per annum (total of $6,000.00).
Who: Available to University of Canberra students in the second and third years of the Banking and Finance course.
Tenure: Up to two years.
Entry Requirements: Selection is based on academic merit and professional aptitude
Closing Date: Mid September.

Externally Administered Scholarships

A range of other scholarships is frequently brought to the attention of the Scholarships Officer. Although not directly administered at the University, their availability is advertised in the University's newspaper Monitor. Details of these awards are then retained at the Graduate Studies Office for student access.

For further information: The Scholarships Officer, Graduate Studies Office, University of Canberra, PO Box 1, Belconnen ACT 2616. Tel (06) 201 2612 or e-mail njp@adminserver.canberra.edu.au

University of Canberra, AUSTRALIA

1997 HANDBOOK

Prizes

University Medals

University Medals are awarded to graduating students at undergraduate level on the basis of outstanding academic merit only. Recommendations are made by Deans of Faculties to the Vice-Chancellor.

The Herbert Burton Medal

The Convocation (graduates of the University and of the former Canberra CAE) awards the Herbert Burton Medal annually to a final-year student who has completed an undergraduate degree course at the University of Canberra with academic merit and who has made a significant contribution as a student inside or outside the University community.

Chancellor's Commendation

The Chancellor's Commendation will be an ad hoc award made by the Chancellor to a graduating student who has not been awarded a University Medal or the Convocation's Herbert Burton Medal. It is an award for achievement in spite of overwhelming difficulties or for achievement of a notable outcome worthy of recognition.

Faculty of Applied Science

The ACT Branch of the Royal Australian Chemical Institute offers an annual prize to the student whose performance in the level 5/6 Chemistry units is most outstanding.

The Glass Connection Prize offered by The Glass Connection Company is awarded annually to a student for the best project in the field of deterioration and conservation of stained glass.

The Commonwealth Territories Division of the Geological Society of Australia offers an annual prize to the most outstanding second-year student in Geology.

The ACT Branch of the Australian Society for Microbiology offers an annual prize to the most outstanding student in Microbiology.

The Australian Institute for the Conservation of Cultural Material offers an annual prize to be awarded to the best student in the Bachelor of Applied Science in Conservation of Cultural Materials course.

The Alethea Sandow Medal and Prize in Materials Conservation is offered annually to the outstanding student who has contributed most during the year in the field of conservation of cultural materials.

The NSW Branch of the Australian Institute of Medical Scientists offers an annual prize to the student demonstrating general excellence in the course leading to the degree of Bachelor of Applied Science Medical Laboratory Science or the specialisation in Medical Laboratory Science.

The Eric Best Memorial Medal Prize is awarded to the student with the best overall performance at undergraduate level in Resource and Environmental Science.

The ACT Division of the Australian Institute of Cartographers offers an annual prize to the best student in Geographic Information Systems (GIS) for outstanding achievement in cartographic excellence.

The ACT Chapter of the College of Nursing Australia offers an annual prize (the Margaret Guy Memorial Prize) to the most outstanding student who has completed the undergraduate course in Nursing.

The ACT Branch of the National Trust of Australia offers a prize to the best final year student undertaking the Cultural Heritage Management specialisation in the undergraduate degree course in Applied Science.

The Australian Institute of Sport offers an annual prize to a graduating student who has achieved the highest level of academic performance in the Sports Coaching course leading to the degree of Bachelor of Applied Science in Sports Studies, and who has made a significant contribution to sport in the community.

The Channel 9 National Television Network offers an annual prize The Wide World of Sports Prize to a graduating student who has achieved the highest level of academic performance in the Sports Journalism course leading to the degree of Bachelor of Arts in Sports Studies, and who has made a significant contribution to sport in the community.

The Royal College of Nursing Australia 'High Achiever Award' is offered to the graduating student with the best overall academic result in the pre-registration undergraduate degree course in Nursing.

Faculty of Communication

The Zonta Club (Canberra) offers an annual prize to the best final year student in the undergraduate Office Management course. The prize will be awarded on the results of the year's work.

The firm of Drake International offers an annual prize to be awarded to an outstanding student for the best academic performance in the second year of the undergraduate Office Management course.

The University Co-op Bookshop offers an annual prize to the best student enrolled in the undergraduate degree course in Communication, or to the postgraduate course in Professional Communication for the unit Freelance Writing.

The Sanchia Bolton Memorial Prize will be awarded annually to the best second year student undertaking the undergraduate degree course in Modern Languages specialising in Japanese studies.

The Con Kirikoff Memorial Prize is offered to the student completing the undergraduate degree course in Modern Languages with best results in Chinese Studies.

The Quest Group Pty Ltd offers a prize, known as the Quest Solutions Award for Academic Excellence, to a graduating student who achieves the best results in the Graduate Diploma in Office Management course.

The Canberra Branch of the Australian Journalists' Association offers 'The Gordon Burgoyne Memorial prize' to the best student in Journalism for the year. The award of the prize is restricted to persons 25 years or younger on January 1 of the year of the award, and once only to any one candidate.

The Phillip Hobbs Journalism Award offers an annual prize to a student in Journalism concerning some area of Canberra history, planning or administration.

Tektronix Australia Pty Ltd offers an annual prize known as the Tektronix Award to the student who achieves the best academic result in the unit Desktop Publishing 2.

The firm of William Heinemann Australia offers an annual prize to the most promising first-year student in the Professional Writing specialisation.

The Allen and Unwin prize for prose fiction will be awarded annually to the best student undertaking the final semester fiction project in the Professional Writing specialisation of the Bachelor of Arts in Communication course.

The ACT Branch of the Australian Library and Information Association offers two annual prizes, one to a student in the undergraduate degree course in Library and Information Studies and one to a student in the graduate diploma course in Library and Information Management, for the best academic performance overall.

The John Balnaves Prize will be awarded annually to the student who completes the graduate diploma course in Library and Information Management or the undergraduate degree course in Library and Information Studies, with the most outstanding academic record in information retrieval.

The Public Relations Institute of Australia (ACT) offers an annual prize to the most outstanding student completing the Bachelor of Arts in Communication course with the highest score in the six Public Relations units undertaken during the previous three years.

The Records Management Association of Australia (ACT Education Committee) offers an annual prize to the most outstanding student for performance in formal studies in Information and Records Management.

The firm of Kodak (Australasia) Pty Ltd (ACT Branch) offers an annual prize for outstanding performance in the area of Information and Records Management.

The Tourism Council Australia (ACT) offers an annual prize to the best graduating student in the undergraduate degree course in Tourism.

The Bryan R Ward Foundation Prize for Tourism is awarded to the student completing the undergraduate degree course in Tourism for the best overall performance.

The ABC Radio Prize will be awarded to a third year Media student, enrolled in the undergraduate degree course in Communication for the best academic result.

The Leanne Harvey Ford Award prize is offered to a student in a Librarianship course for excellence in the service for young people specialisation.

Faculty of Education

The Australian Federation of University Women (ACT) offers an annual prize to the most outstanding female student completing the Bachelor of Education course.

The Australian Psychological Society prize is awarded to the most outstanding student completing the Master of Education in Counselling course or the Graduate Diploma course in Psychology.

The Elsie Hope Solly prize is offered to the best female student who has completed the first year or equivalent of an undergraduate degree course in either the Faculty of Education or the Faculty of Information Sciences and Engineering for studies in the units Mathematics 1 and 2 or Engineering Mathematics 1 and 2.

Faculty of Environmental Design

The ACT Chapter of the Royal Australian Institute of Architects offers an annual prize (the John Redmond prize) for an outstanding performance by a student over the first three year tier of the Architecture course. It also offers an annual prize to the outstanding student in the final two-year tier of the Architecture course.

The Australian Institute of Landscape Architects (ACT Group) offers an annual prize to a final year student of outstanding performance in the Landscape Architecture course.

The Robwin and Sons Prize in Building Economics is awarded annually to the best student in Building Economics.

The ACT Chapter of the Australian Institute of Quantity Surveyors offers an annual prize to the best student completing the undergraduate degree course in Construction Management and Economics (Quantity Surveying).

The Ergonomics Society of Australia (ACT Branch) offers an annual prize to the student who, at the end of the year, has achieved the highest standard in an identified ergonomic unit or program.

The Roger Johnson Prize in Environmental Design will be awarded annually to the best student who completes a one- or two-day project.

The Mitchell/Giurgola & Thorp Travelling Scholarship Prize is offered to the outstanding student participating in a design competition undertaken as part of the course work in the unit Architectural Design and Technology 6.2.

The Australian Institute of Building (NSW Chapter) prize is awarded to the best student completing the undergraduate degree course in Construction Management and Economics.

Murray Northrop Consultants Pty Ltd offers a prize to be known as the Northrop Canberra Award, to be awarded biennially to the winning team in an inter-team competition to carry out a specified design brief.

The Australian Institute of Building offers an annual prize (the F.O. Watts Prize) to the best student in Construction Management in the final year of the undergraduate degree course in Construction Management and Economics.

The ACT Housing Trust Prize is offered to the outstanding student enrolled in one of the units Architectural Design 3, Human Environmental Studies 3A or Landscape Planning and Design 3.2, who has made a significant contribution to a topic relevant to ACT public housing.

The Building Science Forum of Australia ACT Regional Division inc, offers the Building Science Forum Prize is awarded annually at the end of the penultimate year of study to the outstanding student in Architecture, for the Environmental Control component of units.

The Building Science Forum of Australia ACT Regional Division inc, offers the Building Science Forum Prize to the outstanding student in Construction Management and Economics for the units Environmental Services 1 and 2.

Faculty of Information Sciences and Engineering

The firm of Aspect Computing Pty Ltd offers an annual prize to the best group of students completing the unit Computing Project in the second semester of each year.

The Elsie Hope Solly prize is offered to the best female student who has completed the first year or equivalent of an undergraduate degree course in either the Faculty of Information Sciences and Engineering or the Faculty of Education for studies in the unit Mathematics 1/2.

The Canberra Branch of the Australian Computer Society offers a prize each semester to the most outstanding student in the unit Software Technology 1.

The Canberra Chapter of the EDP Auditors Association offers an annual prize to the best student completing the unit Information Systems Management who has done outstanding work in the field of computer audit, having produced a paper on a selected topic.

The Statistical Society of Australia (Canberra Branch) offers an annual prize to the student who obtains the best results in third year Statistics units.

The ACT Branch of the Australian Institute of Physics offers an annual prize to the best student in the six credit point unit Electromagnetic Waves

The Gordon Aitchison Prize is offered to the student with the best overall results in the units Engineering Physics 1 and Electronic Engineering 1.

The Institution of Radio and Electronics Engineers Australia offers an annual prize (known as the IREE Australia Prize) to the most outstanding graduate enrolled in the undergraduate degree course in Electronics and Communication Engineering.

The Canberra Division of the Institution of Engineers, Australia offers an annual prize (the W.E. Sansum Medal) to the most outstanding graduate in the fourth year of an engineering course.

The Canberra Division of the Institution of Engineers, Australia offers an annual prize (the Jennifer Cox Memorial Prize) to a second year student of an engineering course who has achieved the best performance in either the unit Electronic Engineering 2A or in the unit Electronic and Computer Engineering 2.

The Price Waterhouse Urwick prize is offered to the student enrolled in either the Graduate Diploma in Information Systems or the Graduate Diploma in Computing who achieves the greatest success in the unit Information Technology Workshop G.

Faculty of Management

The Australian Society of Certified Practising Accountants offers annual prizes to the best student completing a degree course with an Accounting major acceptable for admission to the Society, and a medallion and prize to the best first-year student and best second-year student enrolled in the Bachelor of Commerce in Accounting course.

The firm of Coopers & Lybrand, Chartered Accountants, offers an annual prize to the student who has the best performance in the unit Advanced Accounting Theory.

The firm of Ernst and Young, Chartered Accountants, offers an annual prize to the student with the best result in the unit Portfolio Theory and Management.

The Australian Institute of Bankers offers an annual prize to the best student completing the Bachelor of Commerce in Banking and Finance course.

The Institute of Public Administration Australia (ACT Group) offers an annual prize to the best student in the unit Introduction to Public Administration.

The Australian Institute of Management offers an annual prize to a graduating student who has attained a general high standard of excellence throughout the course leading to the degree of Bachelor of Arts in Administration, and who has displayed special merit in the final year.

The ACT Chapter of the Institute of Management Consultants in Australia offers an annual prize to be awarded to the most outstanding student completing the unit Strategic Management M in that year.

The Economic Society Prize will be awarded annually to the best student completing the undergraduate degree course in Applied Economics.

The Gaye Forrester Public Sector Accounting Award will be awarded annually to the best female student completing the undergraduate degree course in Accounting who is acceptable for admission to the Australian Society of Certified Practising Accountants (ASCPA).

The Lend Lease Fern Hill Technology Park Prize will be awarded annually to the student who attains the first place overall in the unit Human Resource Management 2.

The firm of Deloitte Touche Tohmatsu offers an annual prize to the student completing the undergraduate degree course in Accounting, who has the best results in the unit Advanced Auditing.

The firm Professional Careers Australia (ACT) offers an annual prize to the best student completing the course leading to the degree of Bachelor of Commerce in Accounting.

The firm of Snedden Hall and Gallop offers an annual book prize to the best student completing the unit Law of Business Transactions undergraduate or graduate, or Law 3 or Law G3 : Business Transactions.

The University Co-operative Credit Society (ACT) Limited offers two prizes annually, to be awarded to the best student completing the unit Financial Management G (Semester 1) and to the best student completing the unit Business Finance MBA (Semester 2).

The National Tertiary Education Union Prize is offered annually for the best undergraduate student in the unit Women and Organisations.

University of Canberra, AUSTRALIA

1997 HANDBOOK

University Services and Facilities

Health and Counselling Services

Health Services

The aim of the Health Service is to provide comprehensive care for the students, staff and the children at the creche (only if they become ill whilst attending the creche).

The following services are provided -

- General practitioner medical consultations
- Sports medicine and treatment of sports injury
- Medical treatment for International students
- Diving medicals and advice on diving problems
- Staff medicals
- Contraceptive advice/Pap smears
- Morning-after Pill
- Pregnancy tests
- STD screening
- Condoms
- Minor surgery (eg. removal of skin lesions and suturing)
- Immunisations (eg. Hepatitis B, Tetanus boosters)
- Overseas travel vaccinations and information
- Skin/Mole Examinations
- Dressings
- Physiotherapy
- First Aid - treatment of minor fractures, cuts and burns
- Lung function tests
- Hearing tests
- Blood tests (eg cholesterol, HIV, Hepatitis B, blood group)
- Dietitian
- Haemoccult bowel cancer testing
- Dental screening service for students

Counselling Services

Personal Counsellors

Personal counsellors provide a range of professional services to assist people to deal more effectively with their personal lives. Assistance is also available for study related issues such as exam stress and support in situations of harassment and discrimination.

International Student Counsellor

A counsellor is available to assist international students (private and sponsored) with any problems related to study or personal life.

Residential Student Counsellor

A counsellor is available to assist any student living in residences experiencing problems that are personal or may be related directly to difficulties with residential living.

General Information

Payment: Medical services for students are bulk-billed through Medicare. Dental screening, dietitian, counselling and nurses services are free. There is a $5 booking fee for physiotherapy consultations.

Staff pay a standard consultation fee for medical services. Staff are also seen in workers' compensation matters.

Health Insurance: Although most medical services at the Health Service are bulk-billed for students, it is essential to be clear about details of any private health insurance cover you may have. It is also essential that you have a Medicare number, or for international students, a Medibank Private number. If you are still on your parents' Medicare card you can apply for your own card through any Medicare office.

Students not dependent on their parents and earning low incomes may be eligible for a Health Care card. This card subsidises medical care and PBS prescriptions, and is available through the Department of Social Security.

Students with Disabilities: Students suffering from any chronic or recurrent illness such as asthma, epilepsy or diabetes, or any other disability such as hearing or sight impairment, mobility problems or any other conditions, which may affect their ability to study, are advised to make early contact with the Health and Counselling Services as well as the Equity Officer - Disabilities so assistance with study can be given if needed.

Confidentiality: All consultations with the Health and Counselling Services are confidential, and no report appears on a student's official record.

Appointments: Appointments are essential (except in emergencies). Referral from a doctor is necessary to see the physiotherapist. Appointments to see the dietitian and dentist may be made without seeing a doctor first.

Location: South end of Building 1, level B

Hours: 9am - 5pm Monday to Friday

Telephone: (06) 201 2351

Information Services

Audiovisual

Audiovisual equipment services to general teaching rooms include centralised video replay, audio recording, equipment set-up and assistance with operation of audiovisual equipment. These services are located in the Computer Centre, Building 10.

Enquiries can be made at the Computer Centre Helpdesk, or by telephoning the Audiovisual Booking Co-ordinator on (06) 201 5505 or e-mail: avbookings@isd.canberra.edu.au

Computing and Networking Facilities

The Computer Centre, Building 10, houses most of the University network and computing infrastructure, numerous teaching computer laboratories and the Computer Centre Helpdesk.

The Building 10 teaching laboratories contain network connected PC and Mac equipment. The lab machines range from very basic PC's or Macs to full multi-media workstations with CD-ROM drives, ZIP drives, large colour screens and access to scanners and colour printers. The lab facilities are open 24 hours per day, seven days a week to authorised students. The University computer facilities, University network and the Internet are available for the purposes of University studies.

Two basic, general access labs are open 24 hours per day to all students. All lab machines contain, as a minimum, software for word processing and Internet access. The PC's have Computer Based Training packages installed for self paced training in most commonly used PC applications.

All students are entitled to an e-mail account which can be obtained from the Computer Centre Helpdesk located on level B in Building 10.

Dial-in facilities are available to students on 207 8788 to allow e-mail and other network access from home.

The Computer Centre Helpdesk provides students with many services including: general information, technology support, user IT documentation, sales of computer consumables and electronic door access authorisation.

Enquiries related to Computing and Network services should be directed to the Computer Centre Helpdesk on (06) 201 5500 or via e-mail to helpdesk@isd.canberra.edu.au

CWIS (Campus-Wide Information Service)

The University of Canberra's Campus Wide Information Service or CWIS is an on-line interactive system that provides easy access to a range of information about the University and its people. The CWIS can be accessed from any workstation connected to the University network or to the Internet and via dial-in from home. Information including the University of Canberra handbook, lecture and tutorial timetables, student services, University policy documents, University facilities, a campus events calendar, lecture notes, maps, user notes, pathfinders and discussion groups can be accessed electronically. The URL of the CWIS is http://www.canberra.edu.au.

Library

The Library, Building 8 houses a large book and serial collection to support the course and research needs of students and provides access to a large number of electronic information databases, both full text and bibliographic.

It also provides areas for individual and group study, a serials reading area, photocopying facilities, equipment for use with audio visual resources and public access terminals for library catalogues and selected network services.

General training sessions are offered to students at the beginning of each semester on the use of the online catalogue, electronic databases and the Internet.

The Loans Desk provides long and short term borrowing services for all currently registered students and staff.

The Information Desk provides assistance on using the Library facilities. A wide variety of user documentation and Library information guides are also available.

Enquires can be made at the Library Information Desk, (06) 201 2282 or e-mail info@isd.canberra.edu.au

International Office

In conjunction with the Faculties the International Office identifies, develops and supports international opportunities for the University.

Specific activities include the strengthening of opportunities for international understanding through the development of international staff and student interchange programs, the fostering of relationships and common interests with universities abroad and the design and co-ordination of international marketing of University courses.

The office also administers applications for admission from international students, ensures that these students enjoy a high standard of support services during their study in Australia and assists in the operation of international alumni networks.

The University offers a wide range of courses to international students. Courses are offered at bachelor degree, graduate certificate and diploma, masters and doctoral levels. Details of courses on offer and application procedures can be found in the International Undergraduate and Postgraduate Guides. These guides should be read in conjunction with the University Handbook.

The International Office also has a role in delivering a range of services to international students, including:

- providing successful applicants with pre-departure information
- reception services for newly arrived students
- assistance in finding suitable accommodation
- orientation and assistance in course registration
- on-going support and assistance and referral to main stream support services as appropriate.

The Office has responsibility for applications received under various overseas scholarship programs, including

- scholarships for students from developing countries awarded under the Australian Government's foreign aid program and administered by Aced.

  Interested persons should contact the AusAid office at the nearest Australian diplomatic mission by about February each year for information concerning study in the following year.

- Overseas Postgraduate Research Scheme (OPRS).

  This scheme is open to applicants from any country except Australia and New Zealand and no age restriction applies. The closing date is 30 September in any year for study in the following year.

For further information (including a free copy of the International Undergraduate or Postgraduate Guide) prospective students should contact: The Director, International Office, University of Canberra, PO Box 1, Belconnen, ACT, Australia 2616. Telephone: 616 201 5342, Facsimile: 616 201 5040.

e-mail: iso@adminserver. canberra.edu.au

Internet address: http://international.canberra.edu.au

Ngunnawal Centre for Aboriginal and Torres Strait Islander Education

The academic leadership and overall responsibility for the Centre rests with the Dean of the Faculty of Applied Science. There are four academic staff to develop and teach the Foundation units and provide academic support for Aboriginal and Torres Strait Islander students on campus.

All Aboriginal and Torres Strait Islander students seeking admission to the University are interviewed and counselled by the staff of the Centre as to the most appropriate mode of entry into the University. Possible modes of entry include:

(a)
applicant does not meet admission requirements for their chosen course and so enrols in the Foundation Program;

(b)
conditional entry into a course supplemented with some units from the Foundation Program;

(c)
direct entry into a degree program.

To help students adjust to the new environment of the University and to ensure that they are adequately prepared to undertake tertiary studies, the Ngunnawal Centre offers the following Foundation Units:

3209
Foundation Communication Skills
3213
Foundation Study Skills

Further information about the Centre can be obtained from Ms Suzanne O'Neil, Aboriginal Liaison Officer, or Ms Ros Homem, Executive Officer, telephone (06) 201 2998.

Student Support Services

Learning Support Services

Academic Support Program

Location: 1C15. See entry under Faculty of Education

Curriculum Resources Centre

Location: 5A22. See entry under Faculty of Education

Ngunnawal Centre

Location: 7B6 telephone (06) 201 2998. See also separate entry, and entry under Personal Support Services.

Nursing Resource Centre

Location: 12C26. See entry under Faculty of Applied Science

Science Resource Centre

Location: 3A36. See entry under Faculty of Applied Science

Student Resource Centre

Location: 11C45. See entry under Faculty of Information Sciences and Engineering

Students with Disabilities

Location: 1B24, telephone (06) 201 2990

The University of Canberra is committed to developing the independence of people with disabilities in the wider community through full and equitable participation in higher education. It is in the interest of people with a disability which may affect their studies to contact the Equity Officer - Disabilities. Intending new students should do this before September in the year prior to commencing study. Indication of the nature and extent of a disability prior to enrolling will allow appropriate support services to be considered. All information will remain confidential unless specific permission is given by the student concerned.

Study Skills Centre

Location: Concourse, North end of Building 1 (1B24), telephone (06) 201 2361

The Study Skills Centre assists students to adjust to study and manage study tasks to achieve the best possible academic outcomes in accordance with their potential. It also teaches specific study skills on a one-to-one or small group basis, presents seminars and workshops targeting particular groups or needs, and provides individual advice on study difficulties or other difficulties which impact on study performance. The Centre is open from 9am to 5pm, Monday to Friday including semester break.

Personal Support Services

Campus HIV/AIDS Educator

Telephone (06) 249 3604
Provides information and education on HIV/AIDS and related issues such as STDs, safe sex, drug use, occupational health and safety, infection control guidelines and treatments.

Careers and Student Employment

Location: 1B18, telephone (06) 201 5221

The service offers students assistance with part-time employment during their course of study, professional careers counselling for prospective and enrolled students, including the use of computer software to assist with career decisions. Assistance is also given in obtaining full-time employment for final-year students at the end of their course, including an on-campus employment interview program (the Employer Visits Program - EVP), which is run in May and August each year. Insurance coverage for course-related voluntary (unpaid) work experience and internships can be arranged. A Careers Library is also maintained.

Chaplaincy

Location: The Chapel, 1C75; Chaplaincy office : 1C75b, telephone (06) 201 2052

There are four chaplains on campus - Anglican, Roman Catholic, Uniting Church and Liberal Catholic who hold services throughout each week. A Prayer Room for Islamic worship (1C24), and an office for counselling and related interviews are also provided. Services for students of other faiths are available from time to time. Information is displayed on University notice boards, or consult the Chaplaincy team.

Child Care

Wiradjuri Pre-School Child Care Centre

Early application is essential, telephone (06) 201 2339. The centre provides early childhood education and care for 2-6 year olds. See also entry under General Facilities.

Kirinari Early Childhood Centre

Early application is essential, telephone (06) 201 2951. The centre provides child care for children from six weeks to five years. There are two types of care: permanent (50 weeks per year) and semester (18 weeks). See also entry under General Facilities.

Dean of Students

Location: 11C18, telephone (06) 201 2421/2153 (from January 1997)

The Dean of Students is a full-time member of the academic staff of the University who has additional responsibility for various aspects of student welfare. The Dean principally acts as general academic adviser for students and as advocate in their dealings with the University authorities, especially those dealings involved with grievances and appeals, and correspondence about unsatisfactory academic progress. The Dean is also concerned with the general welfare of students through membership of appropriate University committees.

The Dean of Students until December 1996 is Ms Maureen Bettle, Faculty of Communication. From January 1997 the Dean of Students is Dr Van Le in the Faculty of Information Sciences and Engineering, and he may be contacted at all reasonable times.

Equity Office

Location: 1D120, telephone (06) 201 2148

The Equity Office raises awareness about equal opportunity rights and responsibilities and provides independent advice and a safe place for students to seek support and voice their concerns about issues such as sexual harassment.

Health and Counselling Service

Location: 1B124, telephone (06) 201 2351

See separate entry in this section - University Services and Facilities

Health Assessment Clinics

Location: School of Nursing 12B14, telephone (06) 201 5129

The services are provided by qualified staff are free of charge and include Eye Assessment Clinic, Skin, Hearing and Asthma Clinics.

International Office

Location: 1B142, telephone (06) 201 5040

See separate entry in this section - University Services and Facilities.

Ngunnawal Centre

Location: 7B6, telephone (06) 201 2998

The Centre provides social, cultural and academic support to all Aboriginal and Torres Strait Islander students on campus and promotes understanding of Aboriginal and Torres Strait Islander issues in the University and the wider community. This is achieved through developing contacts with government departments and private enterprise; providing opportunities for Aboriginal and Torres Strait Islander students to be involved with matters affecting their social and academic development, and promoting and providing university access for Aboriginal and Torres Strait Islander students for the academic mainstream and provides assistance to those already in the mainstream. The Aboriginal Liaison Officer is Ms Suzanne O'Neil.

Student Loans

Location: Level B, Building 1, Room 24, telephone (06) 201 2135

The University provides a loans service to those students who need a short term loan for accommodation on campus, books and other education expenses, with terms being determined in the light of individual needs. Appointment times for interviews and application forms are available from the Student Financial Assistance Officer.

University of Canberra,
AUSTRALIA

1997 HANDBOOK

University Residences

The University Residences are situated within easy walking distance of the Belconnen Town Centre and its large range of shops. Public transport provides regular bus services to the University from all suburbs through the Civic, Woden and Belconnen Interchange systems. A brochure describing each type of student accommodation can be forwarded on request, but prospective students are advised that the Univeisity cannot guarantee each student will be offered the accommodation desired.

On-Campus Accommodation

There are 1053 places available in the University Residences on campus. Accommodation is offered each year to new students, continuing students, Australian and international students.

A Residential Agreement is required to be entered into prior to occupancy of accommodation.

The accommodation comprises fully furnished single study-bedrooms. Common kitchen/dining and laundry facilities enable residents to do their own cooking and laundering. Kitchens and laundries are equipped with basic facilities but residents will need to supply their own bed linen, towels, cutlery, crockery and cooking utensils. Students may take advantage of the Iguana Cafe in The Hub and the Union Refectory for economical, wholesome meals if they prefer not to do their own cooking.

Eligibility for Residences

To be eligible for a room in a University Residence on campus a student must

- not have parents resident in the Canberra/Queanbeyan area; (Canberra residents may be eligible for a place after all interstate and overseas needs have been addressed);
- be enrolled as a full-time students at the University for the semester in which accommodation is required;
- accept the offer of accommodation accompanied by the accommodation semester fee, room deposit and signed Residential Agreement by the date advised.

In some instances students with special circumstances are given preference for accommodation. Students who believe they have special circumstances should set them out in a letter addressed to the Director, University Residences and include it with their application.

Accommodation Semester Fees

Accommodation fees for 1997 are $1,824.00 for International House per semester and $1,596.00 per semester for other areas. A small number of rooms at slightly cheaper rates is also available. Detailed information on room rates is available from the Residential Services Office. As well as accommodation fees, an activities fee of $7.00 per semester must be paid. Fee levels are reviewed annually. The residential calendar consists of 38 weeks per year.

There is also a room deposit charge of $150.00 which must be paid in addition to the accommodation semester fee. The Residential Agreement covers a full semester period (19 weeks). A refund of accommodation fees can only be allowed in cases where extenuating circumstances exist. Cancellation fees may apply.

The room deposit will only be refunded by application after vacating Residences and in compliance with the administrative requirements detailed in the Student Residences Booklet 1997.

The accommodation fee for the full semester and room deposit must be paid in advance and the Residential Agreement must be signed before occupancy of a room is allowed. Part payment of accommodation fees is not possible. Australian students are able to access a student loan scheme if prepayment presents difficulties.

Cheques should be made payable to the University of Canberra. Applicants should note that Bankcard and other credit card facilities are available.

Applications - New Students

To obtain an application form for University accommodation, apply direct to the Residential Services Office. Further information on fees and other details about accommodation available throughout the year are available from:

The Residential Services Office
University of Canberra
PO Box 1
BELCONNEN ACT 2616
Telephone (06) 201 3500

New students must submit applications for University accommodation by 6 December 1996. Students should not wait until an Offer of Place in a course at the University is made.

Offers of on-campus accommodation to new students is made immediately after the Universities Admissions Centre (UAC) offers are made.

Allocation of Rooms - New Students

New students who have been offered accommodation can secure the room by the payment of the full semester accommodation fee, room deposit charge and by signing the Residential Agreement no later than the closing date specified in the Offer of Room in Residences.

New students are expected to move into Residences on Sunday morning, 16 February 1997. Every effort will be made to meet room preferences; however, no guarantees can be given that the area preferred will be the area in which accommodation will be offered. Please note that room allocation information cannot be given over the telephone.

Residential Orientation Program

A Residential Orientation Program will be held on Sunday, 16 February and Monday, 17 February 1997. This is a compulsory program for all first year students who accept an Offer of Accommodation. Students are welcomed by the Vice- Chancellor and the Director of University Residences. A full program of essential information relating to the wide network of residential support services, activities and settling-in assistance is provided.

`Late Offers of Accommodation' are often made. Students who receive a Late Offer should note that rooms will be retained for them only if the full semester accommodation fee has been paid and the Residential Agreement signed by 4.30 pm on Monday, 17 February 1997 (Semester 1), and by 4.30 pm on Friday, 11 July 1997 (Semester 2).

Waiting List - New Students

New students who are not successful in obtaining an offer of accommodation will have their names placed on a waiting list. Students on the waiting list should contact the Accommodation Office during Orientation/Registration Week in person to ascertain their position on the waiting list. Late offers are often made and many students who were unsuccessful in the main round of offers are successful as a result of cancellations. Students who wish to submit late applications must complete a `1997 Application for Residential Accommodation' form and lodge it with the Residential Services Office. Late applicants will be placed on the `waiting list' and must supply a local address and telephone number for contact. Students must also update their name on the waiting list to assist with keeping lists current. The date for reapplying is 4 March 1997.

Applications - Continuing Students

Continuing students not already living on campus and who wish to do so, should contact the Accommodation Office in person from early September and complete an application form by the closing date of 20 September 1996.

Applications - Returning Students

Returning students, that is those already living on campus and who wish to continue living on campus in 1997, should contact the Accommodation Office in person on Wednesday, 11 September 1996 to complete an application form. Applications for returning students close on 20 September 1996.

University Policy on Smoking

The University has adopted a policy of "no smoking" in University buildings, including University Residences. Students are advised that a contravention of this policy is in breach of the Student Conduct Rules and in breach of the Residences House Rules as set out in the Student Residences Booklet.

Private Accommodation

A private accommodation listing service will be available in 1997 to assist those students who are unsuccessful in securing a room on campus at the beginning of the year. The University does not enter into negotiation with householders on behalf of students.

Residential Services Office

The Residential Services Office is located in Cooinda Hut and is open from 9.00am to 4.30pm Monday to Friday, except on University and public holidays.

Mail for Students

Mail for students in the Residences must include the name and room number and should be addressed to the following:

PO Box 20
BELCONNEN ACT 2616

Students are advised that letters containing cheques and other valuables should not be sent to the address given above. Those receiving cheques from outside the University should have them directed to their bank account.

Parcels are kept in the Residential Services Office and a notice is placed on the notice board by number. Students need to show their student ID card and sign for collection of the parcel.

Services for Residents

The Residences Management Team comprises a wide range of people including the Director of University Residences, a Residential Counsellor, Accommodation Office staff, Residential Officers, Residential Assistants and Deputy Residential Assistants. This large support network is located throughout the Residences and the University.

The Residences Management Team provide guidance, support and pastoral care for the residents to help them adapt to the academic, residential and social life of the University.

The University provides a security service for the University Residences and a Pathfinder service to chaperone students from areas such as the Library, Computer Centre and other campus buildings to the Residences in the evenings.

Room Deposit Refunds

On completion of your stay in Residences your room will be checked against an inventory and assessed for cleanliness and damages. If your room check is satisfactory a full refund of your room deposit will be provided. If, however, your room check shows discrepancies against the inventory and there is damage the amount will be deducted from your room deposit fee.

Please note that refunds cannot be processed without first lodging a refund application form. This procedure takes approximately 14 days during semester. However, all end of semester refunds, that is from week 17 onwards, can take 3-4 weeks due to the volume of work.

The Accounts Section will issue your refund in Australian currency. Please note there is no provision for early refunds or refunds in any overseas currency.

Cancellations

If, after payment of your full semester accommodation fee up-front, you decide to cancel and not move in to Residences, the following applies

- A $50.00 cancellation charge applies if a student pays for accommodation and then cancels, without moving in.
- If you decide to vacate your accommodation after moving in, then you are in breach of your Accommodation Residential Agreement.
- As the Orientation Program is compulsory, this is a non-refundable fee.

Provision is made, however, to consider refunds for cases where special circumstances exist. Each case with special circumstances will be examined individually by the Director, University Residences.

Accommodation during vacation periods

See the inside front cover of the Handbook for dates of mid-semester breaks and vacation period between Semesters 1 and 2 1997.

There is provision for students who are returning for the following semester to remain in residences over these periods but conditions apply. As the University takes in conferences during these times, students may be required to vacate their room (including all their belongings) and move to designated vacation blocks for the duration of the break.

Storage facilities

The University offers a storage facility free of charge to residential students. The storage facility is operated by the Caretaker from Monday to Friday and conditions apply. For further information please contact the Residential Services Office.

University of Canberra, AUSTRALIA

1997 HANDBOOK

General Facilities

Childcare on campus

Kirinari Early Childhood Centre

Kirinari Early Childhood Centre, a co-operative run by and for the members, offers staff and students of the University of Canberra (UC) campus-based quality childcare for children aged from birth to six years.

Semester care: Seventeen weeks each semester, plus the exam weeks, two sessions per day. Bookings are cancelled at the end of semester and re-booked according to your timetable. Priority is given to UC students.

Permanent care: Fifty weeks per year. Designed for working parents, priority is given to UC staff. Hours of operation are; 8.00am - 6.00pm.

Childcare assistance is available to qualifying families.

Location: Kirinari Street, adjacent to Sports ovals.

Telephone: (06) 201 2339 for booking information.

Wiradjuri Pre-school and Child Care Centre

The centre provides a high quality educational program and care for 30 children aged from 2-5 years. The staffing team consists of the Director and 4th year student teachers from the Bachelor of Education (Early Childhood) program. The centre is an integral part of the BEd course and conducts research on behalf of course lecturers in monitoring the theory and practice in Early Childhood Education. Further information can be obtained by telephoning the Director.

Location: Faculty of Education, Building 5 level B

Hours: 8.00am to 5.30pm, Monday to Friday, and closed 4-5 weeks over the Christmas break

Telephone: (06) 201 2087 or (06) 201 2494

Fax: (06) 201 5065

Mail Services

There are two public post boxes, cleared Monday to Friday on University working days throughout the year. One is located in The Hub near the Pharmacy and is cleared at 11.00am and 1.00pm and the other is on Level B, the passageway between the main entrance foyer and is cleared at 11.30am and 1.30pm. Stamps are sold at the Union Shop. A box for University internal mail is located on the concourse adjacent to the main entrance foyer in Building 1. A box for Student Administration mail only is located in the external lobby, Level B, Building 1 near the entrance to the Cashier's Office.

Parking

Parking areas for motor cycles and cars (including handicapped persons' vehicles) are located around the campus. A time limit applies in some areas, and other restrictions are in force as indicated. The parking areas are patrolled and those not observing the regulations may be fined under the appropriate traffic and parking ordinances for the ACT.

Telephones

Public Telephones

Telstra provides public telephones at various locations depending on usage. The phones are available at the following locations:

Building 1 Foyer

Building 1 Union Foyer

Building 1 Union Bar

Building 3 Foyer

Building 8 Foyer

Building 10 Foyer

Building 11 Level A

International House

University Village

Arscott House

Unisafe Phones

These are phones provided by the University that can be used to dial internal University numbers, 000 Emergency Services, University Security, NRMA Road Service, ACT Taxi's and Home Link Numbers free of charge. These phones are available at the following locations:

Building 1 at the main University Entrance

Building 1 on the Concourse outside the Security Office

Building 5 on the North West A level entrance

Building 6/7 in the foyer at the North where the two buildings join

Building 9 at the South West B level entrance

Building 10 outside the main entrance

Building 12 in the foyer

Building 14 in the foyer

The University Village at the Resources Centre near the Car Park

Phones in Student Residential Rooms

Residential students have the option to have phones in their rooms. Contact the Residential Services Office for information.

University Union

A student of the University of Canberra automatically becomes a Union member on payment of the Services and Amenities Fee. Members include staff from the University and categories of Life, Honorary and Associate. The Union operates under a Constitution approved by the University Council and is governed by a Board of Management of elected and ex.officio members.

The Union is the community centre of the University and is responsible for the provision of a wide range of services including food and beverage facilities, lounges, a theatre and general recreational areas, Union shops, Sports Centre, conference and catering facilities and a licensed Post Office.

It organises for its members a range of social, cultural and sporting activities throughout the year. Activities include dances, concerts, film nights, inter-university sports championships, lunchtime performances, debates, market days theme events, and photographic and art competitions.

There is an excellent variety of clubs and societies affiliated with the Union ranging from recreational to Faculty based to highly competitive sporting clubs. This year they include accounting, athletics, Aussie rules, cycling, engineering, landscape architects, theatre, hockey, international students, media, netball, outdoors, public relations, rugby union, scuba, skiing, skydiving, soccer, squash, touch, volleyball, water skiing and windsurfing. There are over thirty-five clubs presently operating, and new ones can be started if sufficient members support them.

The facilities provided by the Union include the refectory - hot food, salads, Asian food and sandwich bar; a coffee lounge; bakery; middle-eastern food bar; a bar with provision for entertainment; two shops with a second-hand book exchange; stationery and art supplies and a range of agency services, including Austudy Office; licensed restaurant; conference and meeting rooms; free legal advice; club house with barbecue area; playing and training fields, short sport recreation courses, fitness leader accredited training, a post office, a theatre, an exhibition gallery and the Fitness and Recreation Centre.

The Union seeks to provide opportunities for members of the campus community to relax, make new friends, extend and broaden their experience and support and facilitate their educational endeavours.

Location: For further information: Union Access, Building 1, off the Concourse

Telephone: (06) 201 5350

University of Canberra, AUSTRALIA

1997 HANDBOOK

Commercial Facilities

Banking Services

The Commonwealth Bank provides full banking services including investment and lending facilities and welcomes enquiries regarding campus loans.

Location: The Hub, lower ground floor between Buildings 1 and 8.

Hours: 10.00am to 3.00pm week days excluding public and University holidays. An Autobank terminal is available for transactions outside these hours.

Telephone: (06) 251 1874

Co-operative Bookshop Limited

The University Co-operative Bookshop Limited conducts a shop at the University. Anyone can buy books at the Bookshop without becoming a member of the Co-operative, but members receive discounts. Special discounts off recommended retail prices are announced during the year. Anyone may become a member of the Co-operative by purchasing a $15.00 share redeemable at any point after two years.

Prescribed texts for units will be displayed on boards outside the Co-op Bookshop, from the middle of February for Semester 1 and in July for Semester 2. Units will be listed in alphabetical order, by Faculty.

Location: The Hub, lower ground floor between Buildings 1 and 8.

Hours: 9.00am to 5.00pm Monday to Friday throughout the year, except public and University holidays, with extended trading hours during the first two weeks of each semester.

Telephone: (06) 201 2207

Credit Union

The Credit Union of Canberra Ltd is committed to Canberra. It is a new financial institution as a result of a merger between the University Credit Union and Credit Union Canberra. The Credit Union of Canberra Ltd is locally owned and run by Canberra people. It is open to the Canberra community and continues to provide a full range of financial products and services.

Location: The Hub, lower ground floor between Buildings 1 and 8.

Hours: 9am - 4.30pm Monday - Friday, excluding public and University holidays

Telephone: (06) 201 2006 UC Branch, (06) 295 3511 Administrative Office.

Fax: (06) 248 9480

Campus Pharmacy

Campus Pharmacy provides all pharmaceutical needs - prescriptions, medications, surgical and sports dressing, cosmetics and beauty aids, perfumes, personal requisites, photographic supplies, gifts and soft toys, Australian souvenirs, T-shirts and sweat shirts, hat and scarves.

Location: The Hub, lower ground floor between Buildings 1 and 8.

Hours: 9am - 5.30pm Monday - Friday, excluding public and University holidays

Telephone: (06) 201 5331

Fax: (06) 253 1567

Hairdresser

Leonardo's Uni Salon: Professional service in all aspects of hairdressing, catering for ladies and gents hairdressing.

Location: The Hub, lower ground floor between Buildings 1 and 8.

Hours: 9am - 5.30pm Monday and Tuesday, Wednesday, Thursday and Friday, extended hours by appointment. 9am - 12.30pm Saturday, excluding public and University holidays.

Telephone: (06) 253 3056

Travel Service

STA TRAVEL handles all domestic and international travel arrangements except domestic rail bookings. Anyone can use STA plus we have special rates for staff and students on business and holiday travel.

Location: The Hub, lower ground floor between Buildings 1 and 8.

Hours: 9am - 5pm Monday - Friday including semester break but not public and University holidays

Telephone: (06) 201 2280

Union Shop and Post Office

The Union Shop sells stationery, drawing equipment, bus tickets, calculators, greeting cards and postcards, audio tapes, computer disks, clothing, and films and also sells second-hand textbooks. Academic dress is also available for purchase or hire through the shop. Full postal services are available.

Location: The Hub, lower ground floor between Buildings 1 and 8.

Hours: 8.30am - 5pm Monday - Friday during semester excluding public and University holidays.

8.30am - 4pm Monday - Friday during semester breaks.

Telephone: (06) 201 5003

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Definition of University Terms

Academic Requirements means the matters relating to a course that a student, admitted to the course, is required to successfully complete in order to qualify for the grant of an award. This includes

(a)

any bridging requirement;

(b)

units of study that a student is required to pass; and

(c)

any other requirements (of an academic nature or not) the student is required to complete.

Advanced Standing is the recognition, by the University, of prior studies undertaken by a student that may satisfy part of the academic requirements of a course in which the student is enrolled. The term advanced standing covers both status and credit.

Approved Study Program also called Course Approval means a pattern of units that has been approved by the Dean of the appropriate Faculty as satisfying the academic requirements of a course. Approved study programs are used by students to plan the structure of their course, including elective units and their future enrolment.

Assessment Grades

The grading system used for both undergraduate and graduate units at the University is as follows:

HD - High Distinction
DI - Distinction
CR - Credit
UP - Ungraded Pass (grade of pass for units assessed on a Pass/Fail basis only)
P - Pass
N - Fail

The grade P* may be used for some units approved by Academic Board to indicate that, although the student has passed the unit, no enrolment in higher level units in that discipline will be permitted unless the student repeats the unit and a grade of Pass or better is achieved. See also section on Notification of Results of Assessment.

Award means a degree of doctor, master, graduate diploma, graduate certificate, degree of bachelor, undergraduate diploma or associate diploma that may be awarded by the University under the *Courses and Awards Statute* 1979 as amended. The current listing of awards available is shown earlier in this section of the Handbook.

Bridging Requirement means a unit or units, test, remedial work, or any similar requirement that a student is required to undertake if the appropriate Dean of Faculty thinks fit.

Conditional Admission refers to students commencing a course of study whom Admissions Committee requires to pass certain unit(s) in a certain time in order for them to continue with their course.

Conditional Progress (sometimes called Conditional Exclusion) refers to students whom a Faculty Board requires to pass certain unit(s) in a certain time in order for them to continue with their course.

Course means a course of study and instruction leading to an award. See the section on the University's academic program in this Handbook for a listing of courses currently available. Courses are undergraduate, graduate or postgraduate.

Credit is advanced standing based on prior studies undertaken at the University.

Credit Points, in relation to a unit in a course, means the number of points assigned to the unit as an indicator of the amount of work required in that unit. One credit point represents an average workload of four hours per week during the semester including class contact and time spent on other study associated with the unit. Credit points are used in the calculation of the amount of HECS students for which are liable.

Cross-Institutional refers to studies undertaken at one institution to satisfy part of the academic requirements of a course in which the student is currently enrolled at another institution. See 'Concurrent Study at Other Tertiary Institutions' under Enrolments in this section of the Handbook.

Discipline means a field of study in which a number of units are offered.

Elective Unit means any unit which is listed in the Register.

*Enrolment***,** see 'Finalisation of Enrolment under Enrolment' in this section of the Handbook.

Exclusion, see 'Exclusion from Studies' under Academic Progress in this section of the Handbook.

Faculty Warning is a warning issued by a Faculty Board of Studies to a student whose progress is considered to be unsatisfactory. If the Faculty Board believes that the student's academic progress continues to be unsatisfactory it may issue a direction to Show Cause.

Full-time/Part-time means a student studying at the University is defined as a full-time student for a particular semester if the study program for that semester includes units to the value of nine credit points or more. Students with fewer credit points are defined as part-time. Full-time/Part-time is not a reflection of the time of day classes are held. Please note that AUSTUDY base their eligibility requirements on a student's HECS load and not on the total credit points of the study program.

Grade Point Average is an overall measure of academic achievement for a group of units and/or students, in which each unit result is given a grade point value (P = 4, CR = 5, DI = 6, HD = 7) and these values are averaged over the relevant units and/or students. (For details refer to Academic Board Resolution 96/7/24).

Graduate Courses are courses that are graduate in time but not in content, that is, undertaken after a bachelor degree but in a different field of study to the bachelor degree.

Major (a major sequence of units) means a set of sequential or related units, typically of at least 18 credit points with at least three credit points of at least level 3/6, and which may be required or approved as part of the academic requirements of a course.

Postgraduate Courses are courses that are graduate in time and content, that is undertaken after a bachelor degree and in the same field of study as the bachelor degree. In some cases appropriate work experience may also be required.

Quota Unit is a unit requiring permission to enrol from a lecturer-in-charge of that unit.

Register means the Register of Courses established under the *Courses of Study Rules* 1980 and includes the particulars of each course determined by University Council and descriptions of each unit approved by Academic Board.

Semester means a fifteen week period of instruction including a two week class free period. A three-week period of formal examination sessions follows each semester.

Semester Level, designated by arabic script, for example, 1, 1/2, 2, 3, 3/6, 7/8 indicates the level of difficulty of undergraduate units, and represents the semester in which a full-time student is likely to take a unit.

Show Cause is a direction, given by a Faculty Board under the Academic Progress Rules, that a student whose academic progress is found to be unsatisfactory should show cause why they should be permitted to continue their studies.

Status is advanced standing based on prior studies not undertaken at the University.

Study Program, in relation to a student admitted to a course, means the program in which the student is authorised to undertake the course and may include a program relating to a part only of that course, eg, a semester study program.

Theses

(a) Masters degree theses

A masters degree thesis shall

- display a sound knowledge of the field of the thesis including recent contributions to that field; and
- include a substantial critical review of the field.

A masters degree thesis may or may not include an original contribution. There are three types of masters thesis:

- Type 1 Thesis (Masters by Research) involves 100 per cent of the overall credit point value of the degree being devoted to a research project and thesis.
- Type 2 Thesis (Masters by Research) is the result of a Masters by Research course which involves a combination of coursework and thesis where 66 per cent or more of the overall credit point value of the degree is devoted to a research project and thesis.
- Type 3 Thesis (Masters by Coursework) is the result of a Masters by Coursework course which involves a combination of coursework and thesis where the research and thesis, or project component, will comprise less than 66 per cent of the degree program.

(b) PhD Thesis

A PhD thesis involves 100 per cent of the overall credit point value of the degree being devoted to a research project and thesis. A PhD thesis must make a distinct and significant contribution to knowledge or understanding in the area of the research and/or to the application of knowledge to the analysis of problems in the study area; and must afford evidence of originality shown either by the discovery of new facts or by the exercise of independent critical thinking.

(c) Professional Doctorate Thesis

A Professional Doctorate thesis or its equivalent in another medium occupies 66 per cent or more of the overall credit point value of the degree. A professional doctorate thesis or its equivalent in another medium must demonstrate a knowledge and understanding of its area of investigation comparable to a PhD. It must afford evidence of originality shown by creative work, either the discovery of new knowledge or the application of independent critical thinking to an existing body of knowledge. If the creative work is presented in a medium other than a thesis, the candidate shall also provide an explanatory treatise which

- explains the contextual and theoretical underprinning of the creative work; and
- analyses its content and/or offers reflection on its relevance in professional practice.

Undergraduate Courses are the initial types of tertiary level study and can lead to awards of Associate Diploma, Diploma and Bachelor.

Unit means a unit of study entered in the Unit Register and includes a unit of study or the equivalent undertaken by a student at another tertiary institution with the approval of the relevant Faculty Board.

Unit Level means the level of difficulty of a unit and includes

D for doctoral level;
M for masters level;
PG for postgraduate level;
G for graduate level; and
H for honours level

Undergraduate units do not have the level specified, see *Semester Level*.

Variation of Academic Requirements is a process whereby students may vary the Academic Requirements of their course of study with the approval of the appropriate Faculty Board of Studies and notification by the Registrar.

University of Canberra, AUSTRALIA

1997 HANDBOOK

General Information for Students

Advice and Information

Students seeking advice on academic matters should approach relevant members of Faculty staff such as the Executive Officer/Assistant, their course adviser or other designated members of the academic staff.

Student Administration

Students seeking advice on administrative matters relating to such things as admission procedures, enrolment requirements, registration of a study program or liability for HECS payments, should seek advice initially from the Student Administration Enquiries Desk. If necessary, enquiries will then be referred to appropriate staff in the administration, or administrative staff in the Faculties.

Location: Level B, Building 1

Enquiries: (06) 201 2225

Graduate Studies Office

The Graduate Studies Office provides up-to-date and authoritative information relating to the policy and procedures governing postgraduate study at the University.

The Office receives applications for admission to postgraduate courses and enrolment and academic progress requests from Australian citizens, and administers the progress and examination of doctoral students.

Policy documents, a guide for postgraduates and information sheets on individual processes, like requirements of a thesis and the examination procedure, are available from the Office.

The University's undergraduate and postgraduate Australian scholarships program is also administered by this Office. For more information on scholarships available to permanent residents, see "Bursaries and Scholarships".

Location: Level B, Building 1 Student Administration

Enquiries: Telephone: 616 201 2154/2085, facsimile: 616 201 5439,

e-mail: mmc@adminserver.canberra.edu.au

For the purposes of the *Freedom of Information Act* 1982, requests for access to documents under the *Freedom of Information Act* should be directed in the first instance to the Deputy Vice-Chancellor (Administration).

Cancellation of Units

The University reserves the right to withdraw a unit of study indicated as available in a particular semester if the number of students enrolled for that unit in that semester is insufficient to justify its presentation, or if other circumstances make effective presentation impracticable.

Cashier's Office

The Cashier's Office is located in Room 1B103, level B of Building 1 in the University Accounts Section (near the Student Administration Enquiries Desk). The normal opening hours are Monday to Friday 9.00am to 4.30pm, except for Orientation Week in each semester when the hours are 8.30am to 4.30pm.

Common class-free period

There will be a common class-free period during semesters, from 12.30pm to 2.30pm each Wednesday. This allows staff and student activities such as cultural events, addresses, public lectures and seminars and similar functions to be held during that time.

Complaints and Grievances

The University encourages students to resolve any difficulties as early as possible by discussion with the other party. If the matter is not resolved, the following procedures apply:

Procedures for Review of Unit Results are described in the section on Academic Progress.

Procedures for Complaints about Sexual Harassment are described later in this section.

All other matters are handled under the Student Grievance Resolution Procedures, copies of which are available from the Dean of Students, Faculty offices and Student Administration. Under these procedures, the student may ask the Dean of Students to arrange mediation and if necessary, a formal hearing.

Domestic animals/pets

The University does not allow any domestic animals or pets to be brought onto the campus, nor are they permitted in University buildings, vehicles or the student residences.

Human Research and Animal Experimentation Ethics

The University has two Ethics Committees (the Committee for Ethics in Human Research and the Committee for Ethics in Animal Experimentation) which examine and approve proposals for research involving human subjects and experiments that involve the use of vertebrate animals.

All research or teaching programs involving human or animal subjects are required to be approved by the relevant institutional ethics committee. Some units enable students to gain experience in animal dissection and experimentation. These experiences are designed to increase students' understanding of animals and their structure and function, and may be optional should a student have reasonable grounds for not wishing to participate in them. Some units may require experiments involving animals or research with human subjects for professional training. In that event the unit outline distributed in Week 1 of the semester will describe any such requirements.

Enquiries: refer to `Committees of Council' in "The University" section of this Handbook.

Insurance

The University maintains insurance policies to protect itself against a variety of risks. Students should note, though, that no general personal accident cover is held on behalf of students. Unless caused through the negligence of the University, injuries sustained by students are the students' own responsibility in respect of treatment. Accidents should be reported to the Occupational Health and Safety Office in the first instance.

Insurance cover for personal items in residences and elsewhere on campus, is the responsibility of the student, not the University.

The University does maintain some insurance to cover students while engaged in field excursions and work experience. Students will be informed of this as appropriate by the Faculties or the Careers and Employment Service.

Enquiries: Building 1, Level B, Room 101B

Telephone: (06) 201 2464

Intellectual Property

The University has established a policy to clarify the rights and obligations of the University, its staff and its students with respect to intellectual property. The policy seeks to strike an equitable and workable balance between the rights of originators and the interests of the University. The policy is publicly available on the University network.

Ownership

Enrolled students of the University own the intellectual property created by them in pursuit of their studies but the University may assert an interest where:

- generation of the property has involved substantial use of institutional resources and/or services beyond that which is ordinarily provided to students; or
- generation of the property has resulted from use of pre-existing intellectual property owned by the University; or
- the property forms part of intellectual property generated by a team of staff and students of which the student is directly or indirectly a member; or
- the property has been generated as the result of project-specific funding provided by or obtained by the University.

Where the University asserts an interest under this section ownership will be negotiated on a case by case basis in accord with the principles of the policy.

Where the University makes a claim to ownership of intellectual property generated by students the University will ensure:

- that the claim will not be allowed to interfere with the assessment of the student's academic performance; and
- that the student is treated in accord with the provisions of the policy.

Normally the University would not consider assisting a student to patent an invention or protect intellectual property created by the student unless the student assigns the intellectual property rights to the University in exchange for a proportion of the returns expected from commercialisation of the property.

The student associations act as sources of independent advice for students concerning intellectual property matters, and students are advised to seek such independent advice before they agree to undertake activities that may spawn intellectual property.

Lost Property

Mutually convenient arrangements can be made to inspect (for purposes of identification) and recover lost and/or unclaimed items handed in to the Lost Property Office. Items will generally be held for a period of six months only.

Location: Bulk Store Building (in the Maintenance Workshops area), off Wilpena Street, adjacent to the Boiler House Lecture Theatre

Telephone: (06) 201 2068

Notice Boards

Other than by post, the main channel of communication from Student Administration to the students on campus is the official Student Administration Notice Board system. The major set of notice boards is located in the level B (ground floor) lobby of Building 2 (Lecture Theatres). Students are advised to consult these notice boards frequently during semester for notices on such matters as timetable changes for classes, examination timetables, and listings of non-fail results of assessment. There is a notice board outside the graduate studies office (Building 1, Level B, Student Administration) for postgraduates and a scholarships noticeboard opposite the Cashier's Office in Building 1.

Orientation Programs

An integral part of the introduction to University life is the Orientation Program. A two-week program for overseas students is offered during the fortnight before the start of each semester. For other new and returning students a one-week orientation program is offered before first semester. Both programs include a wide variety of activities that are invaluable to new students at the University. They include discussions by students, staff and the University administration on the role of the University and individual faculties. Films, plays, displays by clubs, societies and faculties, and dances are also held. Included in the orientation are special programs for students whose first language is not English to assist them to adjust their learning styles to their new environment.

The University considers the Orientation Program an important part of the University year, and new students especially are encouraged to attend. Part-time students would benefit from attending as many activities as possible, especially the academic orientation and adjustment sessions. Orientation serves as an introduction to the University, and students and staff will be on hand to provide information on all aspects of University life.

An Orientation Program Handbook will be made available to all new students by the Students' Association and details of the academic orientation and adjustment program for overseas students will be available at the International Office.

Personal Details

A major responsibility of each student is to ensure that all information related to their involvement on campus and held by Student Administration is kept up-to-date, including addresses and telephone numbers. The importance of an emergency contact for the next-of-kin for each student is self-evident. The University cannot accept responsibility for information a student does not receive if the student has not registered their latest address with Student Administration.

Results of assessment are posted to a student's local address in Semester 1, and home address in Semester 2, unless the University is informed in writing of a different address (see Academic Progress, end-of-semester examinations).

A request for a change of name by which the student is registered on University records must be supported by appropriate documentary evidence, such as a copy of a marriage certificate or deed poll.

All of these details can be registered by a student completing a "Change of Personal Details" or "Change of Address" form available from the Student Administration Enquiries Desk located in Building 1.

Information held by the University about its students is confidential and the University is bound by the *Privacy Act* (Commonwealth) in handling this information. The University will not release information about its students to others without the permission of the student to whom the information relates unless required to do so by law.

Public Transport

Public transport to the University is provided by regular bus services from all suburbs through the Civic, Woden and Belconnen Interchange system. Bus stops are located in Bimbimbie Street. Timetables are available from the interchanges, some newsagencies, and the Students' Association. The University is also connected to the Canberra system of bicycle paths.

Quota Units

Some units have been designated by Faculty Boards as quota units. These are identified in the Descriptions of Units section of the Handbook. Students should enquire about their enrolment with lecturers in charge of these units.

Sexual Harassment

Sexual harassment, as described in the *Sex Discrimination Act* 1984, is a form of sexual discrimination which is illegal and formally opposed by the University.

The University has in place a set of procedures for dealing with complaints of sexual harassment. These procedures are designed to take account of the sensitive nature and unequal power structure which frequently characterise sexual harassment, and the consequent fears of victims about making complaints.

Initial contact should be with one of the nominated "contact persons" on campus. A list of these is available from the Dean of Students, the Equal Opportunity Office or the Health and Counselling Services. Such contact will be confidential and aimed at solving the problem rather than involving the parties in confrontation or controversy.

Smoke-free environment

The University of Canberra maintains a smoke-free environment. Smoking is not permitted in any University buildings and other structures owned or controlled by the University and in any part of the building or structure used by the University on a permanent, temporary or *ad hoc* basis. This policy covers all vehicles and other means of transport, which are owned, controlled or in use by the University. The policy is a directive from the Vice-Chancellor and is enforceable under the Regulation of Student Conduct Rules 1992.

Student Behaviour

With the Acceptance of an Offer of Place at the University students accept that they will be subject to the Statutes and Rules of the University and to the lawful directions of its officers. Under the Student Conduct Rules a student may be excluded from the University if the Student Conduct Committee is satisfied that there has been a breach of these rules. Copies of the Statutes and Rules are available for perusal at the Office of the Director of Student Administration, or the Secretariat.

Cheating, plagiarism and similar misconduct

The University of Canberra issues the following advice to its students in relation to cheating, plagiarism and similar misconduct in student work, especially in work submitted for assessment.

The advice is based on traditions of respect for knowledge, scholarship and scholars. Also, upon a conviction about the importance of educating students to have similar values and to acquire skills that will enable them to understand this heritage and begin to contribute to it.

All scholarship is based on the work of others and that debt must be explicitly acknowledged in every instance by stating from where facts, concepts and arguments are derived. Acknowledgement is appropriate whether or not an author's actual words, figures or images are quoted or whether the ideas are incorporated in the students own work in a different form.

The University will not tolerate appropriation of others' work without acknowledgment; it regards such appropriations as ethically unacceptable behaviour.

The most important function of a University education is to equip students to appreciate and practice scholarship. University degrees signify that students have attained a level of appreciation and skill acceptable to the University. It is in this context that work submitted by students must be their own. Work taken from others does not fulfil an educational function and it undermines the standards of the University. Therefore, the University cannot allow students to submit the work of others as their own.

Some examples of unacceptable conduct follow.

Plagiarism

The appropriation by reproducing, para-phrasing, summarising or otherwise presenting them in altered form, of another person's ideas or arguments without acknowledgment.

Plagiarism includes submitting work prepared by another author, including another student, as one's own.

Fake claims on work done

Only sources actually consulted should be included in references. Where they have been found in others' work the actual source read should be cited not the original work.

Others forms of deception and dishonesty

The breaking of any rules about which notes, books or other unauthorised materials may be taken into an examination is a form of cheating and is unacceptable. Students in any doubt about examination rules should inquire of their lecturers or examination supervisors.

The University regards cheating, which includes plagiarism, making false claims and other forms of dishonesty, as a serious academic offence. A severe penalty will be imposed on anyone found guilty of such conduct.

Penalties

The Student Conduct Statute 1992 defines examination to mean any task required to be undertaken by a student for the assessment of the student's performance in a unit of study.

The Misconduct in Examination Rules 1992 define misconduct to include

(a)
cheating: and

(b)
plagiarism; and

(c)
reproducing in, or submitting for assessment for, any examination the work of another person, whether in whole or in part and whether with or without the knowledge of the other person; and

(d)
except with the approval of a Dean of the Faculty that administers, or the Deans of the faculties that jointly administer, a unit of study, submitting for an examination any work previously submitted for an examination relating to that unit; and

(e)
failing to comply with the University's instructions to students in relation to an examination; and

(f)
acting, or assisting another person to act, dishonestly in, or in connection with, an examination.

Evidence of misconduct in an examination will be taken into account by the member or members of staff responsible for the assessment of any work submitted to the University. It is the view of the University that a piece of work in relation to which misconduct has occurred should be failed and that failure in the unit may also be appropriate.

The relevant Dean of the Faculty will be informed and, under rule 9 of the misconduct in Examination Rules 1992, the Dean will call the student in for an informal discussion, counselling and warning. If it appears that further action is necessary, the Dean will either recommend to the Faculty Board that the student be failed in the unit or decide that formal action should be taken at a Summary Inquiry under rule 11 of the Misconduct in Examination Rules.

Action under rule 11 of the Misconduct in Examination Rules is appropriate when, in the opinion of the Dean, the alleged offence is aggravated by repetition or by indication of a systematic attempt to deceive the examiners.

The Dean of Students, the Students' Association and CUPA are available to advise students who are concerned with possible breaches of the rules.

(Academic Board Resolution AB92/6/3).

Student Identification Card

Each student on campus is issued with a student registration number which is used to identify each student uniquely for the processing of certain student information. For example, changes to a semester program or to personal details, the borrowing of books and other materials from the Library, sitting for formal examinations, and the use of Computer Services Centre and Curriculum Resources Centre facilities are all dependent on a student's proof of identification. For these and other purposes students are required to carry a valid, up-to-date identification card while on campus. Failure to produce a valid student identity card may result in a student being excluded from an examination.

The identification card is produced in New Student Enrolment Week for new students in each semester. The card is valid for a period of one year. Continuing students have their cards updated each year. The issue of cards is undertaken by University staff and will be performed only on the proof of payment of the Registration and Acceptance fee as indicated by a valid fee receipt.

The procedure for issuing cards to new students is conveyed to them with the Offer of Place in their New Student Enrolment Pack. The procedure for updating cards for continuing students will be conveyed to them in the Vital Information Booklet posted with their Statement of Results.

A lost or damaged identity card can be replaced by completing the appropriate form at the Student Administration Enquiries Desk and submitting payment of the appropriate fee at the Accounts Office in Building 1.

Student Membership of University Committees

Student representatives are elected each year to the University Council and to the Academic Board, Faculty Boards of Study, the Admissions Committee and other University committees as determined from time to time.

Student members are elected to hold office for the period of one year, but generally are eligible for re-election.

Subject to confirmation, elections of student members of the University Council and of the other University Boards and Committees will usually be held in September. Notices calling for nominations will be posted in prominent positions around the University during August.

University of Canberra, AUSTRALIA

1997 HANDBOOK

Admission Procedures

The Admission Procedures are established by the Academic Board. The Admissions Committee, a sub-committee of Academic Board, considers applications for admission to undergraduate, graduate and some postgraduate courses using the Admission Rules and Procedures as its terms of reference. The Admission Rules are made by the University Council under the Admissions Statute.

Admission Requirements - Undergraduate Courses

Applicants may be considered admissible to an undergraduate course at the University if they can satisfy the Academic Board that they have a reasonable likelihood of success in that course at the University.

The current requirements are set out below, but if *further information and advice on any aspect of admission is necessary, you should contact the Admissions Office, telephone*

(06) 201 2596. Authoritative information can be given in writing only by the Registrar. The University will not accept responsibility for any consequences that may result if advice is sought from any other source.

Eligibility for admission to the University does not guarantee an offer of a place in a particular course.

Australian secondary studies

Current NSW HSC and ACT Year 12

If you are a current NSW HSC or ACT year 12 applicant assessment of admissibility will be based on your TER.

Previous NSW HSC and ACT Year 12

If you have previously completed an ACT year 12 tertiary package, a NSW HSC or Leaving Certificate (after 1960), you will be considered for admission on the basis of a standardised score provided to the University by the Universities Admission Centre.

Interstate Year 12

Applicants from other states should have reached a level deemed to be broadly comparable to that required of either ACT secondary college or NSW HSC candidates.

Access Scheme

As part of the University of Canberra's commitment to equity in access to university education, the Access Scheme assists immediate and recent school leavers of good academic potential whose education has been disrupted or disadvantaged and who, consequently, may not gain entrance to the degree course of their choice.

Examples of the types of education disadvantage include personal illness, trauma or physical disability, family problems, language difficulties, or inadequate or difficult home study conditions.

Some places have been set aside in each Faculty for students admitted under this Scheme. Also an adjustment may be made to the tertiary entrance ranks of eligible applicants, who then compete on academic merit for the places available. Offers of place will be notified at the same time as the UAC offers in late January and early February.

To be eligible under this scheme, applicants need to be

(a) attempting or have attempted Year 12 examinations or assessment in NSW or in another State, and have no subsequent university enrolment; and

(b) citizens or permanent residents of Australia.

For admission through the Access Scheme, it is necessary to complete the following steps:

1. Apply by the closing date for general admission through the Universities Admissions Centre (UAC), including at least one preference for a degree course at the University of Canberra.
2. Complete a University of Canberra Access Scheme application form which is available from the school principal, careers adviser or school counsellor, or can be obtained by telephoning the Admissions Office on (06) 201 2596.

Only applications that have school support will be considered under the Scheme. The closing date for applications under the Access Scheme is 29 November. All forms should be returned to: The Admissions Office, University of Canberra, PO Box 1, Belconnen, ACT 2616.

Previous Australian tertiary studies

You will be considered for admission if you have been admitted to, and achieved a reasonable rate of progress at, any Australian university or in any nationally accredited course at any nationally accredited higher education institution in Australia.

Admission will be on the basis of the qualification scoring the highest rank until such a time that the applicant has tertiary studies equivalent to two years' full-time duration. From that time, precedence will be given to tertiary qualification rankings. That is, applicants will not be able to revert to their higher secondary studies as a means of admission. In some cases, however, other qualifications obtained subsequent to tertiary studies may be considered ahead of the tertiary qualification ranking if they generate a higher ranking.

Exclusion: If you have previously been excluded from a tertiary institution you must provide a detailed supporting statement directly to the University outlining reasons for such exclusion and why you believe you will be more successful in future studies if admitted.

In general, applicants who have been excluded will not be admitted unless they have demonstrated academic rehabilitation by successfully completing relevant subjects at TAFE or elsewhere, following exclusion.

Previous University of Canberra (UC) students

Students applying to return after an absence:

If you were enrolled at UC (or the CCAE) in previous years but have withdrawn from the course, you must apply to return to this University through UAC if you wish to enrol in any undergraduate course except for the Human Resource Development courses, and the Education and Nursing degree conversion courses.

Students currently enrolled at University of Canberra

If you are currently enrolled at UC until the end of semester 2, and wish to apply for admission to another UC course, you must apply directly to UC by the closing date, usually 1 October.

Other Applicants

If you are not a school leaver you should be aware that in order to be considered for a place in an undergraduate degree program you will have to compete with other non-school leavers for selection on the basis of your qualifications.

In some cases, it may be possible to gain admission on the basis of substantial work experience. Documentary evidence of such employment (for example, letter from employer detailing duration of employment, category of position and the types of duties performed) must accompany your UAC application if you want it taken into account.

Applicants will be considered if they

(i) have reached a level regarded by the Admissions Committee to be broadly comparable to that required of ACT secondary college candidates; or

(ii) have satisfied the requirements for a degree or equivalent award, as approved by Academic Board; or

(iii) have been admitted to, and achieved, a reasonable rate of progress at any Australian university or institution regarded by the Admissions Committee as comparable to an Australian university;

(iv) are Aborigines and Torres Strait Islanders who have passed the University of Canberra's Foundation Program for Aborigines and Torres Strait Islanders and who do not meet other normal University entrance requirements.

(v) Applicants who have not successfully completed twelve years of schooling and who are 21 years old by 1 March of the academic year for which they are applying for admission may be considered under one of the following schemes:

  (a) Abridged Year 12 Programs

  - ACT applicants must complete three tertiary accredited Year 12 coursesincluding English and obtain a Year 12 Certificate in one year.
  - NSW applicants must complete between five and nine HSC units of study including English in one year.

  (b) University Preparation Scheme (conducted through the Centre for Continuing Education at the Australian National University). This program is designed to prepare mature age students in the various skills they will need in their proposed courses. Essays, tutorial presentations and numeracy are formally assessed, and a participation grade is also given. In addition, candidates may sit the Special Tertiary Admissions Test if they wish to do so (see details below).

  For more information, telephone the Centre for Continuing Education on (06) 249 2892 or the University of Canberra Admissions Office on (06) 201 2596.

  (c) Canberra Institute of Technology Pre-Tertiary Studies Certificate. Applicants must satisfactorily complete three out of the four available subjects, including English; for more information, telephone the Canberra Institute of Technology on (06) 207 4960; or

  (d) Special Tertiary Admissions Test (STAT). UC encourages all applicants who have not completed Year 12 and have not previously undertaken any appropriate study to sit the STAT. If you have been excluded from tertiary studies during the past two years, you are ineligible to apply through this scheme. Dates on which this test will be conducted are notified in the Universities Admission Centre (UAC) Guide each year.

  (e) Successful completion of an approved pre-tertiary studies course conducted by a NSW or any other Australian state TAFE institution.

Although it is possible to gain admission to the University of Canberra using the results gained in the Special Tertiary Admissions Test, experience has shown that students who undertake tertiary preparatory programs, such as the Certificate in Pre-Tertiary Studies or the University Preparation Scheme, appear to have a higher rate of success in first year studies than those who do not.

Conditional Admission

If, in the opinion of the Admissions Committee on behalf of Academic Board, there is some concern about the likelihood of success of an applicant should he or she be admitted to a course at the University, conditional admission may be given. A note to this effect will be printed on the Offer of Admission letter.

Assumed Knowledge

It will be assumed that applicants have attained a level of competence in English suitable for tertiary studies. In addition, some courses assume that applicants will have achieved satisfactory levels in particular subjects. Refer to Faculty entries for further details.

Overseas Qualifications

Applicants with overseas qualifications will be considered. Qualifications must be translated if they are in a foreign language. Applicants with overseas qualifications may have to demonstrate proficiency in the English language.

Proficiency in English

You do not have to provide proof of proficiency in English:

(a) if you were born in and have undertaken at least one of your qualifications at a satisfactory level of performance in: Australia, Canada, Fiji, Ireland, Kenya, New Zealand, Papua New Guinea, Singapore, Solomon Islands, South Africa, United Kingdom (including Northern Ireland), United States of America, Western Samoa or Zambia, AND the medium in which you undertook this qualification was English;

(b) if you were not born in one of the countries listed above BUT you have undertaken senior secondary study or at least one year of full-time tertiary study at advanced certificate level or higher in one of these countries AND the medium in which you undertook this qualification was English.

You must provide proof of your proficiency in English:

(a) if you have undertaken ALL of your qualifications in: Australia, Canada, Fiji, Ireland, Kenya, New Zealand, Papua New Guinea, Singapore, Solomon Islands, South Africa, United Kingdom (including Northern Ireland), United States of America, Western Samoa or Zambia AND the medium in which you undertook ALL of your qualifications was not English. This requirement applies even if you studied one or two subjects in English;

(b) if you have undertaken ALL of your qualifications in a country other than those listed above, and even if the medium in which you undertook your studies was English.

Applicants may satisfy the University of their competence in English by:

(a) scoring 550 or better in a TOEFL test, with 4.5 in the Test of Written English (TWE) component; or

(b) obtaining an overall band score of 6.5 or better under the International English Language Testing System (IELTS). The IELTS may be undertaken at the University of Canberra (a fee applies); or

(c) passing the Cambridge Certificate of Proficiency in English conducted by the ACT Institute of TAFE; or

(d) scoring 75 or better in the Combined Universities Language Test (CULT);

(e) at least successful completion of an advanced certificate of at least 2 years full-time equivalent at an Australian TAFE; or

(f) at least the full-time equivalent of 2 years of successful tertiary study in a non-science area at an overseas institution where the medium of instruction is English.

Admission Requirements - Graduate Courses

The requirement for admission to any graduate course of the University is possession of a degree or an award that in the opinion of Academic Board is the equivalent of a degree conferred by a tertiary institution recognised by Academic Board, provided that the qualification has been gained in a suitable area of study. Academic Board may, however, admit such other persons who, in the Board's opinion, have achieved a combination of sufficient professional experience and status in a relevant field and sufficient academic qualifications to enable them to undertake a proposed course of study with a reasonable likelihood of success.

Applicants should provide originals, or certified copies, of all their documents, or it may not be possible to process their applications for admission.

The University Higher Degrees and Scholarships Committee of the Academic Board is responsible for monitoring the administration of masters courses by research and is responsible for the administration of doctoral degree courses, subject to guidelines and procedures laid down by Academic Board and to the legislation of the University.

Intending applicants for research degrees may wish to discuss their research interests with the relevant Faculty prior to submitting an application for admission.

Masters Degree by Research

An applicant seeking admission to a masters degree by research program shall

- have achieved above average performance in a bachelor degree or in an award deemed to be its equivalent;
- meet any other academic requirements such as bridging studies;
- have had such practical or work experience as is specified by the Faculty concerned for admission to a particular program and published in the Handbook.

The policy of the University is to limit entry to those individuals whose academic background and experience indicates that they are likely to profit from the learning experiences involved and to complete the program.

Although the University does not offer masters qualifying courses, in some cases it provides a postgraduate diploma course which is designed as the entry point for a masters degree by research program. In these and other instances, the University may also provide graduate diplomas or bridging programs. These are intended to facilitate entry for international candidates or candidates whose initial tertiary qualifications are in a field other than that of the masters degree program concerned.

Where an applicant does not hold the necessary formal qualifications but

- holds a senior professional appointment; or
- has had a substantial period of suitable work experience and whose career may have included substantial short course training in an appropriate field;

the applicant may, on a case-by-case basis, be granted special entry by the Admissions Committee, in accordance with the Admission Rules.

The University offers degrees of master by research only, or by a combination of coursework and thesis.

Refer to the section on Definition of University Terms for details of thesis types and academic requirements.

Professional Doctorate Degree

Applicants seeking admission to a professional doctorate program normally shall

- have a degree of bachelor in the relevant professional field and five years professional practice in a relevant field; and
- provide evidence of

  (i) capacity for specialised coursework at doctorate level; and

  (ii) superior professional performance both intellectually and technically in the chosen field.

Special requirements for admission of an applicant to a professional doctorate program will vary depending upon the patterns of professional education applicable to the Faculty and will form part of the accreditation document for the course. The Faculty administering a professional doctorate program is responsible for recommending to the University Higher Degrees and Scholarships Committee any additional conditions of admission for a particular candidate.

Doctor of Philosophy (PhD) Degree

Applicants seeking admission to a PhD program shall

- have a degree of bachelor with first or upper second class honours awarded by an Australian university or other recognised higher education institution; and
- provide evidence of research training and aptitude for research.

An applicant seeking admission to a PhD program who does not satisfy the requirements given above shall not be admitted to the program unless the University Higher Degrees and Scholarships Committee is satisfied that the applicant holds an award or has completed work that has honours equivalence as specified; and has attained significant research ability and professional performance in accordance. Further information on honours equivalence is available from the Faculty.

When an application for candidature is being considered by a Faculty, the degree on the basis of which any particular application is being made for admission to the doctoral degree course must be in a field of study which is regarded by the Faculty concerned as appropriate.

Special requirements for admission to a doctoral degree course that relate to a particular field of research may also apply. Such requirements may include a requirement for relevant professional experience.

Where an applicant is seeking admission to a PhD program on the basis of honours equivalence, the University Higher Degrees and Scholarships Committee, on the recommendation of the Dean of the relevant Faculty, shall determine whether the applicant has attained

- significant research ability - on the basis of evidence of research training and a significant research output demonstrated, for example, by the applicant's publications record; and
- significant professional performance - on the basis of evidence that the applicant had been required to work independently, exercising independent judgement.

Other Admission Information

Excluded Students

Applicants who have met the admission requirements set out above but who have been excluded from a course of study at this University or another tertiary institution will be required to satisfy the Admissions Committee, or the University Higher Degrees and Scholarships Committee, as appropriate, that they have an improved likelihood of success if they wish to be considered for the same or another course of study. Such applicants should set out their reasons in a letter accompanying their application form.

Non-Award Studies

The University has the following arrangements for non-award studies.

Cross-Institutional

Students wishing to complete an award course of another institution should apply for the "Cross Institutional Studies Program", providing a copy of the recommended units from the Registrar of their home institution. Students in this category of non-award studies incur a HECS liability.

Non-Award - (Examinable)

Students taking units towards a professional qualification or for career improvement should apply for "Non-Award Studies (Examinable)", and attach a detailed statement including a list of the units they are proposing to take at this University. Notification of the University's approval will accompany a subsequent Offer of Place.

Non-Award - (Non-Assessment)

People wishing to take individual units for interest only should apply for "Non-Award Studies (Non-Assessment)" and attach a detailed statement including the unit or units they wish to take in the coming semester and their reasons for doing so. Units taken in this category will not be assessed on a Pass/Fail basis and will not be considered as status or credit towards any award of the University. Enrolment will be for one semester only, unless the original Offer of Place package contained specific permission allowing the student to register for a future semester.

Commonwealth legislation states that Non-Award (Examinable) and Non-Award (Non-Assessment) students must pay fees at least equivalent to the amount of HECS that would accrue if they were in an award course. The fee in 1997 will be $425 per credit point.

International Students

The University offers full-fee paying courses to international applicants. Persons interested in undergraduate and graduate level courses should request an "Application for Admission for Full-fee Paying International Students" form from the International Office at the University. Proof of educational qualifications such as certified copies with translations and English language competence should be submitted as early as possible.

For further information about admission to University courses for international students, see the section titled "International Office" in the University section of this Handbook.

Applying for Admission

Undergraduate and graduate courses

The University is a member of the NSW and ACT Universities Admissions Centre (UAC). Applications for admission to undergraduate courses (see exceptions below) should be directed to:

UAC
Locked Bag 500
Lidcombe NSW 2141

Applications must be received by 6pm on the last Friday in September. A late processing charge of $60 will be applied after that date until 31 October. Late applications will be received until mid December with increases to the late fee.

Applicants for the University of Canberra Access Scheme should lodge with the University a separate Access Scheme application by end of November.

Exceptions

Applicants in one of the categories below should apply directly to the University of Canberra. Forms can be obtained from the Student Administration Enquiries Desk in Building 1 at the University or by writing to the Director, Student Administration.

- Full fee paying international students (not immediate school leavers);
- Aboriginal and Torres Strait Islander applicants;
- University of Canberra internal transfers;
- Applications for cross-institutional studies, non-award studies, Human Resource Development and Conversion (Education and Nursing) courses;
- Applicants for graduate and postgraduate courses.

For admission in Semester 1, 1997, preferential consideration will be given to applications lodged with Director, Student Administration before 1 October 1996. A late processing charge of $60 may be applied after that date. Offers of Place are subject to the number of vacancies and restrictions on the number of course choices will apply.

Where possible, applicants should attach a certified copy of evidence of academic qualifications on which eligibility for admission will be determined. Students seeking admission on the basis of examination results which will not be available until after the due date should still submit the application by that date and forward a copy of the results concerned as soon as they are obtained. Applicants for graduate courses should submit their latest transcript of academic record in addition to all other relevant documents (including certified copies of testamurs).

Higher Degrees by Research

An applicant shall

- complete and sign the appropriate Application for Admission form;
- complete a research proposal or draft proposal or description of the desired area of research and;
- obtain certified copies of academic qualifications;
- obtain supporting documentation, including names of academic referees; and
- if the applicant is a member of the University staff -- prepare a statement, endorsed by the Dean of the relevant Faculty, outlining the reasons why the applicant wishes to undertake the degree within the University;
- obtain any other information requested by the relevant Faculty.

Time of lodgment

The documents listed above should be lodged

for masters by research and professional doctorate applications

by 1 October of the year preceding the year of commencement (which is the 'on- time' closing date for applications according to the University's admissions period);

for PhD applicants

- if accompanied by a scholarship application - by 1 October of the year preceding the year of commencement;
- not accompanied by a scholarship application - at any time during the year.

Place of lodgment

The documents listed above should be lodged

- with Student Administration if the applicant is an Australian or New Zealand citizen or permanent resident; or
- with the International Office if the applicant is to be enrolled as a full fee-paying overseas student.

Research Proposal

It is preferable to have a full research proposal accompany an application for admission. However, if this is not possible, it is important that enough information about the research proposal is provided initially to enable the nature of the topic to be assessed and for appropriate supervision to be considered.

A research candidate who will not be undertaking coursework as part of their program has six months from commencement (or its part-time equivalent) to finalise the research proposal (including approval process). The minimum requirement however, is that a preliminary research proposal should accompany the application.

A candidate who will be undertaking coursework as part of their program must finalise the research proposal (including approval process) before the research phase commences although a statement of the field of study in which the research is to be carried out must accompany the application.

The research proposal should

- describe the proposed area of research and methodology; and

  describe, as far as practicable, the general nature of the research to be pursued, including expected resources and conditions required to complete the research (eg, field trips, specialised computer software);
- demonstrate the competence of the applicant to undertake research at a masters or doctoral level in the field to which the proposal relates by reference to either or both of the following

  (i) the educational and any professional achievements of the applicant;

  (ii) substantial publications by the applicant in recognised, refereed journals, texts, conference papers;
- be consistent with the following guidelines:
the aims of the study have been realistically assessed and well defined;
the methods proposed are appropriate and ready for immediate application;
research skills that will need to be acquired have been identified;
the facilities and conditions expected to complete the research have been clarified with the Faculty; and
the project budget has been thoroughly costed and the outcomes have been clearly defined.

Graduate and Postgraduate Level Courses - Fee paying

The University will fill its quota of DEETYA funded places on merit, as in the past. However, those who meet the academic requirements but have missed out on a place through competitive ranking, will be given the opportunity to enrol in the course through a fee paying scheme.

In 1997, the fees for these "above quota" places will be set at 80 per cent of the full-fee rate for the course, with the fee level determined by the credit point level and number of units studied. Further information is available from Student Administration.

Some courses, identified in the listing of course options for 1997, are offered only as full-fee paying courses. Information on the level of fees applying is available from the Faculty offering the course.

Semester 2 Intake

There is usually no second semester intake for most courses; enquiries, however, may be directed to Student Administration. The closing date for applications to begin study in Semester 2 is 1 June.

Offer of Place

Applicants who have been selected to undertake a University course will receive an Offer of Place in that course. The Offer of Place will indicate the expiry date by which the offer must be accepted.

Acceptance of Offer

Any person accepting an Offer of Place in a course is required to accept by the expiry date and to pay an acceptance fee determined by Council and detailed on the Offer of Place.

If enrolment is not completed, the University of Canberra's current policy on fee refunds allows for a refund of the acceptance fee less a cancellation charge. Applications for a refund of the acceptance fee must be forwarded before the HECS Census date each semester. On the completion of enrolment, the money paid as the acceptance fee is converted to the Amenities & Services and Students Association Membership Fee paid by all students on campus each semester. See information on Registration Fee and Charges.

Deferment of Initial Enrolment

No deferment of a course of studies will be granted to an applicant who has not yet commenced studies in that course at the University. The only exception will be those applicants who, upon accepting their Offer of Place, provide evidence of their acceptance into the Ready Reserve Program.

Further Information

Persons seeking further information concerning admission should contact the Student Administration Enquiries Desk, telephone (06) 201 2225, or write to the Director, Student Administration, PO Box 1, Belconnen, ACT 2616.

Specific queries on particular courses should be directed to the Executive Assistant/Officer/Administrative Assistant of the Faculty which offers the course concerned.

Register of Course Articulation between University of Canberra and the Canberra Institute of Technology

Students who have completed certain Associate Diploma courses from the Canberra Institute of Technology (formerly ACT Institute of TAFE) may be granted advanced standing towards nominated University of Canberra degree courses.

The granting of advanced standing may depend on the electives or units successfully completed in an Associate Diploma. Advanced standing may be granted as well on a unit-by-unit basis. As this process is currently under review, further details must be obtained from the Executive Officer/Assistant of the relevant Faculty.

University of Canberra, AUSTRALIA

1997 HANDBOOK

Enrolment Procedures

New Students

Students will receive enrolment information with their Offer of Place. This information will contain instructions on how to complete enrolment. In brief, this covers discussion of a study program with the student's course adviser, submission of a year's study program to Student Administration, registration in relevant tutorials and laboratory sessions, completion of details related to the Higher Education Contribution Scheme (HECS) and the production of a University student identification card. It is necessary to register units for both Semesters 1 and 2.

Continuing Students

Each year, all students on campus, together with those returning from deferment, should register a study program for Semesters 1 and 2. The registration form, and a listing of all the units available in the various faculties, together with other general information on whom to contact with specific queries on re-enrolment, will be available from the Student Administration Enquiries Desk in Building 1. Confirmation of the registration of a semester 2 program will be contained in a Statement of Results that will be mailed to the student's local address at the end of Semester 1. Students may also confirm their enrolment by visiting Student Administration. All students receive a confirmation of enrolment letter and a HECS liability notice during each semester which confirms the student's enrolment for the current semester.

Students not qualified for re-enrolment are those undertaking studies in Non-Award (Non-Assessment), Non-Award (Examinable) courses (unless the original Offer of Place package contained specific permission allowing the student to register for a future semester), students who have voluntarily withdrawn from their course, students who have been excluded and students whose course completion has been certified by the appropriate Faculty Board. Any student in one of these groups who wishes to pursue further study at the University will need to seek readmission by lodging an application for admission as detailed in this Handbook.

Honours Students

Students wishing to undertake honours level studies should, in the first instance, consult with the Executive Assistant/ Officer of their Faculty, or the Student Administration Enquiries Desk.

The University offers two forms of honours level studies:

(a)
A bachelor honours degree may be awarded following the completion of a one year stand-alone bachelor honours degree course. Such courses are only available for students who have completed a three year bachelor pass degree in a similar field of study. The course would predominantly be spent on research or on a project.

(b)
A degree with honours may be awarded following the completion of a four year or longer course, or a graduate bachelor degree course, to a student who has shown outstanding performance from an early stage of the course and who has undertaken a more demanding academic program than that required of a student undertaking the course as leading to a pass degree.

Students seeking to undertake studies described in category (a) above need to lodge an application for admission to honours level studies by the closing dates specified by Academic Board. If an Offer of Place in an honours degree program is made by the University the successful students should accept the offer and register a study program according to the procedures for new students described in the section on Enrolment.

The procedures for awarding honours in category (b) programs are administered by the relevant Faculty.

Masters Degree and Doctoral Students

Students enrolled for masters degree and doctoral degree courses, *including those undertaking their programs by thesis only*, should note that they must have a study program registered and pay the Amenities and Services/CUPA membership fees by the due dates for each semester of their course. Students accepted for candidature for doctoral programs and masters degrees by research will be sent a guide to postgraduate study at the University of Canberra. For further information contact the Graduate Studies Office in Student Administration.

Course Advice

The selection of a particular study program in relation to a course is the responsibility of the student concerned. University policy distinguishes two distinct areas in the process of this selection, namely course advice and course approval. Course advice includes information available from many sources on which the student makes choices about a course of study and selects options which may exist within it. Course approval means the formal confirmation that successful completion of a particular program of study has satisfied, or will satisfy, the academic requirements for a particular award. A student may seek an approved study program from the Dean of Faculty administering his/her course.

A student is admitted to a course of study. At the time of initial enrolment, the student can request from the Faculty concerned a statement that gives details of the requirements of that particular course. This Determination of Course Particulars constitutes the principal advice of the requirements of the course.

This Handbook is the principal collection of information of importance to potential and continuing students. Supplementary information may be authorised by either the Registrar or Academic Board and issued by Student Administration or by particular Faculties.

Course Approval

Responsibility for course approval rests with the Dean of Faculty responsible for the particular course. A student who has been admitted to a course and who wishes to determine that a particular study program would, when successfully completed, satisfy the academic requirements of an award of the course, may submit such a request in writing to the appropriate Dean of Faculty (or delegate). Any study program subsequently approved by the Dean of Faculty (or delegate) is dependent on the student maintaining continuity of studies (inclusive of approved periods of deferment) and pursuing the approved program with due regard to matters such as unit prerequisites. In the event of changes in unit availability a student may find it necessary to submit a revised study program for approval.

It should be noted that approval for registering in particular units does not constitute approval to count the unit or units as part of an approved study program.

Concurrent Study at Other Tertiary Institutions

Students admitted to a course at the University may be permitted to include in their course certain units offered by the Australian National University or other tertiary institutions subject to the following conditions.

Firstly, the student must apply and be acceptable to the other institution under its general requirements for admission and for entry to the particular unit or units to be taken. Secondly, the student must have the prior approval of this University, which will normally be given only for study in subject areas which are not available within the University.

Students who are currently enrolled, postponed or deferred and who wish to undertake concurrent studies at another institution should, in the first instance, consult their Dean of Faculty. The Dean of Faculty responsible for the course concerned may recommend to the Faculty Board that approval be granted for the student to vary his/her course requirements to include the appropriate unit or units from the other institution.

The Registrar will notify the student in writing of the decision of Faculty Board.

On completion of each stage of the studies involved at the other institution, it is the responsibility of the student to notify the Registrar of the outcome of assessment for the unit or units taken for the appropriate recognition to be given towards the award of their course at the University of Canberra.

Finalisation of Enrolment

The University requires all students to finalise their enrolment before the first teaching week of Semester 1, and by the end of week 1 in Semester 2. Finalisation of enrolment entails:

(i)
payment of the Amenities and Services/SA or CUPA membership fee; and

(ii)
registration of a study program for the academic year comprising one or more units for each semester (for Semester 1 not later than the last working day in January for continuing students); and

(iii)
confirmation of tutorial, workshop, seminar, laboratory classes for each unit as appropriate; and

(iv)
registering their option intentions under the Higher Education Contribution Scheme. Note that the option already registered will be assumed to apply unless the student changes it by submitting another option form or by changing course;

(v)
payment of the HECS up-front liability, if this option is chosen, by the end of the first week of semester.

Continuing students seeking to register (or add units to) a study program for Semester 1 on or after 1 February will be liable to pay a late charge.

A student seeking to finalise enrolment by registering a study program after the commencement of semester, must obtain approval from the Dean of the Faculty or delegate in charge of the units concerned. Under these circumstances the student will also be liable to pay a late penalty charge.

A late penalty charge will be imposed on any student wishing to add units to or change units in his/her study program from the first day of semester for Semester 1. The Registrar is empowered to waive or reduce this late charge where the Dean of Faculty certifies that such an addition or change was necessary on academic grounds.

No applications to add units to a study program can be accepted after 31 March for Semester 1, or 31 August for Semester 2.

Confirming Unit Enrolment

It is vital that students ensure that they are correctly enrolled. This can be done by checking their computer record at the Student Administration Enquiries Desk in Building 1. A confirmation of enrolment letter is sent to all students during week 3 of each semester. This letter confirms a student's course, their registered units and their HECS option. The letter also indicates whether any aspect of a student's enrolment is incomplete. Note that after a certain time in the semester it is not possible to alter a student's units because of government and HECS legislative requirements.

University of Canberra, AUSTRALIA

1997 HANDBOOK

Academic Progress

Credit Points for Units

A credit point is an indicator of the amount of work required in a unit and represents a workload of about four hours per week throughout the semester for an average student. This means that a three credit point unit, for example, carries with it the expectation that twelve hours of work per week will be done by an average student in the subject throughout the semester. These twelve hours include both class contact hours and time spent on study associated with the unit. A full-time student will normally undertake a 12 credit point workload per semester.

Students are advised that their enrolment in any unit may be refused or declared invalid by the Dean of Faculty offering the course in which the student is enrolled if the student is concurrently enrolled in units totalling more than 14 credit points in any one semester. A student may seek approval from the Dean to undertake a greater load.

The relationship between the number of credit points and the workload refers to the average student. Students' work habits and capabilities vary widely, and there will inevitably be many students who choose to do more or less than the average. The provision of such a means for gauging workloads is helpful to all students, but particularly to part-time students, to avoid them being faced with excessive workloads in the later years of their courses. The use of a credit point system aims to make it easier for students to plan a workload within their ability.

Withdrawal or Change of Units

Students wishing to remove units from, or add units to, their current or future semester study programs should lodge a Change of Units form at the Student Administration Enquiries Desk. From the first day of semester until the date gazetted as the HECS census date, students may withdraw without having a financial liability under HECS. From this date, which for 1997 is 31 March for Semester 1 and 31 August for Semester 2, the University cannot alter a student's HECS liability. Therefore, it is not possible to add a unit after the census date.

However, it is possible, until 4.30pm on the last Friday of the class free period, to withdraw from a unit of a semester program and receive a result of Withdrawn (W) for that unit (though the HECS liability will remain unchanged). Where a student withdraws from a unit within the first four weeks of semester, the student's academic transcript will not reflect that unit.

After 4.30pm on the last Friday of the class free period and up to 4.30pm on the last day of classes in a semester, students withdrawing from a unit of their semester program will receive a result of Fail (N) for that unit. In the latter case a student may apply for the Fail (N) result to be converted to a Withdrawn (W) result, but only on the grounds of illness or some other valid reason. A form, Unit Withdrawal - Conversion of Fail Result, is available from the Student Administration Enquiries Desk and evidence such as a medical certificate, in support of a request for fail conversion, must be attached for consideration by the Dean of Faculty concerned. This form cannot be submitted after the last day of semester.

Year-long Units

If a student removes a year-long unit between the first and last day of Semester 1 the unit will be withdrawn from Semester 1 and deleted from Semester 2. If a student removes a year-long unit between the end of Semester 1 and the end of the class free period for Semester 2 the unit will record a KU (continuing) result for Semester 1 and a W (withdrawn) result for Semester 2. If a student removes a year-long unit between the first day following the end of the class free period for Semester 2, and the end of Semester 2 the unit will record a KU (continuing) result for Semester 1 and a Fail (NW) result for Semester 2.

Postponement/deferment

Students may voluntarily suspend studies by applying for **postponement**, which is only available to currently enrolled students (that is fees paid, units registered, HECS obligations finalised) from day 1 of the semester and permits the student to resume study in the same course in the next semester.

To apply for postponement, a student should complete the Postponement/Deferment Application Form and lodge it at the Student Administration Enquiries Desk. Students undertaking a higher degree by research course require the endorsement of the Chair of Faculty Higher Degree Committee to postpone studies.

Students who postpone their studies will have unit plans for the following semester and any other notified intentions, such as course completion, deleted from their records. The University of Canberra's current refund policy allows for a refund of the Amenities and Services Fee less a cancellation charge where notification of postponement and application for a fee refund are received before the HECS Census date for the semester.

A student returning from postponement must complete enrolment by registering a study program, lodging a HECS Payment Options form, and paying the fees and charges as appropriate by the due date. If these enrolment procedures are not completed by that date, the student will be considered as withdrawn from the course.

Students who are conditionally admitted to a course should seek advice from the Executive Assistant/Officer of the Faculty offering their course prior to applying for postponement.

Eligible students may also apply for a deferment of studies for a minimum of one complete semester, subject to Faculty approval. Doctoral students require permission from the Higher Degrees and Scholarships Committee to defer. Details are given on the Postponement/Deferment Application form.

Withdrawal from a Course

Students withdrawing from a course will be regarded as withdrawn from all units in current or future semesters. Notification of course withdrawal should be submitted on the Total Course Withdrawal form available from the Student Administration Enquiries Desk. Students who withdraw from their course will have to apply for readmission in order to continue studies at the University. The University of Canberra's current refund policy allows for a refund of the Amenities and Services Fee less a cancellation charge where notification of course withdrawal and application for a fee refund are received before the HECS Census date for the semester.

Changing to a New Course

Any student currently undertaking a course of study at the University wishing to apply for admission to another course of study should complete the Application for Admission form available from the Student Administration Enquiries Desk. Applications submitted by the due date will be given priority. Applications from current University students are considered together with all other applications for admission to that course.

Advanced Standing/Status for previous studies completed at another Institution

The granting of status in a unit is based on previously completed studies which are judged to be substantially similar in standard and content to the unit in which status is being sought. Status is equivalent to the achievement of a satisfactory pass result in the unit offered by the University.

A student applying for status must submit a completed "Application for Advanced Standing" form to the Student Administration Enquiries Desk, together with all pertinent documentary evidence, as early as possible and not later than the fourth week of their initial semester for status to be awarded in that semester. Advice should be obtained from the student's course adviser, particularly if the granting of status will affect a current semester's study program, as the matter needs to be decided prior to the HECS census dates. Students should not register in the units for which they are seeking status.

A maximum limit on the number of status units to be included in a course is determined by the total number of units in the course. Students wishing confirmation that status units can count towards their course should seek an approved study program from their Dean of Faculty.

Confirmation of the granting of status will be mailed to the student by Student Administration.

Status based on completed studies at the Canberra Institute of Technology is subject to specific agreements between the University and the Institute. See 'Register of Course Articulation' in The University section of this Handbook for further information on the level of status that will be awarded. Students seeking status based on these agreements should still apply for status in the manner described above.

Credit for previous University of Canberra Studies

Units from a complete or an incomplete University of Canberra course are available for credit to another course. Students seeking confirmation that units will count in their new course should seek an approved study program from their Dean of Faculty. Also, students applying for credit must submit to the Student Administration Enquiries Desk a completed "Application for Advanced Standing" form.

Exemption/substitution of units

If you have successfully completed studies in a previous course and the study is similar in content to one or more **required** units in your current course, you may seek an exemption. You should consult with your course convener to seek approval for exemption together with approval for the substitute units you must undertake in lieu of the exempted unit/s.

The exemption and substitution of units is subsequently endorsed by the Faculty's Board of Studies meeting.

Assessment

Assessment for each unit in a student's semester program is based on the student's performance in such written examinations, assignments, classwork, practical or other work as prescribed for the unit by the Faculty. The method of assessment for each unit offered by the University is available from the Faculty concerned at the commencement of semester.

Students should familiarise themselves with the methods of assessment prescribed for each unit they undertake.

Student Progress

If students fail to make satisfactory academic progress in their course, they may be sent a "Faculty warning" or may be asked to "show cause" why they should not be excluded from their course. The criteria on which a Faculty Board will decide whether or not a student's academic progress is satisfactory are available from the relevant Faculty Office.

Illness

If a student is hampered by illness or other serious cause during semester, and the formal assessment of their work is adversely affected, they must notify their lecturer(s) and the Registrar as soon as possible. Written notification with supporting evidence, such as a medical certificate, must be received before the scheduled time of the final assessment for the unit. These procedures should be followed if the student wishes to have illness or other cause taken into account in the assessment of their work.

In the event of an illness during an examination session, the student must notify the supervisor-in-charge at the time and submit a supporting medical certificate to the lecturer in charge of the unit at the earliest possible opportunity. Generally, if a student sits for the examination, no consideration will be given for illness when the examination is marked.

End-of-Semester Examinations

The timetable of examination sessions for those units having final examinations will be posted on Student Administration's notice boards in the concourse level lobby of Building 2 (B Floor). It is also displayed at the Student Administration Enquiries Desk two weeks before the examination period.

Students with disabilities may be eligible to sit their examinations in other locations. Students requesting permission to sit examinations in alternative locations should contact the Equity Officer - Disabilities in order to complete the necessary documentation after Week 11 of each semester.

Examination script books are the property of the University, and are retained for one semester after examinations are held. The lecturer in charge of a unit is responsible for providing reasonable access for students to their own script books only.

Notification of Results of Assessment

The grading system used for both undergraduate and graduate units at the University is as follows:

HD - High Distinction
DI - Distinction
CR - Credit
UP - Ungraded Pass*
P - Pass
N - Fail

* grade of pass for units assessed on a Pass/Fail basis only.

The grade P* may be used for some units approved by Academic Board to indicate that, although the student has passed the unit, no enrolment in higher level units in that discipline will be permitted unless the student repeats the unit and a grade of Pass or better is achieved.

Other symbols used in the notification of results are:

DX - Deferred result
KU - Continuing unit
NAS - Non-assessment
S - Status awarded for previous studies
W - Withdrawn from unit

Non-fail grades only will be displayed on the Student Administration notice boards in the concourse level lobby of Building 2 (B Floor) at the end of each semester. This listing will be in student identification number order. A Statement of Results will be posted to each student once the release of results is approved by Faculty Board. Semester results will be posted to the local address at the end of Semester 1 and to the home address at the end of Semester 2. If results are required to be sent to another address, a written request from the student should be lodged with the Student Administration Enquiries Desk before the examination period finishes.

Exclusion from Studies

A student whose progress in a course of study or unit is unsatisfactory may be subject to action taken under the Academic Progress Rules. A recommendation for such action is made by the appropriate Faculty Board. The Faculty Board may direct that letters be sent to students asking them to show cause why they should not be directed to discontinue the course of study or a particular unit.

Students who fail to give sufficient reason for their poor performance, or fail to respond to the show cause letter, may be excluded from the course or unit, either with immediate effect or if certain specified conditions are not met.

A student who is excluded from a course is excluded for the period which is indicated on the notice of exclusion. To resume studies the student must submit an Application for Admission form and should include information that they have an improved likelihood of success should they be admitted. Any application for readmission after the period of exclusion has expired will be considered on its merits along with other applications for admission to that course. An applicant who has been excluded from an Australian tertiary institution in the two years prior to the application may not use the results from a Special Tertiary Admissions Test as the basis for readmission. For further information on applying for admission see the chapter titled Admission in this section of the Handbook.

A student who is excluded from a unit will be advised of the period of exclusion in the notice of exclusion.

Appeals

Students who are dissatisfied with a Fail or P* grade may seek a review of their result.

The Procedure for Review of Unit Results is available from Faculty Offices. The first step is to consult the lecturer-in-charge of the unit on the Monday following the official publication of results.

If the issue is not resolved by discussion with the lecturer, the student may request mediation and if necessary, a formal hearing. Strict timelines apply as set out in the Procedure.

Obligations Statute

Students should be aware that failure to meet a financial obligation to the University may result in the issue of a Certificate under the Obligations Statute.

The issue of such a Certificate means that the University may refuse enrolment or re-enrolment and withhold students' awards or statements that they have completed the academic requirements of the whole or part of their course.

Maximum Period to Complete a Course

Students must complete the academic requirements for their course within a certain maximum period in order to be awarded the degree, diploma or certificate to which their course leads. The maximum period for the completion of a course leading to a bachelor degree is normally ten years. The maximum period for completion of a course leading to a postgraduate award varies. The period is calculated retrospectively in time from the date the student successfully completed every matter so specified in his/her study program.

Any student who wishes to obtain information about the maximum period allowable to complete a course should write to the Registrar.

Transcript of Academic Record

Students may, at any time, request in writing a certified transcript of their academic record. A charge will be made for the preparation of these statements. The current scale of charges can be obtained from the Student Administration Enquiries Desk.

Academic transcripts do not contain details of a student's current semester enrolment.

From 1996 students who have completed the academic requirements of their course will automatically receive one free transcript when the award is conferred, subject to any restrictions under the Obligations Statute or other University legislation. Prior to 1996 the free transcript will be provided on written request from the student, subject to the abovementioned restrictions and University legislation.

Course Completion

Students expecting to complete the academic requirements of their course at the end of a particular semester should notify Student Administration before Week 8 of that semester by completing the Course Completion form available at the Student Administration Enquiries Desk. Once course completion has been certified by the appropriate Faculty Board, a student ceases to be enrolled unless they have been admitted to a further course of study. See the chapter on Admission in this section of the Handbook.

Students completing a course leading to a graduate award will need to have provided appropriate evidence of their graduate status prior to completion of the course. Students cannot be admitted to a graduate award without evidence of graduate status.

Students who do not complete the requirements of their course by the end of January 1997 may not be able to have their award conferred at the ceremony in May.

Graduation Ceremonies - 1997

The University ceremonies for the conferring of awards will be held on Wednesday 30 April, Thursday 1 May and Friday 2 May 1997. Students who have notified the University by the end of December 1996 that they have completed their course and whose award is duly approved by the Council will be sent an invitation to the appropriate ceremony. The invitation will be sent to the student's last notified home address.

University Academic Dress

Academic dress for the University consists of a black cloth academic gown, black trencher and hood. The colour of the hood lining distinguishes the level of award.

Associate Diploma (2-year)
Black hood with green lining

Diploma (3-year)
Black hood with turquoise blue lining

Degree of Bachelor (3 and 3.5 - year)
Black hood with red lining

Degree of Bachelor (4-year)
Black hood with maroon lining

Degree of Bachelor (5 and 6-year)
Black hood with pale grey lining

Graduate Diploma and Graduate Certificate
Black hood with gold lining

Degree of Master
Royal blue hood with horizon lining

The dress for a degree of Doctor is a royal blue gown with gold facings, a black bonnet and hood.

Doctor of Philosophy
Royal blue hood with horizon lining

Certificate of Conferral

Graduates whose testamur has been lost or destroyed may request in writing a certificate confirming that they are graduates of the University or its predecessor, the Canberra College of Advanced Education. A charge will be made for the preparation of this certificate.

University of Canberra, AUSTRALIA

1997 HANDBOOK

Fees and Charges

Higher Education Contribution Scheme (HECS)

The information that follows is correct at the time of going to press. There may be amendments that will apply at the time of enrolment.

The Higher Education Contribution Scheme (HECS) was introduced by an Act of Parliament, the *Higher Education Funding Act*, in 1988.

The Act requires students to contribute towards the cost of their higher education.

The current HECS annual fee is $2442 for full-time students; however, the fee will increase in 1997. The increase is normally relative to the increase in the Consumer Price Index (CPI).

A student's HECS liability is calculated in accordance with his/her semester load (number of credit points) in the semester. (A standard full-time semester load is 12 credit points).

All students who are commencing a course on HECS liable basis are required to submit a HECS Payment Options form to the University by the end of Orientation Week of their first semester of enrolment (specific dates are published in the Vital Enrolment Information and The Guide for New Students booklet which are both published by the University).

In completing the HECS Payment Options form, students are required to choose either the HECS Up-front Payment Option with Safety Net, or the Deferred Payment Option. Details are as follows:

HECS Up-front Payment Option with Safety Net

If a student chooses the Up-front option with Safety Net he/she is entitled to a discount of 25 per cent on the liability for the semester. The payment is due by the end of the first week of each semester. A late penalty charge may be imposed if payment is made after the stipulated dates and the student has not chosen the Safety Net. (Refer to Vital Enrolment Information or The Guide for New Students for dates). If a student chooses the Safety Net, a Tax File Number must be included on the form. The Safety Net gives the University permission to defer the HECS payment on behalf of the student if the Up-front payment is not received by the due date.

Payment of HECS fees may be made at the Cashier's Office, or at the on-campus branch of the Commonwealth Bank.

HECS Deferred Payment Option

If a student chooses the Deferred Payment Option, he/she must supply the University with a Tax File Number (TFN).

Under this option, a student is required to commence HECS repayments via the taxation system after he/she reaches the minimum taxable income, stipulated by the Federal Government, for the repayment of HECS.

Once a HECS Payment Options form has been submitted a student is not required to submit another form unless he/she wishes to

(i) change the current payment option

(ii) change course

(iii) return from deferment/postponement

As required by the *Higher Education Funding Act* 1988, any student wishing to change their HECS Payment Options must submit a new HECS Payment Options form by the HECS Census date of 31 March for Semester 1 and 31 August for Semester 2 and when stipulated by the University. Changes will not be possible, under any circumstances, after the HECS Census date.

A HECS Liability Statement is sent to all students as soon as possible after the HECS Census date. If the student considers that the information on the statement is incorrect, he/she should submit a written appeal to the Registrar clearly stating the reason why the record is incorrect. Appeals must reach the University within 14 days of issue of the original notice.

Refunds of HECS Up-front Payment

Consideration for refunds of HECS Up-front payments may be made in special and exceptional circumstances. In such cases an application for remission of Up-front HECS, which can be obtained from Student Administration, together with supporting documentation, must be forwarded to the Registrar no later than 6 June for Semester 1 and 7 November for Semester 2.

Remission of HECS Debt

Students who defer their HECS payment, that is, pay through the taxation system, must apply for remission of debt under "special circumstances" to the Department of Employment, Education, Training and Youth Affairs (DEETYA). Applications must reach DEETYA within three months after the debt was incurred, that is, by 1 July for Semester 1 and by 1 December for Semester 2. Where a student is unable to apply within this three month period because of circumstances beyond his/her control, for example, if a severe medical condition makes him/her incapable of doing so, or if the circumstances only become known after the end of that period of three months, an application may be lodged within fifteen months after the debt was incurred. Application forms and further information can be obtained by contacting the HECS and Course Fees Officer on (06) 201 2616.

Semester Amenities and Services Fees

While at the University, all students pay a compulsory Amenities and Services Fee each semester as determined by Council. This fee must be paid by the Friday preceding the beginning of the teaching semester, for Semester 1 or by the Friday of week 1 for Semester 2, otherwise students will not be considered to have finalised their enrolment, and will not be able to pay the fee without first gaining approval from the Registrar and then paying a late penalty charge. The Amenities and Services Fee for 1996 was $116.00 per semester.

The University of Canberra's current policy on fee refunds allows for a refund of the Amenities and Services Fee less a cancellation charge, where enrolment is cancelled in writing and advice received before the HECS Census date for the semester.

Sponsored students (for example those on teaching or similar scholarships) are required to submit each semester documentary evidence (that is, confirmation of their sponsorship by their sponsor) to the University Accounts Office, Building 1. The Austudy Scheme is not considered to be a sponsorship in respect of fees.

Other Costs

Students should note that they may be expected to contribute to the costs associated with undertaking field classes. They may also need to purchase specified items of equipment and/or materials for units that they may be required or elect to undertake as part of their course. Refer to Faculty entries under "Field Classes", "Laboratory Equipment" and "Materials" for further information.

Refer also to the schedule of course enrolment offered in "The University" section of the Handbook, where fee paying courses are identified. Details of costs are available from the Faculty offering the course.

Financial Assistance

For information on bursaries and scholarships, refer to "The University" section of this Handbook. For information on financial assistance for needy students please refer to Personal Support Services in "The University" section of this Handbook.

Austudy. Financial assistance is provided under the Austudy scheme for Australian students studying full-time at universities and other approved tertiary institutions.

Austudy is available on a non-competitive basis with no upper age restriction. Assistance is subject to means tests and there are also rules relating to progress in previous tertiary studies.

Students must be formally enrolled in a course approved under the scheme (Masters and PhD courses are not approved) and undertaking at least three-quarters of a normal full-time workload. For students in courses which attract a Higher Education Contribution Scheme (HECS) charge, this means undertaking a student load of 0.375 or more per semester.

Eligible students receive a living allowance paid fortnightly. Assistance may be provided to meet travel expenses of interstate students travelling between their home and Canberra, and students with a dependent spouse may also be paid an additional allowance.

To maintain eligibility, students must notify any changes to their circumstances, including changes in enrolment and their personal income.

New students intending to apply should note that evidence of identity and enrolment must be provided at the time of lodging their application. Students whose entitlement will be based on their parents' income must also provide their parents' Tax Assessment Notices for the appropriate financial year.

All students are required to provide their Tax File Number (TFN) to the Department. Where an allowance is based on parents'/spouse's income, the TFN of the parents/spouse is also required.

Lodgement dates for payment of full benefits are 31 March in the case of full year or Semester 1 students, and 31 July for Semester 2 students.

Application forms and information about these schemes can be obtained from any office of the Commonwealth Employment Service. Completed forms may be lodged at CES Offices.

Enquiries may also be directed to: Department of Employment, Education, Training and Youth Affairs (DEETYA), telephone 1800 04 0931. Personal enquiries may be made at the Austudy Office on campus, located in the Union Too Shop, The Hub, between 10.00am and 3.00pm on Tuesdays and Thursdays (during semester).

Abstudy. Financial assistance is also available for Aboriginal and Torres Strait Islander students under the Abstudy scheme. Abstudy provides a number of benefits for eligible students, some free of means tests.

Full details of entitlements and application forms are available from the Ngunnawal Centre for Aboriginal and Torres Strait Islander Education on campus, from the Department of Employment, Education and Training, or from the local Commonwealth Employment Service (CES) Office. For remote communities, intending students should contact their Aboriginal Services Field Officer.

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Students' Association

All undergraduate students of the University are members of the Students' Association. The membership fee is $21 per semester and is included in the acceptance for Services and Amenities Fee paid at the commencement of each semester. The Association is governed by a committee of eighteen students who are elected annually by the members of the Association.

The Students' Association's function is that of advocacy and representation for its members. It offers assistance, information, advice and support to its members. Its major concern is for the academic and general welfare of its members, and to support this it openly promotes and defends students' rights. The Students' Association encourages and helps students elected to Faculty Boards, Academic Board and Council, as well as any other representative role within the University. It also provides assistance to any student on campus as well as advising University Administration and academic staff.

The SA assists students in academic appeals; academic and welfare advice; information and assistance with Austudy and HECS. In addition the Association offers many services and resources to its members. These include: cheap photocopying; the Food co-op; cheap passport photographs; cheap faxes, emergency interest-free financial loans; a fortnightly student newspaper *Curio*; annual Orientation Diary/Handbook; maps, pamphlets and other information about the University, Canberra, etc; sewing machine and typewriter hire for students; daily local and national newspapers and journals available for reading in the SA Office, and free tea and coffee, and use of a microwave in our kitchen.

It also provides a contact point for many other people around campus. There is also the possibility to contact the Association's own Women's Officer, Overseas Students' Officer and an Equity Officer. The services provided by the Students' Association are accessed in a number of ways; in person, by phone, and also most importantly through being a student at this university.

Location: Concourse, B Level, Building 1 opposite the Library.

Hours: Monday to Thursday 8.30am to 5.30pm, Friday 8.30am to 4pm.

Telephone: (06) 201 2347

Fax: (06) 251 4248

University of Canberra, AUSTRALIA

1997 HANDBOOK

Canberra University Postgraduate Association

The Canberra University Postgraduate Association (CUPA) is constituted under the University Council to serve the academic interests and general welfare of postgraduate students at the University.

All students enrolled in the following courses are members of CUPA: PhD, masters degrees, postgraduate programs, graduate and postgraduate diplomas, graduate certificates and bachelor honours by research degrees. Membership fee is $21 per semester and is included in the services and amenities fee paid at the beginning of each semester.

The Association is governed by a council of postgraduate students, elected annually. CUPA Council includes representatives from all faculties, an international students' representative and students enrolled in both coursework and research degrees. Any postgraduate student may stand for CUPA Council.

CUPA serves its members by directing its activities towards specific postgraduate needs. The Association provides information, including an annual booklet detailing resources and rights of students. It offers assistance with and support for academic appeals and provides referrals and advocacy. CUPA provides a voice for postgraduates on the University's decision making committees including Council, Academic Board, Higher Degrees and Postgraduate Scholarships Committee, Student Services Committee, the Vice-Chancellor's Student Advisory Committee, and the Union Board of Management.

The Association promotes the development of an active postgraduate culture on campus and members participate in faculty projects including research festivals and faculty committees. CUPA organises social functions and seminars; and in conjunction with the undergraduate association provides services which include cheap photocopying, fax service, discount passport photos, and campus shuttle bus. It provides a newsletter four times a year keeping members informed on issues of concern to them.

CUPA is affiliated with the Council of Postgraduate Associations (CAPA), the peak body for postgraduate student associations. CAPA works to safeguard postgraduate student issues at the national level.

The Association welcomes enquiries and suggestions. To discuss any concern or problem with a CUPA council member contact the CUPA office.

Location: Building 1, Level C, Room 72, (above the Refectory)

Telephone: (06) 201 2190

Fax: (06) 201 5348

e-mail: mkd@isd.canberra.edu.au

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Convocation

The University established the Convocation to enable graduates and other persons who have the interests of the University at heart, to maintain contact with the University and its community and to contribute to its advancement. The Convocation is governed by a steering committee chaired by the graduate member of the University Council. The steering committee has representation from graduates of each faculty, from the University and from its predecessor, the CCAE Society.

A Convocation Office has been established at the University to maintain contact with graduates and friends to keep them informed of developments taking place at the University, and to manage the affairs of the Convocation on a day by day basis. A supplement to the University paper the *Monitor* is published twice yearly and mailed to registered members.

The Convocation Officer can assist interested groups in organising social, educational and cultural events. Membership of Convocation enables members to have borrowing rights from the University Library. Overseas interstate Chapters are developing to assist in establishing professional networks. Some further privileges are available to registered members.

The Convocation awards an annual prize, the Herbert Burton Medal, to a graduating student chosen on the basis of outstanding achievement in terms of academic performance and contribution to the University community or the wider community. Any member of the University community is eligible to nominate a candidate for this award.

The Convocation presents an annual a lecture delivered by a well-known Australian. The lecture is open to the public and is directed to stimulating discussion on current issues.

Location: Building 2, Level B, Room 14.

Telephone: (06) 201 2989

Fax: (06) 201 5999

e-mail: pac@adminserver.canberra.edu.au

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Faculty of Applied Science - General Information

Dean of Faculty:
Professor Allan Cripps

Deputy Dean:
Ms Anne McMahon

Head of School of Resource, Environmental and Heritage Sciences:
Professor Robert Kearney

Head of School of Human and Biomedical Sciences:
Associate Professor Alan Roberts

Head of School of Nursing:
Professor Jennifer James

Finance Officer:
Mrs Suzanne Ceeney

Student Information Officer:
Ms Diana Trionfi

General Enquiries:
3B2 (06) 201 2038/5199

The Faculty of Applied Science presently offers undergraduate, graduate and postgraduate courses leading to the awards listed on the previous page. Students should refer to the section of this Handbook entitled Information for Students, in particular those paragraphs covering definition of University terms, admission, enrolment and academic progress. Prospective and newly-enrolled students should also note the knowledge assumed for each course.

Course Advice

Each student will be allocated a course adviser with whom they must consult at the commencement of their studies. As each course is defined by a Determination of Course Particulars, students are required to check with their Course Adviser to ensure that their study program is consistent with these requirements. Course advisers will also give advice on the selection of elective units.

Students should note that some units may have a quota restricting the number of students enrolling; this will be indicated in a unit's description in the Description of Units section at the back of this Handbook. A list of the names of Unit Conveners and Course Advisers is published each semester and is posted on student noticeboards in Buildings 3, 7 and 12.

Field Classes

Compulsory field study is part of many of the units, especially in Resource and Environmental Science, and students will be required to attend excursions for single days, weekends or periods of up to two weeks during breaks between classes. Students must be prepared to pay their own accommodation and food costs, and in some cases contribute to travel costs.

Laboratory Equipment

In some units, students are required to purchase practical class equipment or laboratory coats; details will be given in the first lecture of these units.

Learning Resource Centre (for Nurses)

The Learning Resource Centre in the School of Nursing is designed for nursing students for independent study. Resources available include self-directed learning packages, videos, resources for nursing presentations, topic boxes, and computer assisted learning laboratory.

Science Resource Centre

The Science Resource Centre (Building 3 Room A36) supports first year students in the Faculty of Applied Science by providing

- optional supplementary small group tutorials emphasising study skills and approaches to learning in the context of particular units;
- feedback to students on their learning through computer based programs;
- an independent study area where students are encouraged to engage in group work; and
- an attractive social meeting place for first year science students.

For more details contact Associate Professor John Dearn (06) 201 2237.

University of Canberra, AUSTRALIA

1997 HANDBOOK

Degree of Bachelor of Applied Science (062)

A student in this course may choose *either* to specialise in a field of study in which the course structure is defined, to enable the best employment opportunities, ***or***, for those students whose needs and interests are not met by one of the specialisations, to undertake the Interdisciplinary option (General Studies) which allows flexibility in the choice of both Applied Science units and units from other Faculties. After successfully completing first year studies, students enrolled in the Interdisciplinary option (General Studies) of the course may apply for transfer into a preferred specialisation or may remain enrolled in the General Studies option.

Interdisciplinary Option (General Studies) Conveners:
Associate Professor Terry Birtles 3D3 (06) 201 2326,
Dr Diane Eager 3D36 (06) 201 2569

Specialisation areas and Conveners:

Applied Psychology
Professor Marie Carroll 3B22 (06) 201 2653

Conservation of Cultural Materials
Professor Colin Pearson 7D7 (06) 201 2368

Cultural Heritage Management
Dr Brian Egloff 7D17 (06) 201 2177
For Aboriginal and Torres Strait Islander students - Dr Amar Galla 7D15 (06) 201 2199

Earth and Land Science
Dr Ken McQueen 3C43 (06) 201 2520

Ecology and Environmental Science
Associate Professor Arthur Georges 3C37 (06) 201 5786

Environmental and Analytical Chemistry
Associate Professor Bill Maher 3C34 (06) 201 2531,
or Dr Scot Chaston 3D49 (06) 201 2089

Human Biology
Dr Peter Greenham 3D41 (06) 201 2536

Medical Laboratory Science
Dr Peggy Horn 3D5 (06) 201 2243

Nutritional Science
Ms Vicki Deakin 12C18 (06) 201 2567

Resource and Environmental Science
Faculty Office 3B1 (06) 201 5199/2038

Note: There is a quota on the number of students in each of the course specialisations. Before choosing their major area of study, students must consult with the course convener and lecturer in charge of the specialisation. In some cases, due to quota restrictions enrolment in units is only possible with the permission of the unit convener.

Interdisciplinary Option (General Studies) - Bachelor of Applied Science (062)

This program is available within the Bachelor of Applied Science for students whose needs and interests are not met by one of the specialisations offered. It allows great flexibility in choice of both Applied Science units and units from other Faculties.

Course Duration:
3 years full-time or equivalent part-time

Assumed Knowledge:
ACT: Majors in Chemistry (T) and/or Biology (T), English (T) and Mathematics (T); NSW: 2u Chemistry and/or Biology, 2u English and 2u Mathematics.

Course Requirements:
This course requires passes in units totalling a minimum of 72 credit points. Each General Studies program must include:

(a) no more than 30 credit points at level 1/2 and no less than 18 credit points at level 5/6;

(b) an Applied Science core of 18 credit points;

(c) an Applied Science major of at least 24 credit points, including 9 credit points at level 5/6;

(d) an elective combination which, together with (a) and (b) above, makes a total of at least 72 credit points such that the whole course forms a cohesive group of units appropriate to the needs of the relevant profession.

Elective Sequence:
The elective sequence (with a value of at least 24 credit points, including 9 credit points at level 5/6) may be chosen from elective majors in Applied Science or any other Faculty in the University (refer to Electives section of this Handbook) and is intended to encourage students to design an interdisciplinary course. As an example, students concerned with industrial administration or environmental management may wish to build units of economics, law, accounting and administration into their elective program. Similarly, students seeking careers in science writing or technical translation may select units in communication, professional writing, media studies, modern languages, library and information studies or office management.

Course Advice:
Students will have access to course advisers with whom they are encouraged to discuss all matters relating to the planning of this program of study.

Professional Recognition:
Course advisers will have information for students on the requirements for corporate membership of a range of professional bodies.

Course Conveners:
Associate Professor Terry Birtles 3D3 (06) 201 2326;
Dr Diane Eager 3D36 (06) 201 2569

Typical Full-time Course Structure:
The Applied Science core is chosen from the following three areas:

Applied/Earth/Life Sciences

Two units from:

1516 Chemistry 1A
0482 General Physics
0483 Concepts in Biology
or another biology unit

and one of:

2972 Concepts in Applied Anthropology
0959 Dynamic Earth
3479 Science, Environment and Society, an applied geography unit
3071 Human Physiology and Anatomy 1

and one of:

0575 Mathematics 1
3605 Mathematical Methods 1A
3603 Physical Principles

and one of:

a computing unit, a statistics unit
1809 Data Analysis in Science *and*
0758 Communication in Science

Physical/Chemical/Materials Sciences

1516 Chemistry 1A

and at least one of:

1517 Chemistry 1B
0482 General Physics
4332 Electronics Engineering 1
3699 Technical Examination Methods

and two of:

1789 Analytical Chemistry
0483 Concepts in Biology
0466 Materials Chemistry
3695 Materials Science 1

and one of:

a computing unit, a statistics unit
1809 Data Analysis in Science
3605 Mathematical Methods 1A *or*
another approved mathematics unit

and

0758 Communication in Science

Human, Social and Heritage Sciences

(a) *Three of*:
- 2829 Aboriginal Society and Adaptation (second year unit)
- 0715 Basic Sociology
- 2972 Concepts in Applied Anthropology
- 0483 Concepts in Biology
- 2832 Cultural Heritage Management
- 0007 Health Education Studies 1
- 3071 Human Physiology and Anatomy 1
- 0427 Introduction to Applied Geography
- 4309 Psychology 101 : Introductory Psychology 1
- 3479 Science, Environment and Society
- 1796 Urban Geography (second year unit)

(b) *either*
- 0953 Social Research Methods
- *or*
- 1809 Data Analysis in Science
- *and one of*:
- a unit in Computing
- a unit in Statistics

(c) 0758 Communication in Science (second year unit)

For further details, contact the course convener.

Applied Psychology Specialisation - Bachelor of Applied Science (062)

The course in Psychology will provide the basic academic training required for those wishing to qualify as a professional psychologist. A solid grounding is provided in all areas of psychology, including learning, cognition, personality, social, psychopathology, perception, biological bases of behaviour, individual differences, and statistics. Note that with the growing complexity of psychological knowledge, postgraduate study after a three year degree is virtually essential for professional practice.

Psychology majors which are not professionally accredited can also be taken in conjunction with courses such as administration, health sciences, social sciences, design, communication and education. Selected units in psychology may also be combined with other courses.

Course Duration:
3 years full-time or equivalent part-time.

Assumed Knowledge:
ACT: Mathematics (T), NSW: 2u Mathematics.

Course Requirements:
Satisfactory completion of at least 72 credit points of required and elective units.

There are 11 core units in the Psychology course. These are:

4309 Psychology 101 : Introductory Psychology 1
4310 Psychology 102 : Introductory Psychology 2
4311 Psychology 201 : Individual Differences
4312 Psychology 202 : Experimental Psychology
4313 Psychology 203 : Social and Developmental Psychology
4366 Psychology 205 : Learning and Perception
4315 Psychology 301 : Methods and Design in Psychology
4316 Psychology 302 : Psychopathology
4317 Psychology 303 : Organisational Psychology
4318 Psychology 304 : Cognitive Psychology
4120 Applied Statistics 1 (or equivalent)

Psychology 101 and 102 are one-semester units taken in the first year of the course, 201, 202, 203 and 204 in the second year, and 301, 302, 303 and 304 in the third year. Thus 38 credit points in Psychology and 3 credit points in Statistics forms the core.

Psychology 101 and 102 are prerequisites for 201 and 202. Psychology 202 is a prerequisite for 301, which will be a prerequisite for entry into future postgraduate programs which may be developed.

Students enrolled in other courses may complete the accredited major by taking the core units. This may mean extending your degree by 1 or 2 semesters.

Professional Recognition:
The course has been accredited with the Australian Psychological Society. Graduates from the course may apply for entry into APS-accredited postgraduate courses at this or other universities.

Non-accredited Major:
Students who do not wish to undertake the APS-accredited course, but who seek a non-accredited major or a minor sequence in psychology have available a range of options. A major in Psychology comprises Psychology 101, Psychology 102, and 4 other psychology units. A minor comprises Psychology 101 *and/or* 102 plus 2 other second or third year-level Psychology units. Recommended **majors** in Psychology focus on the areas of Health and Organisational Psychology. The units that form these focus areas are:

Health Psychology major

4309 Psychology 101 : Introductory Psychology 1 *and*
4310 Psychology 102 : Introductory Psychology 2
4314 Psychology 204 : Health Psychology
4311 Psychology 201 : Individual Differences
4316 Psychology 302 : Psychopathology
4318 Psychology 304 : Cognitive Psychology

Organisational Psychology major

4309 Psychology 101 : Introductory Psychology 1 *and*
4310 Psychology 102 : Introductory Psychology 2
4313 Psychology 203 : Social and Developmental Psychology
4311 Psychology 201 : Individual Differences
4317 Psychology 303 : Organisational Psychology
4318 Psychology 304 : Cognitive Psychology

Other combinations of units may form a major with the permission of the course convener. Recommended **minors** in psychology focus on the areas of health, organisational and sports psychology. The units that form these focus areas are:

(a) Health Psychology minor

4309 Psychology 101 : Introductory Psychology 1 *and/or*
4310 Psychology 102 : Introductory Psychology 2
4314 Psychology 204 : Health Psychology
4316 Psychology 302 : Psychopathology

(b) Organisational Psychology minor

4309 Psychology 101 : Introductory Psychology 1 *and/or*
4310 Psychology 102 : Introductory Psychology 2
4313 Psychology 203 : Social and Developmental Psychology
4317 Psychology 303 : Organisational Psychology

(c) Sports Psychology minor

4309 Psychology 101 : Introductory Psychology 1 *and/or*
4310 Psychology 102 : Introductory Psychology 2
1715 Measurement and Statistics for Sport
1167 Psychology of Sport

Course Advice:
Students will have access to course advisers with whom they are encouraged to discuss all matters relating to the planning of this program of study.

Specialisation Convener:
Professor Marie Carroll 3B22 (06) 201 2535/2653

Typical Full-time Course Structure:

Bachelor of Applied Science - Applied Psychology

Semester 1 Semester 2

YEAR 1 4309 Psychology 101 : Introductory Psychology 1 4310 Psychology 102 : Introductory

Psychology 2

0594 Applied Statistics 1 (or equivalent) 0594 Applied Statistics 1 (or equivalent)

or elective, if undertaken in semester 1

plus two electives plus two electives

YEAR 2 4312 Psychology 202 :Experimental Psychology 4311 Psychology 201 : Individual

4313 psychology 203 : Social and Differences

Developmental Psychology 4366 Psychology 205 : Learning and Perception

plus one elective plus one elective

YEAR 3 4316 Psychology 302 : Psychopathology 4315 Psychology 301 : Methods and

4317 Psychology 303 : Organisational Psychology Design in Psychology

4318 Psychology 304 : Cognitive

Psychology

plus one elective plus one elective

Two elective units in Psychology are

4314 Psychology 204 : Health Psychology

1167 Psychology of Sport

Conservation of Cultural Materials Specialisation - Bachelor of Applied Science (062)

This specialisation within the Bachelor of Applied Science Degree graduates specialist qualified conservators. The first year of the course teaches scientific methods and the science of conservation with an emphasis on the technological history of cultural artefacts and what causes their deterioration. The second year of study introduces artefact preservation, conservation philosophy and ethics. Students elect an area of specialisation during this year. The areas of specialisation are:

Objects - general, textiles, metals:
inorganic and organic materials used in the construction of artefacts found in art, archaeology, ethnography, science, history, technology and natural history collections.

Paintings:
paintings made of traditional and modern materials, including works using a variety of mediums and supports, in various formats.

Paper:
materials of libraries and archives, and art on paper in galleries and museums and in private collections.

The final year of the course offers advanced theory and a refinement of practical skills in the specialist area.

Course Duration:
3 years full-time or equivalent part-time

Assumed Knowledge:
ACT: Majors in Chemistry (T) and English (T); NSW: 2u Chemistry and 2u English.

Useful Knowledge:
Mathematics (T) or 2u Mathematics is desirable. Experience in art or craft and an understanding of conservation is important.

In addition to applying through the Universities Admission Centre, applicants must send a letter by the same closing date telling us about themselves and their academic background, interests, and reasons for wanting to become a conservator. Send the letter to the Convener, Conservation of Cultural Materials, NCCHSS, University of Canberra, PO Box 1, Belconnen, ACT 2616. As there is a quota on the number of students allowed into each specialisation, you must state in your supporting letter which one of the five conservation specialisations you wish to study, that is either: paintings, works on paper, objects - general, textiles, metals.

Course Requirements:
Satisfactory completion of at least 72 credit points of required and elective units.

Course Advice:
Students will have access to course advisers with whom they are encouraged to discuss all matters relating to the planning of this program of study.

Professional Recognition:
The course is fully recognised by The Australian Institute for Conservation of Cultural Materials.

Specialisation Convener:
Professor Colin Pearson
7D7
(06) 201 2368

Typical Full-time Course Structure:
Bachelor of Applied Science - Conservation of Cultural Materials

	Semester 1	Semester 2
YEAR 1	3699 Technical Examination Methods 3697 Materials Science 3 1516 Chemistry 1A A Computer unit elective	3693 Heritage Preservation 3696 Materials Science 2 3695 Materials Science 1 1517 Chemistry 1B
YEAR 2	3694 Library and Archive Preservation *or* 1606 Museology 1 3689 Conservation Theory 3698 Materials Science 4 1789 Analytical Chemistry	2691 Heritage Communication 4319 Conservation Practice A 4320 Conservation Practice B *or* Elective 0466 Materials Chemistry
YEAR 3	3690 Heritage Conservation Management 3687 Conservation Field Experience 3685 Advanced Conservation Practice 1 (double unit)	3691 Heritage Conservation Project 1 3692 Heritage Conservation Project 2 3686 Advanced Conservation Practice 2 (double unit)

Cultural Heritage Management Specialisation - Bachelor of Applied Science (062)

Cultural Heritage Management is the field of practice concerned with the effective identification, conservation, management and interpretation of cultural heritage resources. The term is an umbrella, involving competence in disciplines such as archaeology, history, architecture and anthropology. Students are prepared for jobs in collections management, site management, education and interpretation, in organisations including museums, heritage agencies, national parks and private practice.

The degree course specialising in Cultural Heritage Management introduces students to the technical skills and professional theories of managing cultural heritage items. The course has unique input from the sister course in the Conservation of Cultural Materials (the scientific techniques of materials conservation). All programs are grounded in the professional standards of the heritage industry in Australia, and involve substantial interaction with heritage organisations and practitioners in the ACT.

Course Duration:
3 years full-time or equivalent part-time

Assumed Knowledge:
Social Sciences to Year 12 level, ACT: English (T), major; NSW: 2u English or equivalent.

Course Requirements:
Satisfactory completion of at least 72 credit points of required and elective units.

Elective Sequence:
The structure of the degree course enables students to take a full elective stream in another discipline that complements cultural heritage skills, such as history, librarianship or environmental management.

Course Advice:
Students will have access to course advisers with whom they are encouraged to discuss all matters relating to the planning of this program of study.

Professional Recognition:
Course advisers will have information for students on the requirements for professional membership of the following bodies -- Museums Australia, International Council on Museums (ICOM), International Council on Monuments and Sites (ICOMOS), Association for Preservation Technology.

Specialisation Convener:
Dr Brian Egloff
7D17
(06) 201 2177;

Dr Amar Galla
7C4
(06) 201 2199
for Aboriginal and Torres Strait Islander students.

Typical Full-time Course Structure:
Bachelor of Applied Science - Cultural Heritage Management

	Semester 1	Semester 2
YEAR 1	3699 Technical Examination Methods 2972 Concepts in Applied Anthropology 3762 Communication Interface 1 Elective	3693 Heritage Preservation 2440 Archaeology of Hunters and Gatherers 0953 Social Research Methods Elective
YEAR 2	1606 Museology 1 2829 Aboriginal Society and Adaptation 3572 Cultural Heritage Management Elective	2691 Heritage Communication 2439 Aboriginal Material Culture 2971 Historical Cultural Landscapes*or* 3039 Architectural Heritage Elective
YEAR 3	3690 Heritage Conservation Management 3665 Multiculturalism: Theory and Practice 2984 Heritage Presentation and Interpretation Elective	3662 Professional Practice in CHM 3667 Cross Cultural Heritage Management 1655 Museology 2 Elective

Earth and Land Science Specialisation - Bachelor of Applied Science (062)

This course is designed to prepare graduates for professional careers in the earth and land sciences, particularly in the areas of geology, mineral exploration, soil science, land management and earth observation and assessment.

The course aims to:

- achieve the development of an understanding of earth materials and resources, their distribution, origin and management to achieve national economic and sustainability objectives;
- and to provide knowledge, skills and attitudes required by professionals in the practice of earth science and land management.

Employment may be found with private industry, government agencies, environmental monitoring and protection authorities, CSIRO, AGSO, State geological surveys, land care organisations and as private consultants.

The program emphasises the need for appropriate specialist knowledge as well as a broad understanding of science and the social and economic context of its professional application. The educational philosophy is designed to assist students to be adaptable in their skills acquisition, as well as self-motivated, lifelong learners.

The program is interdisciplinary, and in first year concentrates on a basic knowledge of earth science, chemistry, biology, physical principles and data analysis. In second year this basic knowledge is extended to provide a sound understanding of the fundamental concepts, approaches and techniques used in the earth and land sciences, particularly in the Australian context. In the third year, the emphasis is on the application of knowledge to assessing, monitoring and understanding earth and land environments, processes and problems.

Field work is an important component of the course with major field classes to a range of different environments, operating mines, regional mapping sites, rehabilitation and land management sites. This work involves students in both individual and group activities. These field activities also include interaction with the general community and professionals in government and industry.

During the course there is also the opportunity for students to undertake professional practice to obtain an insight into the earth and land science professions and gain additional hands-on experience.

Students can customise their course to suit their career aspirations by selecting additional approved elective streams in water science, environmental chemistry, vegetation and wildlife ecology, and cultural heritage studies. It is also possible for students to take approved majors and minors from other courses in the University, for example in computing, languages, economics, writing, psychology and law.

For further information refer to our Web site on http://science.canberra.edu.au/rcentres/cars/carspage.htm/

Course Duration:
3 years full-time or equivalent part-time

Assumed Knowledge:
ACT: English (T) major; NSW: 2u English. A background in science, particularly mathematics and chemistry, would be an advantage but is not demanded.

Course Requirements:
Students are required to gain between 70 and 72 credit points comprising

I (i) *First Year*:
7 required units (21cp) at level 1/2 comprising: 0959 Dynamic Earth, 3681 Landscape Processes, 1516 Chemistry 1A, 3603 Physical Principles, 3479 Science, Environment and Society, 0483 Concepts in Biology, 0623 Plants and Animals and one elective
plus at second year and third year (to be offered in 1998):

(ii) 2 required units (8cp) at level 3/4 - Resource Information Systems and Regolith Studies

and

(iii) 2 required units (8cp) at level 5/6 - tba Remote Sensing and tba Geographic Information Systems

and II At second and third year (to be offered in 1998 and 1999) an additional major (plus prerequisites) being one of: Earth Science or Land Management or Soil Science or Land Information Systems.

and III An additional minor or major:
either
any minor offered on campus which comprises

(i) 6cp of specified units at level 1/2
and

(ii) 8cp of specified units at level 3/4 or 5/6
or
any major for which the level 1/2 units have already been taken as part of the requirements of other components of the course.

Course Advice:
Students will be allocated a course adviser with whom they must consult at the commencement of, and during, their studies.

Professional Recognition:
Students completing a geology major are eligible to apply for membership of the Australian Institute of Geoscientists; graduates with a Soil Science major can belong to the Australian Institute of Agricultural Science.

Specialisation Convener:
Dr Ken McQueen
3C43
(06) 201 2520

Typical Full-time Course Structure:
Bachelor of Applied Science - Earth and Land Science

	Semester 1	Semester 2
YEAR 1	0483 Concepts in Biology 0959 Dynamic Earth 1516 Chemistry 1A 3479 Science, Environment and Society	0623 Plants and Animals 3681 Landscape Processes 3603 Physical Principles Elective
YEAR 2	To be introduced in 1998 Core and selected majors and/or minor units	
YEAR 3	To be introduced in 1999 Core and selected majors and/or minor units	

Ecology and Environmental Science Specialisation - Bachelor of Applied Science (062)

This course is designed to prepare graduates for a career in environmental science and biological resource management.

The aims of the course are:

- to instil in students an understanding of the need for an ecological basis for the management of the environment and its biota in order to meet national conservation and economic objectives; and
- to provide the knowledge, understanding, skills and attitudes required for graduates to contribute productively to such management and conservation within a relevant profession.

Graduates from this course can expect to gain employment as a project officer, field officer, scientific manager, policy maker or planner in a government or non-government agency with a responsibility for the environment. Graduates have gained employment with various state parks and wildlife service, the Australian Nature Conservation Agency, environmental protection authorities, water resource agencies, CSIRO, and with private consultants. Others elect to pursue postgraduate study leading to a research career.

The program emphasises the need for specialist knowledge and understanding of ecological processes, and its application in the management of the environment and its biota, as well as a broad understanding of science and society.

The program is interdisciplinary, and in first year concentrates on a basic knowledge of biology, chemistry, earth science, physical principles and data analysis. In the second year, this foundation knowledge is integrated in an ecological context, providing an introduction to the Australian biota, its taxonomy and identification, ecological principles and biodiversity. Particular emphasis is placed on problem solving and the skills required of a modern environmental scientist (including statistical analysis and experimental design, resource survey techniques and effective communication of scientific results. In the third year, the emphasis shifts more towards the application of ecological knowledge to contemporary problems of the Australian environment and its biota.

Field studies are an important component of the course with major field classes held at Jervis Bay and in the semi-arid zone.

Students can customise their course to suit their career aspirations by selecting approved majors or minors in soil science and conservation, freshwater ecology, cultural heritage studies, environmental chemistry, vegetation and wildlife ecology, remote sensing and geographic information systems.

For further information, refer to our Web site on http://science.canberra.edu.au/rehs

Course Duration:
3 years full-time or equivalent part-time

Assumed knowledge:
ACT: Majors in Biology (T) and/or Chemistry (T), English (T) and Mathematics (T); NSW: 2u Biology and/or Chemistry, 2u English and 2u Mathematics

Course Requirements:
Students are required to gain between 70 and 72 credit points comprising each of:

I Compulsory core units including:

(i) 7 required units (21 cp) at level 1/2, comprising each of Concepts in Biology, Chemistry 1A, Dynamic Earth, Science, Environment and Society, Plants and Animals, Landscape Processes and Data Analysis in Science
plus

(ii) 2 required units (8cp) at level 3/4, comprised of Ecology and Biodiversity 1 and 2
plus

(iii) 1 required unit (8cp) at level 5/6, comprised of Resource and Environmental Management

and II An additional Major (plus prerequisites) being one of: Vegetation and Wildlife Management Major; or Freshwater Ecology Major; or Environmental Chemistry Major

and III An additional minor or major
either
any minor on offer on campus which comprises

(i) 6 credit points of specified units at level 1/2
and

(ii) 8 credit points of specified units at level 3/4/ or 5/6
or
any major for which the level 1/2 units have already been taken as part of the requirements of other components of the course

Full details of second and third year units in the Ecology and Environmental Science course will be made available to first year students during 1997 and will appear in full in the 1998 handbook. Students are advised to refer to the units offered in the current Resource and Environmental Science specialisation for an indication of course content and coverage at second and third year levels.

Note that students planning to undertake a co-ordinated sequence of units in environmental chemistry must do Chemistry 1B. All other students should do either Physical Principles or Mathematical Methods.

Course Advice:
Students will be provided with a list of course advisers with whom they must consult at the commencement of and during their studies.

Specialisation Convener:
Associate Professor Arthur Georges
3C37
(06) 201 5786

Typical Full-time Course Structure:
Bachelor of Applied Science - Ecology and Environmental Science

	Semester 1	Semester 2
YEAR 1	0483 Concepts in Biology 0959 Dynamic Earth 1516 Chemistry 1A 3479 Science, Environment and Society	0623 Plants and Animals 3681 Landscape Processes 1809 Data Analysis in Science 3603 Physical Principles or 1517 Chemistry 1B or tba Mathematical Methods
YEAR 2	To be introduced in 1998	
YEAR 3	To be introduced in 1999	

Environmental and Analytical Chemistry Specialisation - Bachelor of Applied Science (062)

Students who complete this specialisation will be prepared for careers in a number of areas such as environmental policy and management, scientific laboratories, environmental, clinical, health, industrial, government and academic research; quality and production control in industry; scientific information services (in the Public Service or industrial technical services); agricultural chemicals; marketing and education. The course is particularly suited to secondary level science teaching.

Course Duration:
3 years full-time or equivalent part-time

Assumed Knowledge:
ACT: Majors in Chemistry (T) and/or Biology (T), English (T) and Mathematics (T); NSW: 2u Chemistry and/or Biology, 2u English and 2u Mathematics.

Course Requirements:
Satisfactory completion of at least 72 credit points of required and elective units.

Elective Sequence:
The structure of the course enables students to take a full elective stream in another field of science or other discipline that complements their specialisation, such as Administration, Law, Psychology.

Course Advice:
Students will have access to course advisers with whom they are encouraged to discuss all matters relating to the planning of this program of study.

Professional Recognition:
This course is recognised for Associate Membership of the Royal Australian Chemical Institute.

Specialisation Conveners:
Associate Professor Bill Maher
3C34
(06) 201 2531
or Dr Scot Chaston
3D49
(06) 201 2089

Typical Full-time Course Structure:
Bachelor of Applied Science - Environmental and Analytical Chemistry

	Semester 1	Semester 2
YEAR 1	1516 Chemistry 1A 0483 Concepts in Biology Physics unit (1/2) eg 0482 General Physics Elective unit	1517 Chemistry 1B 1809 Data Analysis in Science Elective unit Elective unit
YEAR 2	1789 Analytical Chemistry 2976 Human Biochemistry (year-long) 0758 Communication in Science Elective unit	2976 Human Biochemistry (cont'd) 0466 Materials Chemistry Elective unit Elective unit
YEAR 3	3065 Ecochemistry A6 (year-long) 4143 Biochemistry of Disease 3240 Research Project in Applied Science (6) (year-long) Elective unit	3065 Ecochemistry A6 (cont'd) 3318 Advanced Analytical Chemistry 3240 Research Project in Applied Science (6) (cont'd) Elective unit

Human Biology Specialisation - Bachelor of Applied Science (062)

The Human Biology program is a general science course not specifically vocational (or job oriented) but is intended as a time in which students can develop their own particular interests in subject areas at tertiary level. The course can provide the foundations for possible entry into graduate programs such as medicine, physiotherapy, chiropractic, public health nutrition or science teaching.

Students undertake a range of basic science units in their first year which are followed by more specific human biology units in the second and third years of the course, which are taken with a range of possible elective sequences.

Course Duration:
3 years full-time or equivalent part-time

Assumed Knowledge:
ACT: Majors in Chemistry (T) and/or Biology (T), English (T) and Mathematics(T); NSW: 2u Chemistry and/or Biology, 2u English and 2u Mathematics.

Course Requirements:
Satisfactory completion of at least 72 credit points of required and elective units.

Elective Sequence:
This program is normally done in conjunction with one other major area of study of the students choice, available at the University. Such areas include administration, biochemistry, biology/chemistry science teaching, health education, nutrition, psychology, resource and environmental science, sociology or sports science.

Course Advice:
Students will have access to course advisers with whom they are encouraged to discuss all matters relating to the planning of this program of study.

Specialisation Convener:
Dr Peter Greenham
3D41
(06) 201 2536

Typical Full-time Course Structure:
Bachelor of Applied Science - Human Biology

	Semester 1	Semester 2
YEAR 1	0483 Concepts in Biology 1516 Chemistry 1A 3479 Science, Environment and Society *or* 2972 Concepts in Applied Anthropology One elective	3071 Human Physiology and Anatomy 1 1809 Data Analysis in Science Two electives
YEAR 2	2978 Human Physiology and Anatomy 2 0758 Communication in Science Two electives	0627 Genetics Three electives
YEAR 3	4144 Nutritional Science 4142 Human Physiology and Anatomy 3 Three electives	1494 Human Adaptation *or/and* 4322 Human Physiology and Anatomy 4 Two/Three electives

Medical Laboratory Science Specialisation - Bachelor of Applied Science (062)

This specialisation prepares graduates for employment in pathology laboratories in hospitals and veterinary clinics. It also forms a sound base in medical and a wide range of biological research laboratories and government regulatory laboratories. The course emphasises breadth of expertise so that graduates can take responsibility in smaller regional laboratories, or work as specialists in a metropolitan laboratory. honours degrees in clinical biochemistry and immunology are available for students seeking deeper understanding and possible research careers.

Course Duration:
3 years full-time or equivalent part-time

Assumed Knowledge:
ACT: Majors in Chemistry (T) and/or Biology (T), English (T) and Mathematics(T); NSW: 2u Chemistry and/or Biology, 2u English and 2u Mathematics.

Course Requirements:
Satisfactory completion of at least 72 credit points of required and elective units.

Course Advice:
Students will have access to course advisers with whom they are encouraged to discuss all matters relating to the planning of this program of study.

Professional Recognition:
This course is recognised for graduate membership of the Australian Institute of Medical Scientists.

Specialisation Convener:
Dr Peggy Horn
3D5
(06) 201 2243

Typical Full-time Course Structure:
Bachelor of Applied Science - Medical Laboratory Science

	Semester 1	Semester 2
YEAR 1	1516 Chemistry 1A 3479 Science, Environment and Society 0483 Concepts in Biology 0482 General Physics	1517 Chemistry 1B 3071 Human Physiology and Anatomy 1 1809 Data Analysis in Science Elective/Computing unit*
YEAR 2	0758 Communication in Science 1789 Analytical Chemistry 2978 Human Physiology and Anatomy 2 2976 Human Biochemistry (year-long)	4323 Histology 1967 Pathobiology 0221 Microbiology 2976 Human Biochemistry (cont'd)
YEAR 3	3070 Haematology (year-long) 2985 Medical Microbiology (year-long) 2986 Clinical Biochemistry (year-long) 0413 Immunology and Serology	3070 Haematology (cont'd) 2985 Medical Microbiology (cont'd) 2986 Clinical Biochemistry (cont'd) Elective#

* In second semester a unit other than computing may be chosen if students have already become proficient in the use of computers.

\# In Semester 2 of Year 3, any appropriate 3/6 unit may be chosen, especially either 3238 Research Project in Applied Science (3) or 1968 Integrated Studies of Disease. The Research Project unit is strongly recommended for students contemplating doing an honours degree.

Nutritional Science Specialisation - Bachelor of Applied Science (062)

This specialisation is specifically designed as a foundation for subsequent graduate courses in dietetics, nutritional science and public health nutrition, but is relevant to those with interests in health education, sports education or the food industry.

Course Duration:
3 years full-time or equivalent part-time

Assumed Knowledge:
ACT: Majors in Chemistry (T) and/or Biology (T), English (T) and Mathematics(T); NSW: 2u Chemistry and/or Biology, 2u English and 2u Mathematics.

Course Requirements:
Satisfactory completion of at least 72 credit points of required and elective units.

Elective Sequence:
The structure of the course enables students to take elective streams either within the faculty or in another faculty to complement their specialisation. These include biomedical sciences, psychology, human biology, sports studies, health education and Aboriginal studies. Students wishing to gain entry into graduate programs in dietetics are encouraged to undertake human biology or biomedical sciences electives.

Course Advice:
Students will have access to course advisers with whom they are encouraged to discuss all matters relating to the planning of this program of study.

Specialisation Convener:
Ms Vicki Deakin
12C18
(06) 201 2567

Typical Full-time Course Structure:
Bachelor of Applied Science - Nutritional Science

	Semester 1	Semester 2
YEAR 1	0483 Concepts in Biology 1516 Chemistry 1A 4309 Psychology 101 : Introductory Psychology 1 3479 Science, Environment and Society	3071 Human Physiology and Anatomy 1 1517 Chemistry 1B 1809 Data Analysis in Science 1444 Basic Information Systems
YEAR 2	2976 Human Biochemistry (year-long) 2978 Human Physiology and Anatomy 2 0758 Communication in Science Elective	2976 Human Biochemistry (cont'd) 1967 Pathobiology 3838 Food Science Elective
YEAR 3	4144 Nutritional Science Two electives	4314 Psychology 204 : Health Psychology 3315 Food, Nutrition and Society Elective

Resource and Environmental Science Specialisation - Bachelor of Applied Science (062)

This course is only available to students enrolled prior to 1997.

The specialisation in Resource and Environmental Science has been designed to enable students to gain the knowledge, skills and values necessary for them to commence professional careers in resource and environmental science, and resource assessment and management.

The educational approach emphasises the need for appropriate specialist skills and knowledge as well as a broad understanding of science and society. The specialisation is founded on a basic knowledge of biology, chemistry, data analysis, earth science, ecology, physics and soil science. Particular emphasis is placed on problem-solving approaches to learning, quantitative data analysis, communication skills, decision making and environmental policy development, field-based studies, and community links through work experience placement.

After completing the specialisation, students have the opportunity to continue their studies at the honours, masters and doctoral level. The program is concerned with teaching, research and consulting in the fields of earth science, including soil science and conservation, and regolith studies; environmental management and policy development; land evaluation and rehabilitation; environmental chemistry and ecotoxicology (offered every second year); exploration geology and geochemistry; vegetation and wildlife management; parks and heritage conservation; freshwater ecology and water ecology monitoring; geographic information systems and remote sensing; applied ecology; conservation of biodiversity and environmental education.

Course Duration:
3 years full-time or equivalent part-time

Assumed Knowledge:
ACT: Majors in Chemistry (T) and/or Biology (T), English (T) and Mathematics(T); NSW: 2u Chemistry and/or Biology, 2u English and 2u Mathematics.

Course Requirements:
The satisfactory completion of units totalling 72 credit points as follows

YEAR 1
24 credit points in a set of 8 required units;

YEAR 2
2 required units plus a further 2 units (for which there is some choice) are needed as prerequisites for final year, plus a further 4 unit as electives chosen by the student according to their interests and the mix of complementary subjects that suit their chosen field of interest;

YEAR 3
2 required year-long units, plus 2 other year-long units, either with a theme of land and earth resources, or with a theme of vegetation parks, wildlife and water resources, plus 2 further electives.

Elective Sequence:
Students have considerable choice from throughout the University in making their selection of electives, once they have satisfied the prerequisites for final year study. The individual programs which can be constructed within the basic requirements of the specialisation, while sharing much material in common with other students, vary considerably; there are many possibilities for emphasis. Common examples include programs emphasising interdisciplinary studies in Resource and Environmental Science; a biological and resource emphasis; a soil and land management emphasis; or a combination of the basic Resource and Environmental Science specialisation with elements of the Cultural Heritage Management or Environmental Chemistry programs. Lists of the recommended elective units for different emphases are available from your course adviser.

Students are encouraged to take at least 2 electives outside resource and environmental science areas. Lists of the single elective units are provided in the Electives section of this Handbook. These could include areas as diverse as communication, media, economics, law, sociology, psychology.

Course Advice:
Students will have access to course advisers with whom they are encouraged to discuss all matters relating to the planning of this program of study.

Professional Recognition:
Students completing a geology major are eligible to apply for membership of the Australian Institute of Geoscientists; graduates with a Soil Science and Conservation major can belong to the Australian Institute of Agricultural Science. Students with other majors may apply for membership of the Australian Institute of Parks and Recreation.

Specialisation Convener:
Contact the Faculty Office
3B1
(06) 201 5199/2038

Typical Full-time Course Structure:
Bachelor of Applied Science - Resource and Environmental Science

	Semester 1	Semester 2
YEAR 2	3680 Quantitative Methods in Environmental Science 3479 Science, Environment and Society (if not already undertaken in 1st year) Prerequisites for final year thematic units, 6 credit points (see Note below)	3675 Resource Information Systems Electives, 18 credit points
YEAR 3	3673 Resource and Environmental Management (year-long) 3671 Resource Techniques and Project (year-long) A year-long thematic unit: *either* 3672 Land and Earth Resources *or* 3669 Vegetation, Wildlife, Parks and Water Resources 2 Electives	

Note: Students considering their options need to be aware that their choice for final year will influence the prerequisite units they will need to take in Year 2. The two final year thematic units have the following prerequisites:

3672
Land and Earth Resources:
3679
Australian Soils plus one of 3676 Catchment Processes; 3682 Earth Materials; 3644 Soil Conservation, Assessment and Management.
3669
Vegetation, Wildlife, Parks and Water Resources:

0226
Ecology plus one of 3676 Catchment Processes; 2638 Community Ecology; 3674 Biological Diversity.

University of Canberra, AUSTRALIA

1997 HANDBOOK

Degree of Bachelor of Nursing (067)

This course is designed to prepare students to practise as registered nurses. Clinical practice is undertaken in hospitals and community settings. Only students admitted to this course will be able to undertake those units involving field studies.

Course Duration:
3 and one half years full-time or equivalent part-time

Assumed Knowledge:
ACT: Major in Science (T) or two minors in Science (T) (preferably Chemistry and/or Biology), English (T) and Mathematics (T) majors.
NSW: 2 units of science (preferably Chemistry and/or Biology), 2u Mathematics and 2u English.

Course Requirements:
Satisfactory completion of at least 84 credit points, including 21 credit points from physical/biological sciences, 7 credit points from behavioural sciences and 57 credit points from nursing

Professional Recognition:
The Nurses Board of the ACT grants to graduates of the course registration as a nurse, and subsequent registration in other states of Australia can be obtained following ACT registration.

Course Convener:
Mrs Carmel O'Meara 12D9 (06) 201 2084

Typical Full-time Course Structure: Bachelor of Nursing

	Semester 1	Semester 2
YEAR 1	4060 Introduction to Human Sciences (year-long) 3374 Nursing 1 (year-long) 3376 Nursing 3 4309 Psychology 101 : Introductory Psychology 1	4060 Introduction to Human Sciences (cont'd) 3374 Nursing 1 (cont'd) 3375 Nursing 2 4572 Human Science 1
YEAR 2	4573 Human Science 2 3427 Nursing 4 (year-long) 3428 Nursing 5 (year-long)	1967 Pathobiology 1047 Nursing Studies 6 3427 Nursing 4 (cont'd) 3428 Nursing 5 (cont'd)
YEAR 3	1966 Pathophysiology and Drug Therapy 4316 Psychology 302 : Psychopathology 3661 Nursing 6/7 (year-long) 3512 Food, Nutrition and Diet Therapy	1685 Health Care and the Law 1047 Nursing Studies 4 3661 Nursing 6/7 (cont'd) 3660 Nursing 9
YEAR 4	3656 Nursing 8 3657 Nursing 10	

Conversion Course for Registered Nurses
Registered nurses from hospital-based certificate programs may upgrade their nursing qualification to a degree level. The program may be undertaken as a twelve month full-time course (or part-time equivalent). Appropriate units with a total of 24 credit points are seleted from those offered in the Bachelor of Nursing degree.

Applicants must be eligible for registration as a nurse in the ACT.

Course Adviser:
Ms Sandra Trick 12D11 (06) 201 2564

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Degree of Bachelor of Applied Science in Nursing Science
One year degree conversion course (134)

Course Duration:
1 year full-time or equivalent part-time

Admission Requirements:
Applicants who have completed a three-year diploma course in nursing science at a college of advanced education or university will be admitted to the one year degree conversion course. Applicants must be eligible for registration as a nurse in the ACT.

Course Requirements:
The one year course comprises 5 units (with a total value of at least 24 credit points).

Course Convener:
Ms Sandra Trick 12D11 (06) 201 2564

Typical Full-time Course Structure: Bachelor of Applied Science in Nursing Science (1 year course)		
	Semester 1	Semester 2
YEAR 1	3656 Nursing 8 2455 Nursing Studies 7 (year-long) 3762 Communication Interface 1 *or* 0758 Communication in Science	1047 Nursing Studies 4 2455 Nursing Studies 7 (cont'd) 1049 Nursing Studies 6

Course Adviser:
Ms Sandra Trick 12D11 (06) 201 2564

University of Canberra, AUSTRALIA

1997 HANDBOOK

Degree of Bachelor of Applied Science in Sports Studies Sports Coaching (128)

The objective of this course is to provide an understanding of the principles, knowledge and skills involved in becoming a competent sports coach. Graduates can expect to find employment in coaching children and adults, developing coaching resources and facilities, and sports development in Commonwealth and State Government departments of sport and recreation.

Course Duration:
3 years full-time or equivalent part-time

Assumed Knowledge:
ACT: Advanced Mathematics and Biology (T) and English (T) majors. NSW: 3u Mathematics, 2u Biology and 2u English. Some study in chemistry and/or physics is useful.

Course Requirements:
The successful completion of 73 credit points, of which a maximum of 30 credit points can be completed at semester level 1/2, and a minimum of 18 credit points must be completed at semester level 5/6. Of these, at least 18 credit points must be obtained from the elective sequence of units.

Elective Sequence:
The elective sequence may consist of units in one of the following areas: sports administration, sports media, communication and media, computing studies, politics, psychology, economics, accounting, law, human biology.

Course Advice:
Students will have access to course advisers with whom they are encouraged to discuss all matters relating to the planning of this program of study.

Course Convener:
Mr Adrian Faccioni 3B32 (06) 201 2936

Typical Full-time Course Structure: Bachelor of Applied Science in Sports Studies - Sports Coaching

	Semester 1	Semester 2
YEAR 1	0112 History of Sport in Society 4002 Theory and Practice of Coaching 1 0880 Functional Anatomy Elective	1354 Social Analysis of Sport 3071 Human Physiology and Anatomy 1 1519 Introduction to Exercise Science Elective
YEAR 2	1715 Measurement and Statistics for Sport 4176 Neuroanatomy and Motor Control 4177 Biomechanics Elective	4179 Physiology of Exercise 1167 Psychology of Sport 4003 Theory and Practice of Coaching 2 Elective

YEAR 3	0740 Theory and Practice of Coaching 3 4144 Nutritional Science 3575 Special Sports Studies A (Coaching) Elective	4178 Sports Medicine 3589 Special Sports Studies B (Coaching) Elective

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Degree of Bachelor of Arts in Sports Studies - Sports Administration (127)

The objective of this course is to provide an understanding of the principles, knowledge and skills involved in becoming a competent sports administrator. Graduates can expect to find employment in administration of sporting clubs, sports development in Commonwealth and State Government departments of sport and recreation, public relations work with sporting firms or bodies, and management of sports recreation or leisure centres.

Course Duration:
3 years full-time or equivalent part-time

Assumed Knowledge:
ACT: Advanced Mathematics and English (T) major. NSW: 2u Mathematics and 2u English.

Course Requirements:
The successful completion of 73 credit points, of which a maximum of 30 credit points can be completed at semester level 1/2, and a minimum of 18 credit points must be completed at semester level 5/6. Of these, at least 18 credit points, must be obtained from the elective sequence of units.

Elective Sequence:
The elective sequence may consist of units in one of the following areas: sports coaching, sports media, accounting, administration, advertising/marketing, applied psychology, communication, computing studies, cultural and aboriginal studies, economics, health education studies, information and records management, language, law, library and information studies, marketing, tourism, office management, politics, product design and development, public relations, tourism, and women's studies.

Course Advice:
Students will have access to course advisers with whom they are encouraged to discuss all matters relating to the planning of this program of study.

Course Convener:
Dr Diane Klein 3B40 (06) 201 2986

Typical Full-time Course Structure: Bachelor of Applied Science in Sports Studies - Sports Administration		
	Semester 1	Semester 2
YEAR 1	0112 History of Sport in Society 0047 Accounting 1 1723 Organisation and Policy in Sport Elective	1354 Social Analysis of Sport 1519 Introduction to Exercise Science 3762 Communication Interface 1*or* 3986 Professional Communication Skills Elective
YEAR 2	1715 Measurement and Statistics for Sport 3397 Sport and Business 4001 Professional Sport Structures Elective	3396 Sport and Politics 3398 Industrial Relations in Sport 0028 Concepts and Elements of Law Elective

YEAR 3	0765 Sports and the Law 3576 Sports Marketing 3573 Special Sports Studies A (Administration) Elective	3399 Major Sports Event Management 3574 Special Sports Studies B (Administration) Elective

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Degree of Bachelor of Arts in Sports Studies Sports Media (129)

The objective of this course is to provide an understanding of the principles, knowledge and skills involved in becoming a competent sports journalist. Graduates can expect to find employment in public relations work with sporting firms or bodies, management of sports recreation or leisure centres and communication of sports information to the public via print or electronic media.

Course Duration:
3 years full-time or equivalent part-time

Assumed Knowledge:
ACT: Major in English (T). NSW: 2u English. It will be useful for applicants to have studied general subjects such as media studies and history to Year 12 level.

Course Requirements:
Satisfactory completion of 73 credit points, of which a maximum of 30 credit points can be completed at semester level 1/2, and a minimum of 18 credit points must be completed at semester level 5/6. Of these, at least 18 credit points, must be obtained from the elective sequence of units in a cognate area approved by the Faculty.

Elective Sequence:
The elective sequence may consist of units in one of the following areas: sports administration, sports coaching, communication and media, computing studies, politics, psychology, economics, accounting, law, human biology.

Course Advice:
Students will have access to course advisers with whom they are encouraged to discuss all matters relating to the planning of this program of study.

Course Convener:
Dr Murray Phillips 3B33 (06) 201 2384

Typical Full-time Course Structure: Bachelor of Applied Science in Sports Studies - Sports Media		
	Semester 1	Semester 2
YEAR 1	0112 History of Sport in Society 1723 Organisation and Policy in Sport 4004 Sports Journalism 1 3736 Introduction to News (year-long)	3762 Communication Interface 1 1519 Introduction to Exercise Science 1354 Social Analysis of Sport 3736 Introduction to News (cont'd)
YEAR 2	4005 Sports Journalism 2 3740 Print Reporting (year-long) Elective Elective	3396 Sport and Politics 3740 Print Reporting (cont'd) Elective Elective

YEAR 3	4030 Sub-Editing 3397 Sport and Business Elective	3399 Major Sports Event Management 1420 Special Sports Studies A (Journalism) 4006 Sports Journalism 3 Elective

University of Canberra, AUSTRALIA

1997 HANDBOOK

Degree of Bachelor of Applied Science (Honours) (223)

Objectives:
The honours course provides intensive training in research for students seeking to pursue an academic or research career in a field of applied science related to the disciplinary focus of the candidate's first degree. It is a research degree in the sense that no more than 25 per cent of the workload comprises coursework and the principal assessment is by thesis examination.

The course is offered for study in one of the following fields: analytical chemistry, applied ecology, clinical biochemistry, conservation of cultural materials, cultural heritage management, geology, human physiology, immunology, microbial ecology, remote sensing and geographic information systems, sports coaching and water science.

Course Duration:
10 months full-time, 20 months part-time.

Admission Requirements:
To qualify for admission, applicants must normally have a bachelor degree from a recognised tertiary institution with a high standard of performance in the candidate's major area of proposed study (normally average of credit or higher at second and third year level), plus the agreement of a staff member to supervise the project.

Applicants with appropriate professional experience and status in a relevant field and sufficient academic qualifications will also be considered.

Places are limited. Not all admissible candidates are offered a place in the honours program, and selection is based principally on merit.

Course Advice:
Students should approach the Faculty Honours Coordinator for general advice, but will be allocated to a supervisor(s) with whom they must consult regularly at the commencement of and during their studies.

Faculty Honours Coordinator:
Dr Jo Beaver
Room 3D50
(06) 201 2533, fax (06) 201 5727
e-mail: beaver@science.canberra.edu.au

Course Requirements:
Satisfactory completion of 24 credit points. Primary assessment (ca.75-80%) is by research thesis.

Specialisations and Conveners:
In all cases, an honours student will undertake their research in association with one of the research centres of the Faculty. Initial enquiries can be directed to:

Associate Professor Arthur Georges
Director
Applied Ecology Research Group
Room 3C37
(06) 201 2523, fax (06) 202 5305
e-mail: director@aerg.canberra.edu.au
www: http://lake.canberra.edu.au/pub/aerg/home.htm

Associate Professor Richard Norris
Program Leader
Education Program
CRC for Freshwater Ecology
Building 15
(06) 201 2543, fax (06) 201 5038,
e-mail: norris@lake.canberra.edu.au
www: http://lake.canberra.edu.au/

Associate Professor Graham Taylor
Program Leader
Education Program
CRC for Landscape Evolution and Mineral Exploration
Room 3C50
(06) 201 2525, fax (06)201 2328
e-mail: taylor@science.canberra.edu.au
www:http://cars1.canberra.edu.au/

Professor Marie Carroll
Director
Research Centre for Human and Biomedical Science
Room 3B22
(06) 201 2535, fax (06) 201 5030
e-mail:carroll@science.canberra.edu.au

Professor Colin Pearson
Co-Director
(Applied Science)
Cultural Heritage Conservation Studies Research Centre
Room 7D7
(06) 201 2368, fax (06) 201 5030

Associate Professor Brian Button
Director
AGRECON
3C21
(06) 201 2565, fax (06) 201 5030
e-mail: button@science.canberra.edu.au

Typical Full-time Course Structure: Bachelor of Applied Science (Honours)		
	Semester 1	Semester 2
YEAR 1	3177 Applied Science Honours Thesis G (year-long) 1807 Research Planning PG 3426 Special Research Topics*	3177 Applied Science Honours Thesis G (cont'd)

*Other units may be undertaken in consultation with the prospective supervisor and the Faculty Higher Degrees Committee.

University of Canberra, AUSTRALIA

1997 HANDBOOK

Graduate Diploma in Applied Psychology (248)

The course will involve a research project, core units, and advanced coursework.

Course Duration:
1 year of full-time study or equivalent part-time

Admission Requirements:
To be eligible for the course students must have completed a degree from an institution approved by the Australian Psychological Society. A degree in psychology must comprise at least one third of the study in the area of psychology.

Course Requirements:
The course consists of units totalling 24 credit points, made up of 12 credit points from the specified units, and 12 credit points from the elective units.

Course Advice:
Students will have access to course advisers with whom they are encouraged to discuss all matters relating to the planning of this program of study.

Specialisations:
The course is offered in the following specialisations:
Health Psychology
Sport Psychology
Counselling Psychology
Human Factors Psychology
Organisational Psychology

Professional Recognition:
The course is an accredited fourth year course recognised by the Australian Psychological Society, giving graduates eligibility for Associate membership of the Society.

Course Convener:
Professor Marie Carroll
3B22
(06) 201 2535/2653

Typical Full-time Course Structure: Graduate Diploma in Applied Psychology		
	Semester 1	Semester 2
YEAR 1	4072 Research Methodology and Data Analysis in Applied Psychology (cont'd) 4071 Research Project in Applied Psychology (cont'd) 4075 Ethics and Professional Issues in Applied Psychology PG Elective units*	4072 Research Methodology and Data Analysis in Applied Psychology (year-long) 4071 Research Project in Applied Psychology (year-long) Elective units*

* Electives to be chosen from the following, depending on the specialisation in which students are enrolled:

4086 Counselling Theory and Practice M
4488 Organisational Psychology PG
4487 Human Factors PG
3419 Assessment and Interpretation M1: Psychometric
4070 Psychological Measurement PG
4489 Sport Psychology PG
3116 Group Counselling PG
4074 Applications in Health Psychology PG
4066 Advanced Organisational Psychology G

University of Canberra, AUSTRALIA

1997 HANDBOOK

Graduate Diploma of Applied Science (151)

The course is intended for bachelor degree graduates who wish to extend skills and knowledge in science and technology. Students may enrol in an interdisciplinary course or in a specialisation. Specialisations have been defined in cultural heritage management, nutritional science, public health nutrition and resource management.

Course Duration:
1 year of full-time study, or equivalent part-time

Admission Requirements:
Interdisciplinary option: Completion of a bachelor degree in a science related field from a recognised institution. See also details given for each specialisation.

Course Requirements:
The course consists of 24 credit points, of which at least 12 credit points must be at postgraduate level. The program includes:

(a)
a required postgraduate unit entitled 1807 Research Planning PG (3 credit points)

(b)
9 credit points in Applied Science and/or Information Sciences and Engineering forming a coherent group of units in a field of applied science, and

(c)
either a required unit entitled Research Project in Applied Science PG (undertaken at postgraduate level) or two postgraduate units in Applied Science valued at a minimum of 6 credit points. In the latter case, students should be able to identify previous experience equivalent to Research Project in Applied Science PG.

The remaining credit points should be obtained from units at level 5/6 or G or PG, as approved by the Higher Degrees Committee, taking into account an individual candidate's academic background and the advice of the student's Course Adviser.

The unit Research Project in Applied Science PG may be spread over two semesters or may be undertaken in its entirety in the last semester of study.

Specialisations and Conveners:

Interdisciplinary Option (General Studies):
Associate Professor Terry Birtles
3D3
(06) 201 2326

Cultural Heritage Management:
Dr Linda Young
7D12
(06) 201 2079

Nutritional Science:
Ms Karen Cashel
12C20
(06) 201 2745

Public Health Nutrition:
Ms Karen Cashel
12C20
(06) 201 2745

Resource Management:
Dr David Williams
3C38
(06) 201 2544

Interdisciplinary Option (General Studies) - Graduate Diploma of Applied Science (151)

Intending students are advised to consult the course convener (see above).

Specialisation in Cultural Heritage Management - Graduate Diploma of Applied Science (151)

The specialisation in cultural heritage management equips graduates in any appropriate discipline (not necessarily science) with a professional qualification suitable for jobs in collections management, site management, heritage education and interpretation, and in organisations including museums, heritage agencies, national parks and private practice. Typical discipline backgrounds include history, prehistory, archaeology, art history, architecture, landscape architecture and geography, but graduates in such fields as law, management, journalism and marketing are also welcomed into the course.

Course Duration:
1 year full-time or equivalent part-time; the maximum period of study is 4 years.

Admission Requirements:
Applicants must have completed a recognised bachelor degree.

Course Requirements:
Satisfactory completion of 8 Cultural Heritage Management units (24 credit points).

Course Advice:
Students will have access to course advisers with whom they are encouraged to discuss all matters relating to the planning of this program of study.

Professional Recognition:
Course advisers will have information for students on the requirements for professional membership of the following bodies - Museums Australia, International Council on Museums (ICOM), International Council on Monuments and Sites (ICOMOS), Association for Preservation Technology.

Specialisation Convener:
Ms Linda Young
7D12
(06) 201 2079

Course Structure:
The cultural heritage management program offers choice to satisfy the course requirements from the following:

Semester 1

1807
Research Planning PG
2833
Cultural Heritage Management PG*
3670
Heritage Presentation and Interpretation PG*
3668
Museology G1
3690
Heritage Conservation Management
3666
Multiculturalism : Theory and Practice G

*These are required core units.

Semester 2

3568
Museology PG2
3038
Preventive Conservation PG
3571
Historical Cultural Landscapes G
3641
Architectural Heritage G
3642
Cross Cultural Heritage Management G
3640
Aboriginal Material Culture G

Specialisation in Nutritional Science - Graduate Diploma of Applied Science (151)

The specialisation in nutritional science focuses on current knowledge of the science of human nutrition and its relation to health. The physiological changes during the lifespan and associated nutritional needs to optimise health, and the epidemiological and dietary research basis for these are studied. This area of study is suitable to those seeking a professional level of education in nutrition, particularly new graduates or those seeking re-training, and those whose employment overlaps the nutritional area (teachers, food technologists and other food scientists, sport advisers, science communicators, health workers etc), and those who wish to avail themselves of contemporary ideas on human nutrition. It should be noted that this course is not designed to train dietitians.

Students are not required to have previous studies in human nutrition, but are expected to have a background in the biomedical sciences. Bridging units are available, and interested students should contact the specialisation convener.

Students may also apply directly for admission to a two year equivalent full-time masters degree program, or apply upon successful completion of their graduate diploma, in which case a further one year full-time equivalent of approved study is required.

Course Duration:
1 year full-time or equivalent part-time. The maximum period of study is 4 years.

Admission Requirements:
Applicants must have a recognised bachelor degree in science or a related field and human physiology and anatomy, and/or biochemistry studies completed at the second year level.

Course Requirements:
Satisfactory completion of at least 24 credit points, including the specified core content requirements.

Course Advice:
Students will have access to course advisers with whom they are encouraged to discuss all matters relating to the planning of this program of study.

Specialisation Convener:
Ms Karen Cashel
12C20
(02) 201 2745

Typical Full-time Course Structure: Graduate Diploma of Applied Science - Nutritional Science

	Semester 1	Semester 2
YEAR 1	4144 Nutritional Science* 4249 Nutritional Science and the Lifecycle PG 4250 Nutrition Research Design PG elective(s)	4251 Nutrition and Health PG 3315 Food, Nutrition and Society* 3262 Research Project in Applied Science (3) PG

* or elective if already completed. The unit 4307 Nutritional Science for Physical Activity PG is available.

Specialisation in Public Health Nutrition - Graduate Diploma of Applied Science (151)

The specialisation in public health nutrition focuses on the health promotion and disease prevention aspects of human nutrition. The development of public health approaches, and the epidemiological and dietary research basis for these are studied. This area of study is particularly suitable for those whose employment overlaps the nutritional area (health workers such as medical practitioners, dietitians, pharmacists, nurses, health educators and teachers etc), and those who wish to avail themselves of contemporary ideas on human nutrition. It should be noted that this course is not designed to train dietitians.

Students are not required to have previous studies in human nutrition, but are expected to have a background in the biomedical sciences. Bridging units are available, and interested students should contact the specialisation convener.

Students may also apply directly for admission to a two year equivalent full-time masters program, or apply upon successful completion of their Graduate Diploma in which case a further one year full-time equivalent of approved study is required.

Course Duration:
1 year full-time or equivalent part-time. The maximum period of study is 4 years.

Admission Requirements:
Applicants must have a recognised bachelor degree in science or a related field, human physiology and anatomy, and/or biochemistry studies completed at the second year level, and a minimum of one year of work experience.

Course Requirements:
Satisfactory completion of at least 24 credit points, including the specified core content requirements.

Course Advice:
Students will have access to course advisers with whom they are encouraged to discuss all matters relating to the planning of this program of study.

Specialisation Convener:
Ms Karen Cashel
12C20
(06) 201 2745

Typical Full-time Course Structure: Graduate Diploma of Applied Science - Public Health Nutrition

	Semester 1	Semester 2
YEAR 1	4144 Nutritional Science* 3031 Epidemiology and Health Statistics PG 1797 Social Geography* 1807 Research Planning PG	4251 Nutrition and Health PG tba Influences on Nutritional Change PG 3262 Research Project in Applied Science (3) PG Elective(s)

*or elective if already completed.

Specialisation in Resource Management - Graduate Diploma of Applied Science (151)

The specialisation in resource management provides education and training in resource and environmental management and research. It is intended for those seeking employment in or already doing such work. It is concerned with land and water resources, vegetation and wildlife management, nature conservation and environmental policy. It is designed to improve students' research skills, their ability to analyse resource management issues, policies and decision-making procedures, and their ability to process information and present it.

Course Duration:
1 year full-time or equivalent part-time; the maximum period of study is 4 years.

Admission Requirements:
Applicants must have completed a recognised bachelor degree in science or a related field. Each applicant must also provide a brief study proposal stating the specialised interest they wish to pursue.

Course Requirements:
Satisfactory completion of 24 credit points, of which 12 credit points (4 units) are required core units.

Course Advice:
Students will have access to course advisers with whom they are encouraged to discuss all matters relating to the planning of this program of study.

Professional Recognition:
Course advisers will have information for students on the requirements for corporate membership of a range of professional bodies.

Specialisation Convener:
Dr David Williams
3C38
(06) 201 2544

Course Structure:
Twelve out of 24 credit points must be obtained from the following required core units, each of which is valued at 3 credit points.

Semester 1

0672
Environmental Planning PG
1807
Research Planning PG

Semester 2

2959
Biostatistics PG
0692
Resource Policy Analysis PG

The remaining 12 credit points are obtained from elective units approved by the Dean of the Faculty as forming a coherent study program. Up to 6 credit points may be included from approved final year (level 5/6) undergraduate units.

Students wishing to undertake individualised study modules, are advised to register in one of the following 2 units which are offered in both semesters.

3262
Research Project in Applied Science PG (3 credit points)
3241
Research Project in Applied Science PG (6 credit points)

Student programs may also include postgraduate units from elsewhere in the Faculty of Applied Science or other faculties.

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Graduate Diploma in Environmental Education (267)

For information on the aims and objectives of this course, refer to the description given for the Master of Environmental Education degree (Course No 268).

Course Duration:
2 semesters full-time or equivalent part-time

Admission Requirements:

Applicants should possess:

(a) at least a three year bachelor degree or the equivalent, including units with some environmental content; and

(b) appropriate experience in environmental communication either (preferably) of a formal kind (for example field/museum interpretation, school teaching) or of an informal kind, for example with community groups or teaching community courses.

In seeking entry to the course, applicants should have thought about the nature of their possible social/environmental problem for research.

Course Requirements:
Satisfactory completion of: 8 credit points of research units and 16 credit points of coursework units.

Course Advice:
Students seeking course advice should contact the course convener.

Course Convener:
Dr John Harris
3C29
(06) 201 2672/2525

Typical Full-time Course Structure:
Graduate Diploma in Environmental Education

Semester 1	Semester 2

YEAR 1	3819 Systems Thinking in Environmental Contexts PG 3834 Nature of Adult Learning PG 3824 Research Seminar in Environmental Education PG	3823 Social and Cultural Perspectives of the Environment 3825 Env Education Study (Applied Science) PG Approved elective unit

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Graduate Diploma in Nursing (181)

The aim of this course is to provide registered nurses with advanced knowledge in a specific clinical area.

Course Duration:
1 year full-time or equivalent part-time

Admission Requirements:
Applicants must be eligible for registration as a nurse in the ACT and hold a Bachelor of Nursing degree or its equivalent. A minimum of one year's clinical experience since initial registration is required.

Course requirements:
Satisfactory completion of 6 required units totalling 24 credit points.

Course Convener:
Ms Margaret Proctor
12D7
(06) 201 2521

Typical Full-time Course Structure: Graduate Diploma in Nursing		
	Semester 1	Semester 2
YEAR 1	3647 Nursing Trends and Issues PG1 3648 Nursing Specialty Practice PG1 3649 Nursing Research PG	3650 Nursing Trends and Issues PG2 3651 Nursing Specialty Practice PG2 3646 Theoretical Foundations of Nursing PG

University of Canberra, AUSTRALIA

1997 HANDBOOK

Degree of Master of Applied Science (by research) (156)/ (by coursework)(305)

This course is for graduates wishing to extend a field of study through coursework, research or both. Normally an applicant for a specialisation involving a thesis will need to identify a supervisor, develop a research proposal in consultation with the supervisor, and present it with the application.

Specialised Master of Applied Science programs have been developed in the fields of conservation of cultural materials, cultural heritage management, and resource management. A fourth Master of Applied Science specialisation known as the interdisciplinary option (General Studies), is available to applicants in any other field of Applied Science for which supervision is available from amongst the current academic staff in the Faculty. Each of these four specialisations is described in more detail below.

Specialisation in Conservation of Cultural Materials - Master of Applied Science (by research) (156)/(by coursework) (305)

This specialisation within the Degree of Master of Applied Science gives a student the opportunity to do advanced study in cultural materials conservation. The student does postgraduate study in one of the following conservation areas:

Objects:
inorganic and organic materials used in the construction of artefacts found in art, archaeology, ethnography, science, history, technology and natural history collections.

Paintings:
paintings made of traditional and modern materials, including works using a variety of mediums and supports, in various formats.

Paper:
materials of libraries and archives, and art on paper in galleries and museums and in private collections.

Students graduate from the course by passing an examination of their dissertation.

Course Duration:
Minimum of 2 years full-time, or the equivalent part-time; maximum of 3 years full-time or the equivalent part-time.

Admission Requirements:
Applicants should have completed an undergraduate degree with above average performance. Alternative entry is available to applicants who can demonstrate specialist expertise in science.

Applicants also need one of the following

(a) a suitable undergraduate degree (for example, in archaeology, anthropology, science or fine arts), studies in tertiary chemistry (including organic chemistry) and five years professional experience in cultural materials conservation, or

(b) a pass degree in conservation, or equivalent, plus one year of professional practice in cultural materials conservation, or

(c) a Bachelor of Applied Science (Honours) degree specialising in conservation of cultural materials, or equivalent.

The course staff will interview applicants before making an offer of place.

Course Requirements:
Students must obtain a total of 48 credit points of which 36 must be at postgraduate level, from A or B as follows:

A by thesis alone

Masters by Research (156)

2619 Applied Science Masters Thesis Type 1M (48 credit points)

or 2000 Applied Science Masters Thesis Type 1M (full) (48 credit points)

B by coursework and thesis

either (i) 2620 Applied Science Masters Thesis Type 2M (36 credit points)

or 2001 Applied Science Masters Thesis Type 2M (full) (36 credit points)

and such other units valued at a minimum of 12 credit points which the Faculty Higher Degree Committee approves as forming a coherent study program.

or (ii) *Masters by Coursework (305)*

2641 Applied Science Masters Thesis Type 3M (24 credit points)

or 2399 Applied Science Masters Thesis Type 3M (full) (24 credit points)

and such other units valued at a minimum of 24 credit points approved by the Faculty Higher Degree Committee, with at least 12 credit points at postgraduate level.

Research topics may include:

(a) materials testing and evaluation,

(b) investigation of new conservation methods, or adaptation of existing methods to specific applications,

(c) applied research into artefact deterioration.

Quota Restrictions:
Each major area of study in this specialisation has a quota of students. Before choosing their major area of study and their research topic, students must consult with the Specialisation Convener and the lecturer in charge of the major.

Course Advice:
Students must consult with their supervisors for course advice at the commencement of, and during, their studies.

Professional Recognition:
Course advisers will have information for students on the requirements for professional membership of the Australian Institute for Conservation of Cultural Materials.

Specialisation Convener:
Professor Colin Pearson
7D7
(06) 201 2368

Specialisation in Cultural Heritage Management - Master of Applied Science (by research) (156)/(by coursework) (305)

The course at this level is designed to meet the needs of graduates who wish to further develop their expertise in aspects of cultural heritage management. Applicants with a postgraduate Diploma in a heritage related field may apply to seek status as part of the masters program. An appropriate topic must be proposed: the research interests of staff presently cover such fields as prehistory, historical archaeology, Aboriginal studies, heritage management, European material culture, museology and multiculturalism.

Course Duration:
Minimum of 2 years full-time or the equivalent part-time; maximum of 3 years full-time or the equivalent part-time.

Admission Requirements:
Applicants should have completed an undergraduate degree in science or applied science. Applicants without significant professional experience in the heritage field are advised to enrol first in the postgraduate diploma program.

Applicants should have:

(a) the Graduate Diploma in Applied Science (Cultural Heritage Management specialisation); or

(b) a degree or approved equivalent in an appropriate field, plus sufficient professional experience in an appropriate field.

Course Requirements/Structure:
Students must obtain a total of 48 credit points of which 36 must be at postgraduate level, from A or B as follows:

A by thesis alone

Masters by Research (156)

2619 Applied Science Masters Thesis Type 1M (48 credit points)

or 2000 Applied Science Masters Thesis Type 1M (full) (48 credit points)

B by coursework and thesis

either (i) 2620 Applied Science Masters Thesis Type 2M (36 credit points)

or 2001 Applied Science Masters Thesis Type 2M (full) (36 credit points)

and such other units valued at a minimum of 12 credit points which the Faculty Higher Degree Committee approves as forming a coherent study program.

or (ii) *Masters by Coursework (305)*

2641 Applied Science Masters Thesis Type 3M (24 credit points)

or 2399 Applied Science Masters Thesis Type 3M (full) (24 credit points)

and such other units valued at a minimum of 24 credit points approved by the Faculty Higher Degree Committee, with at least 12 credit points at postgraduate level.

Course Advice:
Students must consult with their supervisors for course advice at the commencement of, and during, their studies.

Professional Recognition:
There is no automatic admission to a professional body, but professional bodies relevant are: Museums Australia; International Council on Monuments and Sites (ICOMOS); Association for Preservation Technology; International Council on Museums (ICOM).

Specialisation Conveners:

Ms Linda Young
7D12
(06) 201 2079

Dr Amar Galla
7C3
(06) 201 2199

Specialisation in Resource Management - Master of Applied Science (by research) (156)/(by coursework) (305)

This course is designed to meet the needs of graduates who wish to further develop expertise in aspects of resource management. It is a two-year program, and a major part of the work will be by thesis. The first year may be spent on coursework described under the Graduate Diploma.

Course Duration:
Minimum of 2 years full-time or equivalent part-time; maximum of 3 years full-time or the equivalent part-time.

Admission Requirements:
Applicants should have completed an undergraduate degree in science or applied science with above average performance. Alternative entry is available to applicants who can demonstrate specialist expertise in science.

Applicants should have:

(a) the Graduate Diploma in Applied Science; or

(b) an honours degree in science or a relevant professional field; or

(c) a degree or approved equivalent award in an appropriate field, plus sufficient academic or professional experience or status in an appropriate field.

Course Requirements/Structure:
Students must obtain a total of 48 credit points of which 36 must be at postgraduate level, from A or B as follows:

A by thesis alone

Masters by Research (156)

2619 Applied Science Masters Thesis Type 1M (48 credit points)

or 2000 Applied Science Masters Thesis Type 1M (full) (48 credit points)

B by coursework and thesis

either (i) 2620 Applied Science Masters Thesis Type 2M (36 credit points)

or 2001 Applied Science Masters Thesis Type 2M (full) (36 credit points)

and such other units valued at a minimum of 12 credit points which the Faculty Higher Degree Committee approves as forming a coherent study program.

or (ii) *Masters by Coursework (305)*

2641 Applied Science Masters Thesis Type 3M (24 credit points)

or 2399 Applied Science Masters Thesis Type 3M (full) (24 credit points)

and such other units valued at a minimum of 24 credit points approved by the Faculty Higher Degree Committee, with at least 12 credit points at postgraduate level.

Course Advice:
Students must consult with their supervisors for course advice at the commencement of, and during, their studies.

Specialisation Convener:
Dr David Williams
3C38
(06) 201 2544

Interdisciplinary Option (General Studies) - Master of Applied Science (by research) (156)/(by coursework) (305)

Students who wish to pursue a program of postgraduate coursework and/or research in Applied Science which cannot be accommodated within any of the degree programs or Master of Applied Science specialisations described above may apply to enter the Master of Applied Scinece Interdisciplinary Option (General Studies). It is essential that there should be one or more Faculty members available and willing to supervise the student for the proposed program and applicants are strongly advised to discuss their plans with a possible supervisor before submitting an application. Current areas of expertise in the Faculty include applied ecology, applied psychology, earth and land science, environmental chemistry, human physiology, immunology, microbiology, nutritional science, remote sensing and geographical information systems, and water science/freshwater ecology.

Course Duration:
Minimum of 2 years full-time or equivalent part-time; maximum of 3 years full-time or the equivalent part-time.

Admission Requirements:
Applicants should have completed an undergraduate degree in science or applied science with above average performance. Alternative entry is available to applicants who can demonstrate specialist expertise in science.

Course Requirements/Structure:
Students must obtain a total of 48 credit points, of which 36 must be at postgraduate level, from A or B as follows:

A by thesis alone

Masters by Research (156)

2619 Applied Science Masters Thesis Type 1M (48 credit points)

or 2000 Applied Science Masters Thesis Type 1M (full) (48 credit points)

B by coursework and thesis

either (i) 2620 Applied Science Masters Thesis Type 2M (36 credit points)

or 2001 Applied Science Masters Thesis Type 2M (full) (36 credit points)

and such other units valued at a minimum of 12 credit points which the Faculty Higher Degree Committee approves as forming a coherent study program.

or (ii) *Masters by Coursework (305)*

2641 Applied Science Masters Thesis Type 3M (24 credit points)

or 2399 Applied Science Masters Thesis Type 3M (full) (24 credit points)

and such other units valued at a minimum of 24 credit points approved by the Faculty Higher Degree Committee, with at least 12 credit points at postgraduate level.

Course Advice:
Students must consult with their supervisors for course advice at the commencement of, and during, their studies.

Specialisation Convener:
Dr Jim Winkles
3B16
(06) 201 2737.

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Degree of Master of Applied Science in Sports Studies (by research) (191)

Degree of Master of Arts in Sports Studies (by research) (144)

The masters degrees by research in Sports Studies are designed to provide advanced training in sports science, sports humanities, or sports administration. Specialisation is possible in the sports science area in exercise physiology, biomechanics, or motor learning.

Course Duration:
Minimum of 2 years full-time or the equivalent part-time; maximum of 3 years full-time or the equivalent part-time.

Admission Requirements:
Applicants should possess an approved undergraduate degree. Depending on the desired area of study in the masters programs, appropriate bridging studies may be required.

Course Requirements/Structure:
The program consists of coursework followed by a major thesis to total at least 48 credit points, as set out below

A

at least 12 credit point from 3 of the following 4 units as required in the following courses

(i)

Sports Science
Exercise Physiology, Biomechanics, or Motor Learning
4396
Advanced Concepts in Sports Studies M 4cps
4397
Laboratory Methods in Sports Science M 4cps
4082
Statistical Principles and Research Design for Sports Studies M
or
Elective PG or M

(ii)

Sports Administration
4396
Advanced Concepts in Sports Studies M 4cps
4084
Administration of Sport M
4082
Statistical Principles and Research Design for Sport Studies M
or
Elective PG or M

(iii)

Sports Humanities/Media
4396
Advanced Concepts in Sports Studies M 4cps
4085
Research Resources in Sports Studies M
1593
Special Studies in Sports Historiography M
or
Elective PG or M

B

A total of 36 credit points from the following unit(s)
4394
Sports Studies Thesis M (36cp) (full)
or
4395 Sports Studies Thesis M (36cp) (part)

Course Advice:
Students must consult with their supervisors for course advice at the commencement of, and during, their studies.

Professional Recognition:
Graduates would be eligible for membership of professional organisations relevant to sport, including the Australian Council of Health, Physical Education and Recreation (ACHPER), the Australian Society for Sports Administrators (ASSA), and Sports Medicine Australia (SMA).

Course Convener:
Dr John Gross
3B41
(06) 201 2637

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Degree of Master of Environmental Education (by coursework) (268)

This masters degree program consists of units which students may embark upon to give successively the prior awards of Graduate Certificate and Graduate Diploma in Environmental Education. The courses are administered by the Faculty of Applied Science.

The primary goal of all three of the Environmental Education courses is to develop in students a critical and enquiring mind in order to understand and communicate the nature of environmental problems, and to develop the skills and perspectives necessary for effective participation/leadership in community-based programs leading to positive social change.

These courses will enable students to integrate effectively the knowledge of education with the knowledge of environmental systems in order to communicate and help alleviate the problems that human beings create in these systems. The courses will draw together knowledge and skills from many different knowledge bases including cultural, economic, ethical, health and philosophy as well as from more predictable sources in education, history and the sciences.

As a result of pursuing these courses it is expected that students will be better able to communicate the nature of environmental problems and to develop the skills and approaches to achieve positive social/environmental change.

The research and coursework units are transdisciplinary in nature and are taught across campus with contributions from all faculties.

The units are cooperatively planned and taught. Students are equally expected to learn in small groups and cooperate in both their research and coursework units, but especially in their field research projects.

The arena in which the knowledge is cast, problems posed and tentative solutions proposed will be the community. This is a distinctive feature of these courses.

The potential role of community groups in affecting positive change is given a central part in these courses. Students will work in the community participating and assisting people to make direct and practical responses to environmental issues of mutual concern.

Course Duration:
Minimum of 2 years full-time or equivalent part-time. Maximum of 3 years full-time or equivalent part-time.

Admission Requirements:
Applicants should possess:

(a) at least a three year bachelor degree or the equivalent, including units with some environmental content; and

(b) appropriate experience in environmental communication either (preferably) of a formal kind (for example field/museum interpretation, school teaching) or of an informal kind (for example with community groups or teaching community courses); and

(c) a demonstrated intention to complete a field project thesis of a substantive kind in environmental education.

In seeking entry to the course, applicants should have thought about the nature of their possible social/environmental problem for research.

Course Requirements:
Satisfactory completion of 28 credit points of research units including a thesis and 20 credit points of coursework units.

Course Convener:
Dr John Harris
3C29
(06) 201 2672/2525

Typical Full-time Course Structure: Master of Environmental Education		
	Semester 1	Semester 2
YEAR 1	3819 Systems Thinking in Environmental Contexts PG 3824 Research Seminar in Environmental Education PG 3834 Nature of Adult Education PG	3823 Social and Cultural Perspectives of the Environment PG 3825 Env Education Study (Applied Science) PG Approved elective unit
YEAR 2	3826 Env Education Thesis (Applied Science) M (year-long)(commenced) 3822 Communication and the Environment M	3826 Env Education Thesis (Applied Science) M (continued)

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Degree of Master of Nursing (by coursework) (221)

The aim of this coursework program is to provide registered nurses with advanced knowledge of nursing and leadership skills to function in specialty areas of nursing practice.

Course Duration:
Minimum of 2 years full-time or the equivalent part-time study at postgraduate level and includes a subsumed postgraduate diploma. Maximum of 3 years full-time or equivalent part-time.

Admission Requirements:
Applicants must be eligible for registration as a nurse in the ACT and hold a Bachelor of Nursing degree or its equivalent. A minimum of one year's clinical experience since initial registration is also required.

Course Requirements:
Satisfactory completion of 48 credit points

Course Convener:
Ms Margaret Proctor 12D7 (06) 201 2521

Typical Full-time Course Structure: Master of Nursing

	Semester 1	Semester 2
YEAR 1	3647 Nursing Trends and Issues PG1 3648 Nursing Specialty Practice PG1 3649 Nursing Research PG	3650 Nursing Trends and Issues PG2 3651 Nursing Specialty Practice PG2 3646 Theoretical Foundations of Nursing PG

YEAR 2	3654 Nursing Role Theory M3 3653 Nursing Specialty Practice M4 3652 Theoretical Applications M4	3287 Nursing Project M

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Degree of Master of Nursing (by research) (312)

The aim of the Master of Nursing course by research is to provide graduates with advanced knowledge and skills in all facets of the research process in order for them to contribute effectively to nursing and health care policy.

Course Duration:
Minimum of 2 years full-time or the equivalent part-time; maximum of 3 years full-time or equivalent part-time.

Admission Requirements:
Applicants must be eligible for registration as a nurse in the ACT and hold a Bachelor of Nursing degree or its equivalent. A minimum of one year's clinical experience since initial registration is also required.

Course Requirements:
Satisfactory completion of 48 credit points.

Course Convener:
Ms Margaret Proctor
12D7
(06) 201 2521

(a) 8 credit points from the following required units

3649 Nursing Research PG
3646 Theoretical Foundations in Nursing PG

3649 Nursing Research PG
3646 Theoretical Foundations in Nursing PG

plus

(b) 4393 Master of Nursing Thesis (40cp) (part-time)
or 4392 Master of Nursing Thesis (40cp) (full-time)

Typical Full-time Course Structure: Degree of Master of Nursing		
	Semester 1	Semester 2
YEAR 1	3649 Nursing Research PG 4392 Master of Nursing Thesis (40cp)	3646 Theoretical Foundations of Nursing PG 4392 Master of Nursing Thesis (40cp)

YEAR 2	4392 Master of Nursing Thesis (40cp)	4392 Master of Nursing Thesis (40cp)

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Degree of Master of Sports Medicine (by coursework) (280)

This course satisfies a demand for those who seek a recognised qualification in sports medicine. It consists of course and clinical work which provide advanced training in aspects of clinical medicine and sports injury management as well as the preparation of a written dissertation on a relevant topic in sports medicine. It is full-fee paying and available only on a full-time basis.

The course, which is administered by this Faculty, is conducted by the Department of Sports Medicine and the Centre for Sports Science and Sports Medicine and is delivered at the Australian Institute of Sport in Canberra.

Course Duration:
One year full-time

Admission Requirements:
The course is available for medical graduates with at least one year of postgraduate clinical experience.

Course Requirements:
48 credit points from 7 required units at postgraduate level.

Required Units:

4169
Clinical Sports Injury Management PG1 (Sports Medicine)
4174
Research Methods PG1 (Sports Medicine)
4172
Scientific Basis of Clinical Sports Medicine PG
4170
Internal Medicine in Sport and Exercise PG (Sports Medicine)
4171
Clinical Sports Injury Management PG2 (Sports Medicine)
4175
Research Methods PG2 (Sports Medicine)
4173
Special Considerations in Sports Medicine PG

Course Advice:
Students must consult with their supervisors for course advice at the commencement of, and during, their studies.

Course Director:
Professor Peter Fricker
(06) 252 1253 or
fax (06) 252 1603

Course Convener:
Dr Kieran Fallon
(06) 252 1253 or
fax (06) 252 1603

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Degree of Doctor of Philosophy (232)

The program is designed to provide an opportunity for high calibre graduates to undertake scholarly postgraduate research in a field of study taken from one of the following areas of expertise within the Faculty: cultural heritage sciences, human and biomedical science, resource and environmental science, dependent on the availability of supervisors.

It is strongly recommended that all potential candidates contact the course convener prior to submission of an application, as a research proposal (3-5 pages) is required with the application.

Successful completion of the program requires candidates to:

- conceive, design and carry to completion a piece of original research which, in the opinion of three independent assessors of recognised standing, adds substantially to existing knowledge and understanding of the field of study;
- demonstrate a thorough knowledge of the scientific literature in their field of study and be aware of current or potential areas of contention likely to form the focus of future research in their field;
- develop the skills necessary for communicating the results of their work effectively to other professionals in their field of study;
- demonstrate a high degree of scholarship.

Course Duration:
Minimum of 3 years full-time or the equivalent part-time; maximum of 5 years full-time or part-time equivalent.

Admission Requirements:
Applicants shall have a degree of bachelor with first or upper second class honours awarded by an Australian university or other recognised higher education institution, and provide evidence of research training and aptitude for research.

Course Requirements/Structure:
Satisfactory completion of 72 credit points as follows

4091
Doctoral Thesis in Applied Science D (full-time) or
4090
Doctoral Thesis in Applied Science D (part-time)

Course Convener:
Dr Martin Thoms
3C41
(06) 201 2133,
E-mail: thoms@science.canberra.edu.au

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Faculty of Communication - General Information

Dean:
Professor Peter Putnis

Head of School of Communication, Media and Tourism, and Deputy Dean:
Associate Professor John Penhallurick

Head of School of Information, Language and Culture Studies, and Deputy Dean:
Associate Professor Belle Alderman

Executive Assistant:
Mr Derek Gould

General Enquiries:
1C143 (06) 201 2901

The Faculty of Communication offers undergraduate, graduate and postgraduate courses administered by the School of Communication, Media and Tourism, and the School of Information, Language and Culture Studies, as listed on the previous page. Students should refer to the section of this Handbook entitled Information for Students, in particular those paragraphs covering definition of University terms, admission, enrolment and academic progress. Prospective and newly-enrolled students should also note the knowledge assumed for each course.

Field Classes Field study or placements may comprise a part or whole of some of the units students are required or elect to take during their course of study. Students will be expected to meet their own transport costs involved in such field classes or placements.

University of Canberra, AUSTRALIA

1997 HANDBOOK

Degree of Bachelor of Arts in Communication (335)

The courses in Communication offered by the Faculty are interdisciplinary and designed to prepare students for public and private sector employment in areas which require a thorough understanding of the nature and operation of communication processes in modern society.

The Bachelor of Arts in Communication provides a strong grounding in communication research methods and applications and contains industry experience opportunities. Students may undertake the degree with one of the specialisations listed below.

Program Director:
Dr Elizabeth Patz
1C142
(06) 201 2996

Specialisations and Conveners:

Advertising and Marketing
Dr Louis Mancuso
1C123
(06) 201 2060

Communication
Associate Professor John Penhallurick
1C144
(06) 201 2346

Journalism
Ms Wendy Bilboe
9C3
(06) 201 2597

Media
Mr Greg Battye
9C6
(06) 201 2928

Professional Writing
Mr Ron Miller
9C2
(06) 201 2651

Public Relations
Mrs Raveena Singh
1C123
(06) 201 2274

Advertising/Marketing Specialisation - Bachelor of Arts in Communication (105)

The Advertising/Marketing specialisation aims to provide students with a thorough understanding of the nature and functions of communication in society, combined with the practical and professional skills and attitudes required for successful and responsible marketing and advertising activities.

Graduates could find employment with any of the three participants in the advertising industry: advertising agencies (in either the creative or the account management side); the media; or advertisers, that is any organisation, public or private, that needs staff with knowledge in advertising and marketing to handle their campaigns. Employment possibilities in market research may also be possible.

Course Duration: 3 years full-time or equivalent part-time

Assumed Knowledge: ACT: English (T) major; NSW: 2u English

Course Requirements: Satisfactory completion of 70 credit points (from a minimum of twenty semester units or equivalent year-long units), of which not more than 30 credit points (or the equivalent of 10 semester-long units) may be at semester levels 1/2, as follows:

(a) 22 credit points from required Communication core units:
  (i) 2 required Foundation units, plus
  (ii) 2 year-long Communication units or pairs of units;
(b) not less than 18 or more than 24 credit points from an approved sequence of units forming an Advertising/Marketing major;
(c) six credit points from two required Communication Skills units;
(d) sufficient further elective units to yield a degree total of at least 70 credit points, from at least the equivalent of 20 semester-long units.

Electives: These may be chosen from any units compatible with the student's vocational objectives and educational interests. When choosing electives, students must ensure that they do not exceed a maximum of 30 credit points at semester levels 1/2. Because of prerequisite constraints, this may require a sequence of three or four semester-length units in one area of study. Details of single electives and elective majors are to be found in the Electives section of this Handbook.

Course Advice: Students seeking course advice should contact the discipline convener.

Discipline Convener:
Dr Louis Mancuso
1C123
(06) 201 2060

e-mail: lcm@comserver.canberra.edu.au

Typical Full-time Course Structure:
Bachelor of Arts in Communication - Advertising/Marketing

	Semester 1	Semester 2
YEAR 1	4014 Introduction to Communication 4446 Introduction to Marketing Communication (year-long) 2312 Communication Research Methods* 3519 Economics 1A (year-long) *or* 0034 Microeconomics 1	4013 Communication Traditions 4446 Introduction to Marketing Communication (cont'd) 1228 Language, Culture and Society 3519 Economics 1A (cont'd) *or* 0020 Macroeconomics 1 (if 0034 Macroeconomics 1 taken in Semester 1)
YEAR 2	Communication Core unit# 2483 Advertising Strategy Elective	Communication Core unit# 2484 Advertising Operations Elective
YEAR 3	Communication Core unit# 4243 International Advertising *or* 4244 Copywriting Elective@	Communication Core unit# 4240 Integrated Communication Campaigns Elective@

*or any other appropriate Communication Skills unit approved by the Head of School

#Sixteen credit points are required from the following Communication pairs:

Creative Communication Pair
4649 Creative Communication 1
4650 Creative Communication 2

Mass Communication Pair
4054 Mass Communication Production
4651 Mass Communication Audiences

New Technologies and Convergence Pair
4656 New Technologies and Covergence 1
4657 New Technologies and Covergence 2

Organisational and Intercultural Communication Pair
4669 Organisational Communication
4670 Intercultural Communication

Special Studies Pair*
1135 Special Studies in Communication A
2427 Special Studies in Communication B

**Note*: The Special studies units are available only with the permission of the Head of School.

Journalism Specialisation - Bachelor of Arts in Communication (105)

The specialisation in Journalism combines communication studies with thorough instruction in journalistic skills, judgement and responsibilities. Students may choose to concentrate on either print or broadcast journalism.

Graduates could find employment with metropolitan or provincial newspapers, radio or television, or general or specialist magazines. Other employment opportunities exist with clubs, associations, institutional or sports newspapers and magazines. Large organisations, public or private, employ graduates with their degree in information and press office positions or as media liaison officers.

Course Duration:
3 years full-time or equivalent part-time

Assumed Knowledge:
ACT: English (T) major; NSW: 2u English

Course Requirements:
Satisfactory completion of 72 credit points (from a minimum of twenty semester units or equivalent year-long units), of which not more than 30 credit points (or the equivalent of 10 semester-long units) may be at semester levels 1/2, as follows

(a) 14 credit points from required Communication core units:
  (i) 2 required Foundation units, plus
  (ii) Communication pair of units;
(b) not fewer than 18 or more than 24 credit points from an approved sequence of units forming a Journalism Major;
(c) six credit points from two required Communication Skills units;
(d) sufficient further Elective units to yield a degree total of at least 72 credit points, from at least the equivalent of 20 semester-long units.

Electives:
These may be chosen from any units compatible with the student's vocational objectives and educational interests. When choosing electives, students must ensure that they do not exceed a maximum of 30 credit points at semester levels 1/2. Because of prerequisite constraints, this may require a sequence of three or four semester-length units in one area of study. Details of single electives and elective majors are to be found in the Electives section of this Handbook.

Course Advice:
Students seeking course advice should contact the discipline convener.

Special Note:
The unit 3736 Introduction to News may be taken as a single unit by students who are not enrolled in the Journalism specialisation.

3736 Introduction to News is compulsory for Journalism specialisation students.

Professional Recognition:
The specialisation in Journalism is accredited with the Media Entertainment and Arts Alliance. Satisfying the requirements of the course qualifies graduates for membership of the Alliance.

Discipline Convener:
Ms Wendy Bilboe
9C3
(06) 201 2597

Typical Full-time Course Structure:
Bachelor of Arts in Communication - Journalism
Electronic Journalism emphasis

	Semester 1	Semester 2
YEAR 1	4014 Introduction to Communication 3736 Introduction to News (year-long) 2312 Communication Research Methods* Elective	4013 Communication Traditions 3736 Introduction to News (cont'd) 0952 Law of Communications* Elective
YEAR 2	Communication Core unit# 1831 Broadcast Journalism 1 Elective	Communication Core unit# 1832 Broadcast Journalism 2 Elective
YEAR 3	4647 Advanced Broadcast Journalism 1 4239 Business Journalism Elective	4648 Advanced Broadcast Journalism 2 Elective Elective

Print Journalism emphasis

	Semester 1	Semester 2
YEAR 1	4014 Introduction to Communication 3736 Introduction to News (year-long) 2312 Communication Research Methods Elective	4013 Communication Traditions 3736 Introduction to News (cont'd) 0952 Law of Communications* Elective
YEAR 2	Communication Core unit# 4658 Print Journalism 1 Elective	Communication Core unit# 4659 Print Journalism 2 Elective
YEAR 3	4030 Sub-Editing 4239 Business Journalism Elective	4024 Publication Design Elective Elective

*Or any other skills unit approved by the Head of School.

Note: Journalism students count 0952 Law of Communications as a skills unit.

#Eight credit points are required from the following Communication pairs:
Creative Communication Pair
4649 Creative Communication 1
4650 Creative Communication 2

Mass Communication Pair
4054 Mass Communication Production
4651 Mass Communication Audiences

New Technologies and Convergence Pair
4656 New Technologies and Covergence 1
4657 New Technologies and Covergence 2

Organisational and Intercultural Communication Pair
4669 Organisational Communication
4670 Intercultural Communication

Special Studies Pair*
1135 Special Studies in Communication A
2427 Special Studies in Communication B

**Note*: The Special Studies units are available only with the permission of the Head of School.

Media Specialisation - Bachelor of Arts in Communication (105)

The specialisation in Media is a balanced program of analytical study and practical training. It aims to provide students with knowledge, skills and attitudes which will equip them to find productive work in a constantly changing media industry. The media specialisation focuses on the information production field; the non-fictional form in all its variations, from news and current affairs to corporate and educational video, as well as computer-based interactive media programming.

Within the Media specialisation, Media students will be able to pursue a full major in multi-media authoring and management. Also on offer is a six-unit elective major in multi-media management and authoring which will be available to all students throughout the University. For further information telephone (06) 201 5105.

Course Duration:
3 years full-time or equivalent part-time

Assumed Knowledge:
ACT: English (T) major; NSW: 2u English

Course Requirements:
Satisfactory completion of 72 credit points (from a minimum of twenty semester units or equivalent year-long units), of which not more than 30 credit points (or the equivalent of 10 semester-long units) may be at semester levels 1/2, as follows

(a) 22 credit points from required Communication core units:
  (i) 2 required Foundation units, plus
  (ii) 2 Communication pairs of units;
(b) not less than 18 or more than 24 credit points from an approved sequence of units forming a Media Major;
(c) six credit points from two required Communication Skills units;
(d) sufficient further Elective units to yield a degree total of at least 72 credit points, from at least the equivalent of 20 semester-long units.

Electives:
These may be chosen from any units compatible with the student's vocational objectives and educational interests. When choosing electives, students must ensure that they do not exceed a maximum of 30 credit points at semester levels 1/2. Because of prerequisite constraints, this may require a sequence of three or four semester-length units in one area of study. Details of single electives and elective majors are to be found in the Electives section of this Handbook.

Course Advice:
Students seeking course advice should contact the discipline convener.

Discipline Convener:
Mr Greg Battye
9C6
(06) 201 2928

Typical Full-time Course Structure:
Bachelor of Arts in Communication - Media

	Semester 1	Semester 2
YEAR 1	4014 Introduction to Communication 4254 Introduction to Media 2312 Communication Research Methods Elective	4013 Communication Traditions 4277 Media Representation and Analysis 2571 Language, Culture and Society Elective
YEAR 2	Communication pair# 4652 Media Production 1 Elective	Communication pair# 4653 Media Production 2 Elective
YEAR 3	Communication pair# An advanced production unit* Elective	Communication pair# An advanced production unit* Elective

*To be selected from:
4654 New Media 1
4655 New Media 2
4663 Television Production 1
4664 Television Production 2

#Sixteen credit points are required from the following Communication pairs

Creative Communication Pair
4649 Creative Communication 1
4650 Creative Communication 2

Mass Communication Pair
4054 Mass Communication Production
4651 Mass Communication Audiences

New Technologies and Convergence Pair
4656 New Technologies and Covergence 1
4657 New Technologies and Covergence 2

Organisational and Intercultural Communication Pair
4669 Organisational Communication
4670 Intercultural Communication

Special Studies Pair*
1135 Special Studies in Communication A
2427 Special Studies in Communication B

**Note*: The Special Studies units are available only with the permission of the Head of School.

Professional Writing Specialisation - Bachelor of Arts in Communication (105)

The specialisation in Professional Writing is designed for students who wish to prepare themselves for writing careers in fields such as radio and television scriptwriting, freelance fiction and non-fiction, publishing and editing, and writing for young people.

Students accepted into the Professional Writing specialisation are expected to have above-average talent in writing and their status is reviewed at the end of their first semester.

Course Duration:
3 years full-time or equivalent part-time

Assumed Knowledge:
ACT: English (T) major; NSW: 2u English

Course Requirements:
Satisfactory completion of 72 credit points (from a minimum of twenty semester units or equivalent year-long units), of which not more than 30 credit points (or the equivalent of 10 semester-long units) may be at semester levels 1/2, as follows

(a) 22 credit points from required Communication core units:
  (i) 2 required Foundation units, plus
  (ii) 2 Communication pairs of units;
(b) not less than 18 or more than 24 credit points from an approved sequence of units forming a Professional Writing Major;
(c) six credit points from two required Communication Skills units;
(d) sufficient further Elective units to yield a degree total of at least 72 credit points, from at least the equivalent of 20 semester-long units.

Electives:
These may be chosen from any units compatible with the student's vocational objectives and educational interests. When choosing electives, students must ensure that they do not exceed a maximum of 30 credit points at semester levels 1/2. Because of prerequisite constraints, this may require a sequence of three or four semester-length units in one area of study. Details of single electives and elective majors are to be found in the Electives section of this Handbook.

Course Advice:
Students seeking course advice should contact the discipline convener:

Discipline Convener:
Mr Ron Miller
9C2
(06) 201 2651

Typical Full-time Course Structure:
Bachelor of Arts in Communication - Professional Writing
Scriptwriting emphasis

	Semester 1	Semester 2
YEAR 1	4014 Introduction to Communication 1154 Writing 1 English Expression* 2 Electives*	4013 Communication Traditions 3581 Introduction to Professional Writing 2571 Language, Culture and Society Elective*
YEAR 2	Communication unit# 1716 Scriptwriting 1 Elective*	Communication unit# 1717 Scriptwriting 2 Elective*
YEAR 3	Communication unit# 4025 Publishing Elective*	Communication unit# 1825 Scriptwriting Project Elective*

Freelance Writing emphasis

	Semester 1	Semester 2
YEAR 1	4014 Introduction to Communication 1154 Writing 1 English Expression* 2 Electives*	4013 Communication Traditions 3581 Introduction to Professional Writing 2571 Language, Culture and Society Elective*
YEAR 2	Communication unit# 1833 Freelance Writing 1 Elective*	Communication unit# 1834 Freelance Writing 2 Elective*
YEAR 3	Communication unit# 4025 Publishing Elective*	Communication unit# 1824 Freelance Writing Project Elective*

Typical Full-time Course Structure:

**Notes*:

(a) Professional Writing specialisation students should aim for an above average mark in 1154 Writing 1 English Expression. Students who do not achieve a satisfactory result should discuss their choice of specialisation with the discipline convener.

(b) Students with no keyboard skills are advised to take the unit 3762 Communication Interface 1.

(c) For students intending to pursue non-fiction, units in Cultural History and/or Law and/or Politics are a good choice. For students interested in fiction, Literary Studies units are advisable. Students with a special interest in Scriptwriting are advised to take an appropriate elective sequence in Media. (Refer to Electives Section of Handbook).

(d) 3433 Writing for Young People and 4184 Technical Writing may be chosen as electives in the Professional Writing specialisation. They may be taken as alternatives to some professional writing units. The permission of the discipline convener of the Professional Writing specialisation should be sought.

#Sixteen credit points are required from the following semester-long units or pairs of units:

4054 Mass Communication Production
4651 Mass Communication Audiences
1466 Organisational Communication 1
1467 Organisational Communication 2
4057 Communication and Continuing Crises
3743 Political Communication
4649 Creative Communication 1
4650 Creative Communication 2

Special Studies Pair
1135 Special Studies in Communication A
2427 Special Studies in Communication B

Public Relations Specialisation - Bachelor of Arts in Communication (105)

This course is designed for students interested in finding employment in public relations consultancies, public relations departments in government, private enterprise and not-for-profit organisations, and in a variety of positions that make use of public relations and communication skills. Several students have established their own companies.

Course Duration:
3 years full-time or equivalent part-time

Assumed Knowledge:
ACT: English (T) major; NSW: 2u English

Course Requirements:
Satisfactory completion of 72 credit points (from a minimum of twenty semester units or equivalent year-long units), of which not more than 30 credit points (or the equivalent of 10 semester-long units) may be at semester levels 1/2, as follows

(a) 22 credit points from required Communication core units:
  (i) 2 required Foundation units, plus
  (ii) 2 Communication pairs of units;
(b) not less than 18 or more than 24 credit points from an approved sequence of units forming a Public Relations major;
(c) Six credit points from two required Communication Skills unit;
(d) sufficient further Elective units to yield a degree total of at least 72 credit points, from at least the equivalent of 20 semester-long units.

Electives:
These may be chosen from any elective units compatible with the student's vocational objectives and educational interests. When choosing electives, students must ensure that they do not exceed a maximum of 30 credit points at semester levels 1/2. Because of prerequisite constraints, this may require a sequence of three or four semester-length units in one area of study. Details of single electives and elective majors are available in the Electives Section of this Handbook.

Course Advice:
Students seeking course advice should contact the discipline convener.

Professional Recognition:
Graduates in Public Relations qualify for membership of the Public Relations Institute of Australia.

Discipline Convener:
Mrs Raveena Singh
1C123
(06) 201 2274

e.mail: rvs@comserver.canberra.edu.au

Typical Full-time Course Structure:
Bachelor of Arts in Communication - Public Relations

	Semester 1	Semester 2
YEAR 1	4014 Introduction to Communication 4464 Introduction to Marketing Communication (year-long) 2312 Communication Research Methods Elective	4013 Communication Traditions 4464 Introduction to Marketing Communication (cont'd) 2571 Language, Culture and Society *or* 1154 Writing 1 Elective
YEAR 2	Communication Core unit# 4445 Communication Theory for Campaigns Elective	Communication Core unit# 4660 Public Relations Practice 1 Elective
YEAR 3	Communication Core unit# 3745 Public Relations Strategy (year-long) Elective	Communication Core unit# 3745 Public Relations Strategy@ (cont'd) Elective

#Sixteen credit points are required from the following Communication pairs:

Creative Communication Pair
4649 Creative Communication 1
4650 Creative Communication 2

Mass Communication Pair
4054 Mass Communication Production
4651 Mass Communication Audiences

New Technologies and Convergence Pair
4656 New Technologies and Covergence 1
4657 New Technologies and Covergence 2

Organisational and Intercultural Communication Pair
4669 Organisational Communication
4670 Intercultural Communication

Special Studies Pair*
1135 Special Studies in Communication A
2427 Special Studies in Communication B

**Note*: The Special Studies units are available only with the permission of the Head of School.

@ A new Public Relations sequence is being introduced on a staggered basis. In 1997, the second year units, Communication Theory for Campaigns and Public Relations Practice 1 will be introduced. In 1998, the third year units, Public Relations Practice 2 and Public Relations Strategy (semester-long) will be introduced. The year-long Public Relations Strategy unit will be offered in 1997 to allow students who started under the former sequence to complete their course.

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Degree of Bachelor of Arts (Honours) in Communication (314)

The honours degree in Communication is a one-year, end-on degree, open to students who have completed the pass BA in Communication at a satisfactory level.

Students from other universities may apply for entry to the honours degree provided that they have completed either a Bachelor of Arts in Communication degree, or a Bachelor of Arts degree with a major in Communication, with at least a credit average in relevant units.

Course Duration:
1 year full-time or equivalent part-time

Admission Requirements:
Admission to the honours degree will normally require at least a credit average in units of the Communication core and also in units in the student's area of specialisation.

Students seen as showing particular promise at the end of their second year of full-time study will be invited to attend the honours degree dissertation seminar during their third year as preparation for research and thesis writing in the honours year.

Students with results at a satisfactory level in the Pass degree may defer applying for entry to the honours degree for up to three years after completing the Pass degree.

Course Requirements:
Satisfactory completion of at least 24 credit points from

(a)
2 required year-long units (each 8 credit points)

(b)
1 required year-long Communication Specialisation from the list below.

Course Advice:
Students seeking course advice should contact the program director.

Program Director:
Dr Christine Slade
9C14
(06) 201 2341

Typical Full-time Course Structure: Bachelor of Arts (Honours) in Communication		
	Semester 1	Semester 2
YEAR 1	3793 Advanced Communication Theory H (year-long) 3800 Communication Dissertation H (year-long) Specialisation unit* (year-long)	3793 Advanced Communication Theory H (cont'd) 3800 Communication Dissertation H (cont'd) Specialisation unit* (cont'd)

*Students select one required year-long Communication specialisation from the following:
3794 Advanced Mass Communication H
3795 Advanced Organisational Communication H
4465 Creative Communication H
3805 International Communication H
4578 Marketing Communication H

Note: Not all specialisations will be available in any one year. Availability will depend on staff resources and student demand. Intending students should consult the program director on availability.

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Degree of Bachelor of Arts in Information Management (317)

The degree of Bachelor of Arts in Information Management prepares graduates to work as information managers in the world's largest industry - the information industry. The course emphasises the human and technological elements of information management providing both knowledge and skills. It focuses on information management processes, computer applications and communication together with training in one other area. This provides a foundation for keeping abreast of changes in the workplace.

Graduates from the course are keenly sought, or find rapid employment in information environments including business, education and government.

Course Duration:
3 years full-time or equivalent part-time

Assumed Knowledge:
ACT: English (T) major; NSW: 2u English

Course Requirements:
Satisfactory completion of 72 credit points from a minimum of twenty semester units or equivalent year-long units as follows:

(a) 3 required units forming an Information Management core;
(b) a 10 unit specialisation in *either* Office Management or Library and Information Studies
(c) an elective major of 6 sequential semester units (or equivalent year-long units); and
(d) single elective units to make up a total of 20 units.

Electives:
An elective major of six sequential units must be chosen from a field of study in another discipline. Examples include any one of accounting, advertising, applied science, communication, computing studies, economics, environmental design, history, information and records management, law, library and information studies, marketing, modern languages (Chinese, Japanese or Spanish), psychology, public relations, sociology and tourism. Other sequences are possible. Details of both single electives and approved elective majors are given in the Electives section of this Handbook.

Students should note that the elective major must total at least 20 credit points, and that two of the six units must be at level five or higher.

Course Advice:
Students seeking course advice should contact the program director.

Professional Recognition:
Graduates from the Office Management specialisation are eligible for provisional membership of the Australian Society of Accountants if they have completed an accounting major and have also completed the additional required units. Graduates from the Library and Information Studies specialisation are eligible for admission to Associate membership of the Australian Library and Information Association.

Program Directors:

Office Management:
Ms Ann Applebee
1C105
(06) 201 2985

Library and Information Studies:
Ms Trish Milne
1C114
(06) 201 2053

Typical Full-time Course Structure: Bachelor of Arts in Information Management ***Office Management Specialisation***		
	Semester 1	Semester 2
YEAR 1	3762 Communication Interface 1 3757 Introduction to Information Management 3766 Office Management 1/2 (year-long) Elective Major	4490 Communication Interface 2 4492 Information Management Planning 3766 Office Management 1/2 (cont'd) Elective Major
YEAR 2	3751 Office Management 3/4 (year-long) 3760 Desktop Publishing 1 Elective Major	3751 Office Management 3/4 (cont'd) Single Elective* Elective Major
YEAR 3	3779 Office Management 5 4328 Network Information Sources Elective Major	2590 Office Management 6 4646 Electronic Records Management Elective Major
Bachelor of Arts in Information Management ***Library and Information Studies Specialisation***		
	Semester 1	Semester 2
YEAR 1	3757 Introduction to Information Management 3385 Research Skills Elective Major	4492 Information Management Planning 1376 Information Provision Elective Major
YEAR 2	1377 Information Organisation 3763 Information Analysis Elective Major	3570 Cataloguing 4521 Partners in Learning Elective Major
YEAR 3	4328 Network Information Sources 4102 Communication for Management Elective Major	Single Elective* 4105 Supervisory Management Elective Major

*These units are electives chosen from a range of options and may vary.

Single Electives - for Office Management Specialisation
3759 Desktop Publishing 2
0953 Social Research Methods
3754 Hospitality Operations
or any other unit chosen in consultation with the program director.

Single Electives - for Library and Information Studies Specialisation
3758 Information Retrieval
1692 Resources for Young People
4067 Services and Programs for Young People
3228 Legal and Government Publications
3694 Library and Archive Preservation
3752 Management of Archives
3229 Resources for Information and Research
1814 Collections Management
or any other unit chosen in consultation with the program director.

If units taken from this selection are part of a student's elective major, those units cannot be counted in both situations.

Status:
Students who have undertaken similar courses at pre-tertiary level, such as those offered through the TAFE system, may be eligible for credit towards this degree.

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Degree of Bachelor of Arts (Honours) in Information Management (321)

This course has a research focus, and is designed to prepare students for research or project-oriented careers in the information area.

Course Duration:
1 year full-time or equivalent part-time

Admission Requirements:
Students must have a Bachelor of Arts in Information Management or a degree in Office Management or Library and Information Studies, or equivalent qualification.

Course Requirements:
Satisfactory completion of 3 required units. Honours students are also required to take an active part in the postgraduate seminar program.

Course Advice:
Intending students are advised to contact the program director of Information Management prior to enrolment for more detailed course advice.

Program Directors:

Ms Ros Byrne
1C109
(06) 201 2211

Ms Trish Milne
1C114
(06) 201 2053

Typical Full-time Course Structure: Bachelor of Arts (Honours) in Information Management		
	Semester 1	Semester 2
YEAR 1	4217 Research Methods H 4467 Information Management Studies Thesis H (year-long)	4468 Issues in Information Management Studies H 4467 Information Management Studies Thesis H (cont'd)

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Degree of Bachelor of Arts in Modern Languages

This course is not available to students newly enrolling in 1997. Continuing students should refer to the 1996 University Handbook for course information. Chinese, Japanese and Spanish will continue to be offered as majors to new and existing students.

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Degree of Bachelor of Arts in Tourism (204)

Assumed Knowledge:
ACT: English (T) major; NSW: 2u English

Admission/Course Duration:
There are two methods of entry to the course. Entry Method One (EM1) follows normal University entry procedures and is for students without an appropriate associate diploma level award. For EM1 students the course normally is three years full-time or the equivalent part-time. Entry Method Two (EM2) is for students possessing an Associate Diploma of Business in Hospitality or Travel from the Canberra Institute of Technology or its equivalent. For EM2 students the course is normally two years full-time or the equivalent part-time.

Course Requirements:

For EM1 students, satisfactory completion of at least 21 units (or equivalent) and at least 72 credit points as follows

(i)
eight required units yielding 40 credit points in total, comprising:

(a)
three year-long units yielding 22 credit points:
3711 Introduction to Tourism (year-long)
3814 Tourism Marketing (year-long)
3815 Tourism Planning and Development (year-long)

and

(b)
five semester-long units yielding 18 credit points:
3296 Tourism Computer-Based Systems
3337 Tourism Research
3754 Hospitality Operations
4200 Tourism Economics and Policy
3712 Tourism Industry Project Scheme

(ii)
a sequence of six approved specialist units

(iii)
additional credit points from at least four approved elective units to make a total of at least 72 credit points.

EM2 students are required to take the following program of study, worth 48 credit points:

(i)
required units yielding 40 credit points in total:
three year-long units yielding 22 credit points:
3711 Introduction to Tourism
3814 Tourism Marketing
3815 Tourism Planning and Development

and

five semester-long units yielding 18 credit points:
3296 Tourism Computer-Based Systems
3337 Tourism Research
3754 Hospitality Operations
4200 Tourism Economics and Policy
3712 Tourism Industry Project Scheme

and

(ii)
additional credit points from approved elective units so as to make a total of at least 8 credit points.

Note: **EM2 students must** see the program director upon enrolment in order to ensure that credit is granted for previous studies.

Specialist units:
Some of the areas in which specialisation are available include accounting; administration (either general list (management) or public administration related or policy-related); advertising/marketing; Chinese (Chinese 1-6); information systems (computing); Japanese (Japanese 1-6); marketing; office management; organisational communication; public relations/marketing; public relations/advertising; Spanish (Spanish 1-6), and sports management.

Note: As part of the course, language units other than Japanese, Chinese and Spanish may be available at the Australian National University. These include units in French, German, Italian, Korean and Thai and may be taken in lieu of Japanese, Chinese or Spanish subject to the approval of the Dean of Faculty.

Electives:
These may be any approved elective units from any Faculty in the University; refer to the Electives section in this Handbook.

Course Advice:
Students seeking course advice should contact the program director.

Program Director:
tba

Typical Full-time Course Structure:
Bachelor of Arts in Tourism
FOR ENTRY METHOD ONE (EM1)

	Semester 1	Semester 2
YEAR 1	3711 Introduction to Tourism (year-long) 3296 Tourism Computer Based Systems Specialisation Unit* Elective(s)#	3711 Introduction to Tourism(cont'd) 3337 Tourism Research Specialisation Unit* Elective(s)#
YEAR 2	3814 Tourism Marketing (year-long) 4200 Tourism Economics and Policy Specialisation Unit* Elective#	3814 Tourism Marketing (cont'd) 3754 Hospitality Operations Specialisation Unit*
YEAR 3	3815 Tourism Planning and Development (year-long) Specialisation Unit* Elective(s)#	3815 Tourism Planning and Development (cont'd) 3712 Tourism Industry Project Scheme Specialisation Unit*

Required Full-time Course Structure:
Bachelor of Arts in Tourism
FOR ENTRY METHOD TWO (EM2)
(ie those students processing an Associate Diploma in Hospitality or Travel from the Canberra Institute of Technology or its equivalent at credit, average or above)

YEAR 1	3711 Introduction to Tourism (year-long) 3296 Tourism Computer-Based Systems Two Electives#	3711 Introduction to Tourism (cont'd) 3337 Tourism Research 3754 Hospitality Operations Elective#

YEAR 2	3815 Tourism Planning and Development (year-long) 4200 Tourism Economics and Policy 3814 Tourism Marketing (year-long)	3815 Tourism Planning and Development (cont'd) 3814 Tourism Marketing (cont'd) 3712 Tourism Industry Project Scheme

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Graduate Certificate in Records and Archives Management (351)

This is a full-fee paying course. The Graduate Certificate in Records and Archives Management is an intensive course in the theory, principles and practices of recordkeeping across a variety of media to meet contemporary information needs. The course is designed for students who are planning a career change, or who have already moved into positions in the records and archives fields and seek to add tertiary qualifications in these specialist areas.

Course Duration:
Four weeks full-time, in two two-week modules, which may be taken separately.

Admission Requirements:
Students must meet the University's admission requirements for Graduate Certificate programs, or apply for admission in accordance with special requirements as determined by the Admissions Committee. In some cases, bridging units may need to be completed.

Course Requirements:
Satisfactory completion of three compulsory units (12 credit points total) in two two-week modules.

Course Advice:
Students seeking course advice should contact the course convener.

Course Convener:
Mrs Elaine Eccleston
1C107
(06) 201 2275

Typical Course Structure: Graduate Certificate in Records and Archives Management	
First two-week module	4587 Records and Archives Management G1 4588 Records and Archives management G2
Second two-week module	4589 Records and Archives Management G3

Note: The course is expected to be offered in late 1997.

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Graduate Diploma of Arts (164)

The Graduate Diploma of Arts in the field of information studies is postgraduate in content as well as time. Postgraduate studies are available in five areas of specialisation: research and archival resources, information and records management, information retrieval, library systems and services, and services for young people. The course is designed for graduates who have a satisfactory level of educational preparation in the theory of library and information studies or in a discipline allied to their proposed area of specialisation, and who have not less than two years of relevant work experience.

This course in information studies is offered in two modes: as a postgraduate qualification with emphasis on continuing professional education, and as a postgraduate qualification with emphasis on applied research, equivalent to the first year of the Master of Arts course.

Course Duration:
The course can be completed in the equivalent of 1 year of full-time study. On a part-time basis, no student may take longer than four years.

Admission Requirements:
The level of attainment required may be met by such qualifications as a graduate diploma in librarianship or a bachelor's degree with a major in librarianship. Qualifications in information science, educational technology, records management, communication, children's literature or other related disciplines may also meet the requirements. In some cases, bridging units may be imposed.

Course Requirements:
Satisfactory completion of three or five units as follows

(a)
- two core units:
- 0094 Research Methods PG
- 2316 Issues in Information Studies PG and

(b)
- units to meet requirements for one of two modes:
  - (i)
    - Professional Development Mode
    - Two 3-credit point elective units at graduate level in library and information studies or in other disciplines relevant to the field, the content of which has not been covered by previous coursework, plus the unit 4402 Information Study PG
  - (ii)
    - Masters Preliminary Mode
    - 4401 Information Studies Thesis Preparation PG

Within each mode, students will be required to concentrate in one of the following areas of specialisation:
research and archival resources
information and records management
information retrieval
library systems and services
or services for young people

Canberra-based students are also required to take an active part in the Postgraduate Seminar program.

Course Advice:
Before enrolling, students should discuss with the course convener the best means of undertaking the program.

Course Convener:
Dr Peter Clayton
1C110
(06) 201 5431

Typical Full-time Course Structure: Graduate Diploma of Arts (in Information Studies) ***Professional Development Mode***		
	Semester 1	Semester 2
YEAR 1	0094 Research Methods PG Graduate level unit Graduate level unit	2316 Issues in Information Studies PG 4402 Information Study PG
Graduate Diploma of Arts (in Information Studies) ***Masters Preliminary Mode***		
	Semester 1	Semester 2

YEAR 1	0094 Research Methods PG 4401 Information Studies Thesis Preparation PG (year-long)	2316 Issues in Information Studies PG 4401 Information Studies Thesis Preparation PG (cont'd)

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Graduate Diploma in Communication (229)

Course Duration:
1 year full-time or equivalent part-time

Admission Requirements:
At least a bachelor degree in Communication (or with a major in Communication) or a bachelor degree in a cognate area, with at least a credit average.

Special Note: Generally, students intending to pursue postgraduate study in Communication are encouraged to apply for admission to the Masters (203) program. The Graduate Diploma in Communication is available only as an exit award. If students decide not to proceed to the thesis year, they may apply to take out the Graduate Diploma in Communication award. For details of the Master of Arts in Communication refer to Course No 230.

Course Requirements:
The requirements of the Graduate Diploma are the same as those for the preparatory year of the masters degree, that is, satisfactory completion of at least 24 credit points from 2 required units and a year-long communication specialisation (8 credit points) as follows

(a)

16 credit points from two year-long required units
3783 Advanced Communication Theory PG
4398 Communication Thesis A PG

(b)

8 credit points from one of the following specialisations
3784 Advanced Mass Communication PG
3785 Advanced Organisational Communication
3787 Communication and Development PG
4466 Creative Communication PG
3791 International Communication PG
4580 Marketing Communication PG

Note:

Not all specialisations will be available in any one year. Availability will depend on staff resources and student demand. Intending students should consult the program director on availability.

Course Advice:
Students seeking course advice should contact the program director.

Program Director:
Associate Professor Graeme Osborne
1C145
(06) 201 2644

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Graduate Diploma in Library and Information Management (163)

The programs of education for library and information studies offered by the University are designed to prepare students for professional careers in librarianship, information retrieval, archives, records management, research and related areas. They lead to awards acceptable to employers, and entry-level courses are accredited by the Australian Library and Information Association.

The program offers an opportunity for specialisation in library systems and services, information retrieval, research and archival resources, services for young people, or information and records management. Field placement in a library or information agency is also available.

Course Duration:
The course may be completed in one year of full-time study commencing in first semester, but students should be aware that it is a demanding course and, if they have family, work or other commitments, they would be well advised to take the course part-time over more than one year. Because of prerequisite structures, students commencing in second semester are unable to complete the course in fewer than three semesters.

Admission Requirements:
The Graduate Diploma in Library and Information Management is an avenue for entry to the profession for students who have completed degree courses in other areas of study. Students who have completed degrees in library and information studies will be admitted only in exceptional circumstances.

Course Requirements:

Satisfactory completion of 8 units as follows:

(a)
5 required units; and
(b)
3 specialist electives as listed below.

Course Advice:
Students seeking course advice should contact the program director.

Professional Recognition:
This course is recognised by the Australian Library and Information Association.

Program Director:
Ms Trish Milne
1C114
(06) 201 2053

Typical Full-time Course Structure: Graduate Diploma in Library and Information Management		
	Semester 1	Semester 2
YEAR 1	3226 Foundations of Information Organisation G 1684 Foundations of Information Services G *Either* 1 Specialist Elective+ and 1 Information Technology unit# *or* 2 Specialist Electives#	3569 Cataloguing G 4104 Supervisory Management G* *Either* 2 Specialist Electives+ *or* 1 Specialist Elective+ and1 Information Technology unit#

*Students with undergraduate or other formal coursework in similar units may apply for an exemption and take a specialist stream unit or any other approved unit in lieu, and should see the program director of Library and Information Studies for exemption.

+Information Technology units recommended are 3761 Communication Interface G1, 3593 Communication Interface G2 or 0565 Basic Information Systems G.

#Students select three specialist electives from one of the following Specialist Streams

(a)
Information Retrieval
3765 Information Retrieval G
2699 Advanced Information Retrieval G
3780 Information Analysis G
4329 Network Information Sources G
3224 Field Placement G

(b)
Services for Young People
1165 Resources for Young People G
4068 Services and Programs for Young People G
3224 Field Placement G

(c)
Research and Archival Resources G
0195 Resources for Information and Research G
3227 Legal and Government Publications G
3705 Library and Archive Preservation G
3764 Management of Archives G
3224 Field Placement G

(d)
Library Systems and Services
1815 Collections Management G
0195 Resources for Information and Research G
3224 Field Placement G

(e)
Information and Records Management
3484 Information and Records Management G together with two of the following units
3764 Management of Archives G
tba Advanced Information Management G
or
3224 Field Placement G

Students with a particular need or interest may substitute an alternative unit for one of their specialist stream units. In addition to units in other specialist streams, the alternative units may include 3219 Independent Study in Library and Information Studies G, 3223 Special Studies in Library and Information Studies G, 3668 Museology G1, 3915 Women and Organisations G, advanced computing units, and other units relevant to the practice of information work as approved by the program director of Library and Information Studies. Students should seek permission from the program director of Library and Information Studies, who will confirm their choice with a note on their student file.

Part-time Students: Beginning part-time students undertaking one unit per semester should enrol in 1684 Foundations of Information Services G in Semester 1, and 0565 Basic Information Systems G, 3761 Communication Interface G1 or 3593 Communication Interface G2 in Semester 2.

Beginning part-time students undertaking two units per semester should enrol in 1684 Foundations of Information Services G and 3226 Foundations of Information Organisation G in Semester 1.

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Graduate Diploma in Office Management (209)

The Graduate Diploma in Office Management course is intended for those who wish to add a specialised qualification to their first degree in any other area. It seeks to produce graduates who are able to perform in offices the wide range of managerial tasks which have resulted from the introduction of new office technologies. Graduates from the course are keenly sought, and find rapid employment in the offices of business, government and community organisations.

Course Duration:
1 year full-time or equivalent part-time

Admission Requirements:
Undergraduate degree from an Australian university or college of advanced education, or equivalent.

Course Requirements:
Satisfactory completion of 8 required semester-long units (24 credit points).

Course Advice:
Students seeking course advice should contact the discipline convener.

Discipline Convener:
Ms Ros Byrne
1C109
(06) 201 2211

Typical Full-time Course Structure: Graduate Diploma in Office Management		
	Semester 1	Semester 2
YEAR 1	4101 Communication for Management G1 4100 Communication for Management G2 3761 Communication Interface G1 Elective 1	3593 Communication Interface G2 3484 Information and Records Management G 4104 Supervisory Management G Elective 2

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Graduate Diploma in Professional Communication (231)

In 1997 only the Professional Writing Specialisation will be offered.

Course Duration:
1 year full-time or equivalent part-time as resources permit.

Admission Requirements:
A first degree, preferably in a communication, writing or arts related area. Applicants are advised to include samples of their writing with their application and a covering letter explaining the reason for their interest.

Course Requirements:
Satisfactory completion of at least 24 credit points, as follows

(i)
one required unit worth 8 credit points:
4466 Creative Communication : Literature and Film PG
or units as recommended by course adviser

(ii)
and six further units, to total at least 16 credit points

Professional Writing
2262 Freelance Writing G1
2264 Freelance Writing G2
2273 Scriptwriting G1
2278 Scriptwriting G2
3507 Publishing G or 3481 Writing for Young People G
and
either 2279 Scriptwriting Project G
or 2267 Freelance Writing Project G

Note: Students in the Professional Writing specialisation may substitute an approved units in place of 4466 Creative Communication : Literature and Film PG.

Course Advice:
Students seeking course advice should contact the program director.

Program Director:
Mr Ron Miller
9C2
(06) 201 2651

Note: The specialisations in Advertising/Marketing, Broadcast Journalism, Media and Public Relations are not available in 1997 to newly enrolling students.

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Graduate Diploma in Tourism Management (222)

Course Duration:
1 year full-time or equivalent part-time.

Admission Requirements:
Entry to the course will be on the basis of satisfactory completion of an undergraduate award which includes an appropriate major study or equivalent.

Course Requirements:
Satisfactory completion of three year-long and one semester-long Tourism core units, and one year-long applied skills unit. In addition, students choose one elective unit. To qualify for the award, these units must total at least 24 credit points.

Course Advice:
Students seeking course advice should contact the program director.

Program Director:
tba

Typical Full-time Course Structure: Graduate Diploma in Tourism Management		
	Semester 1	Semester 2
YEAR 1	3816 Introduction to Tourism G (year-long) 3715 Tourism Planning and Development G (year-long) 4199 Tourism, Economics and Policy G 3714 Tourism Marketing G (year-long)	3816 Introduction to Tourism G (cont'd) 3715 Tourism Planning and Development G (cont'd) 3714 Tourism Marketing G (cont'd) Elective unit*

* The elective unit can be taken from any approved unit in the University register but students would be encouraged to take Tourism specific units such as 3577 Tourism Research G, 3753 Hospitality Operations G or 4253 Convention and Festival Management G, offered by the Faculty of Communication, or 2540 Tourism and Environment PG, a graduate unit offered by the Faculty of Applied Science.

University of Canberra, AUSTRALIA

1997 HANDBOOK

Degree of Master of Advertising and Public Relations (by coursework) (350)

Enrolment in this course will be only on a full fee-paying basis.

The purpose of this course is to introduce graduate students to the discipline of Marketing Communications, normally for professional purposes. It consists of 48 credit points, with a preparatory year consisting of a subsumable Graduate Diploma of Professional Communication, worth 24 credit points, and a masters year, also worth 24 credit points.

Note that there is no separate admission to the Graduate Diploma in Professional Communication, which is available only as an exit award to students not going on to the Masters year.

The course is designed specifically to focus on advertising and public relations, and the general area of marketing communication, rather than on marketing economics. It will focus on the development of the students' professional talents in the areas of communication theory, public relations and advertising.

Course Duration:
2 years full-time or equivalent part-time

Admission Requirements:
Admission requires at least the completion of a three year degree.

Advanced Standing:
In accordance with the University's policy on masters degrees (by coursework), advanced standing may be granted to applicants who meet the following criteria (or other criteria determined by the Admissions Committee):

(a)
an honours degree and at least two years work experience relevant to the masters# up to 24 credit points;

(b)
postgraduate diploma or graduate diploma, and at least two years work experience relevant to the masters# up to 24 credit points;

(c)
four year degreee and at least two years work experience relevant to the masters# up to 24 credit points;

(d)
three year degree and at least two years work experience relevant to the masters# up to 24 credit points.

#*Note*: The two years work experience in the above categories should be equivalent in the case of (a), (b) and (c) to 24 credit points from the first year; and in the case of (d) to 12 credit points from the first year.

In relation to work experience, the Faculty would consider job responsibility, skills and experience. It would require the applicant for 24 credit points advanced standing to have some managerial-level experience in the marketing communication area. Such persons will have had to apply and exhibit a knowledge and practical work experience in the areas of advertising and/or public relations, management, financial management, economics and marketing.

The following are specific examples of what would constitute adequate levels of work experience: a person who has achieved the level of Assistant/Associate Account Executive in an advertising agency; an Assistant/Associate Public Relations specialist for the Department of Defence; or a Assistant/Associate Public Relations Account Executive for a Public Relations agency; or an Assistant Product Manager for a consumer products firm.

All applicants for Advanced Standing on a basis including work experience will be interviewed by the course admissions committee.

Course Requirements:

a)
In the first year, students will study the following units. The core units are offered by the Faculty of Communication. Elective units include units offered by the Faculties of Management and Communication. Thus the first year comprises 24 credit points from the following units:

a)
16 credit points from 3 core units:
4579 Marketing Communication G
4574 Communication Research Methods G
4586 Public Relations Strategy G

b)
8 credit points from 2 elective units:
3924 Economics for Managers G
3929 Financial Management G
3962 Marketing G
4355 Marketing Law G
4575 Copywriting G

b)
In the second (Masters) year, 24 credit points from the following units:
4584 Marketing Communication Theory M
4583 Marketing Communication Strategy M
4581 Marketing Communication Research M
4576 Integrated Communication Campaigns M
4577 International Marketing Communication M
tba Management of Marketing Communication M

Course Advice:
Students seeking course advice should contact the course convener.

Course Convener:
Dr Louis Mancuso
1C123
(06) 201 2060
e-mail: lcm@comserver.canberra.edu.au

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Degree of Master of Arts in Communication (by research) (230)

This course intake is restricted to first semester, and is postgraduate in content as well as time. The course consists of a preparatory year, involving coursework and thesis prepartion, followed by a thesis year. As noted earlier, students who complete the preparatory year but who choose not to (or are advised not to) go on to the thesis year may apply to take out the Graduate Diploma in Communication.

Course Duration:
2 years full-time or equivalent part-time

Admission Requirements:
At least a bachelor degree in Communication (or with a major in Communication) or a bachelor degree in a cognate area, with at least a credit average.

Course Requirements:
Satisfactory completion of a total of 48 credit points as follows.

In the preparatory year:

At least 24 credit points from 2 required units (8 credit points each) and a year-long communication specialisation (8 credit points) as follows:

(a)

16 credit points from two year-long required units
3783 Advanced Communication Theory PG
4398 Communication Thesis A PG

(b)

8 credit points from one of the following specialisations
3784 Advanced Mass Communication PG
3785 Advanced Organisational Communication PG
4466 Creative Communication PG
3791 International Communication PG
4580 Marketing Communication PG

Note: Not all specialisations will be available in any one year. Availability will depend on staff resources and student demand. Intending students should consult the Head of School on availability.

In the thesis year:

24 credit points from the unit 4399 Communication Thesis B M (full-time)/4400 Communication Thesis B M (part-time). Before commencing their thesis, students must present a satisfactory research proposal to the Faculty Higher Degrees Committee.

Intending students should note that there may be some variation to the course requirements shown above. Further information is available from the program director.

Course Advice:
Students seeking course advice should contact the program director.

Program Director:
Associate Professor Graeme Osborne
1C145
(06) 201 2644

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Degree of Master of Arts (in Information Studies) (by research) (313)

At the postgraduate level, students may undertake a Master of Arts degree by research in one of the following areas of specialisation: archival resources, information and records management, information retrieval, library systems and services, or resources and services for young people.

Course Duration:
The Master of Arts course may be completed in two years of full-time study.

Except with the express approval of the Faculty's Higher Degree Committee, no candidate may complete the course in less than one year. No candidate may take more than five years to complete the course.

Admission Requirements:
The level of attainment required may be met by such qualifications as a graduate diploma in librarianship or a bachelor degree with a major in librarianship. Qualifications in information science, educational technology, records management, communication, children's literature or other related disciplines may also meet the requirements. In some cases, bridging units may be imposed.

Students who possess the Graduate Diploma of Arts (in Information Studies) or equivalent qualification may proceed directly to the thesis year (Year 2).

Course Requirements:
Satisfactory completion of four units as follows:
0094 Research Methods PG
2316 Issues in Information Studies PG
4401 Information Studies Thesis Preparation PG
2251 Information Studies Thesis M (part-time) *or*
2287 Information Studies Thesis M (full-time)

Typical Full-time Course Structure: Master of Arts (in Information Studies)		
	Semester 1	Semester 2
YEAR 1	0094 Research Methods PG 4401 Information Studies Thesis Preparation PG (year-long)	2316 Issues in Information Studies PG 4401 Information Studies Thesis Preparation PG (cont'd)
YEAR 2	2251 Information Studies Thesis M (part-time) *or* 2287 Information Studies Thesis M (full-time)	2251 Information Studies Thesis M (part-time) (cont'd) 2287 Information Studies Thesis M (full-time) (cont'd)

In addition, Canberra-based students are expected to participate fully in the Postgraduate Seminar program. Students interested in pursuing this course should request the publication *A Handbook for Students in Postgraduate Courses, Part B: Thesis Requirements*, from the program director of Library and Information Studies.

Students who complete Year 1 but who choose not to (or are advised not to) proceed to the thesis year, Year 2 may apply to take out the Graduate Diploma of Arts (in Information Studies).

Course Advice:
Students seeking course advice should contact the course convener.

Course Convener:
Dr Peter Clayton
1C110
(06) 201 5431

University of Canberra, AUSTRALIA

1997 HANDBOOK

Degree of Master of Arts in Tourism (by research) (327)

The aim of the course is to provide applicants who have an appropriate educational background with an opportunity to pursue research at masters degree level in a specialised area of tourism studies.

Course Duration:
Two years full-time, or the equivalent part-time. The course intake is restricted to Semester 1.

Admission Requirements:
At least a bachelor degree in Tourism (or with a major in Tourism), or a bachelor degree in a cognate area, with at least a credit average.

Course Requirements:
The course comprises coursework in contemporary issues in tourism studies and regional tourism development, and research by dissertation and thesis in a specialised area of tourism and leisure studies. Areas of tourism studies in which theses can be undertaken include alpine tourism, Australasian tourism studies, convention and meetings management, cultural and heritage tourism, nature-based tourism, tourism impact analysis. Further choices are available; details may be obtained from the course convener.

The academic requirements of this course are a total of 48 credit points as follows:

In the Preparatory Year (full-time)
At least 24 credit points from 3 required year-long units (24 credit points) as follows:
4528 Contemporary Tourism Issues M (8cp)
4529 Regional Tourism Development M (9cp)
4530 Tourism Studies Masters Thesis Proposal M (8cp)

In the Second Year
At least 24 credit points from the required unit 4532 Tourism Studies Masters Thesis M (full-time) (24 credit points), or 4531 Tourism Studies Masters Thesis M (part-time) (24 credit points).

Course Advice:
Intending students are advised to consult the course convener in the first instance.

Course Convener:
tba

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Degree of Master of Marketing Communication (by coursework) (348)

Enrolment in this course will be only on a full fee-paying basis.

This course is designed to provide graduates with an advanced understanding of all facets of Marketing Communication. The program will focus on a number of major interdisciplinary areas of study: advertising, public relations, promotions, sponsorship, direct marketing, publicity and sales management. Although notionally a course of 48 credit points, in fact, only 24 credit points will be taught. Entry is restricted to students who qualify for Level 1 entry, that is 24 credit points Advanced Standing (see below). Note that there will be no intake in mid-1997, but in 1998, intake will be at the beginning of the year.

Course Duration:
1 year full-time study or equivalent part-time

Admission Requirements:
Admission to the Master of Marketing Communication (by coursework) will be restricted to applicants who qualify for Level 1 admission. Applicants who fall short of those requirements will be recommended to consider either (a) the Graduate Diploma in Communication, or (b) the Mode B Master of Advertising and Public Relations (by coursework).

Advanced Standing:
In accordance with the University's policy on masters degrees (by coursework), advanced standing equivalent up to 24 credit point (Level 1 admission) may be granted to applicants who meet the following criteria (or equivalent as determined by the Admission Committee):

(a)
an honours degree in a relevant discipline, *or*
(b)
a pass degree and a graduate diploma in a relevant discipline, *or*
(c)
pass degree with at least a major in a relevant discipline, plus at least two years of significant work experience, where that experience can be shown to have provided the knowledge and skills equivalent to those acquired in the first year of the masters course.

`Relevant Discipline' in the above includes advertising, public relations, marketing, marketing communication, communication or business communication.

In relation to significant work experience, the Faculty would consider job responsiblity, skills and experience. It would require the applicant for full advanced standing to have at least mid-level managerial experience in the marketing communication area.

The following are specific examples of what would constitute adequate levels of work experience: a person who has worked for some time at the level of Account Executive or Director in an advertising agency; a public relations specialist for the Department of Defence with at least several years experience; or a Public Relations specialist with several years experience in a Public Relations agency. Such persons will have had to apply and exhibit a great deal of knowledge and practical work experience in the areas of communication, management, financial management, economics and marketing.

All applicants for Advanced Standing on a basis including work experience will be interviewed by the course admissions committee, which will include a representative of the Faculty of Management. Decisions on the amount of advanced standing to be granted to an applicant will be available before the applicant is admitted to the course.

Where an applicant meets the requirements in general, but is felt to be deficient in one or two specific areas, bridging work may be required. Such bridging work will not count towards the award.

Course Requirements:
24 credit points from the following units:

4585 Marketing Communication Theory M
4581 Marketing Communication Research M
4576 Integrated Communication Campaigns M
4577 International Marketing Communication M
4582 Marketing Communication Research Project M

Course Advice:
Students seeking course advice should contact the course convener.

Course Convener:
Dr Louis Mancuso
1C123
(06) 201 2060

e-mail: lcm@comserver.canberra.adu.au

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Degree of Doctor of Philosophy (246)

Communication Specialisation

The areas which potentially offer supervision are:

- Communication and Culture
- Communication History
- Communication Policy
- Communication Theory
- Comparative Communication
- Communication Language and Literature
- Communication and Technology
- Development Communication
- Environmental Communication
- Epistemological Issues in Communication
- Intercultural Communication
- International Communication
- Mass Communication
- Organisational Communication
- Political Communication

Course Duration:
Minimum candidature is three years of full-time study (or two years full-time subject to the granting of status) and a maximum of five years of full-time study.

Admission Requirements:
Entry requirements for the PhD are an honours degree at first class or 2A level, or a masters degree, or a postgraduate diploma with average results of at least credit level. These qualifications must be in Communication or a closely related discipline.

Candidates (particularly those from cognate disciplines) may be required to undertake bridging studies before commencing the PhD thesis. Note that such bridging studies cannot count towards the PhD.

Course Requirements:
The degree is by thesis alone, with enrolment in the unit 4096 Doctoral Thesis in Communication D (full-time), or 4097 Doctoral Thesis in Communication D (part-time). Intending applicants should discuss their proposal in the first instance with Associate Professor G Osborne, telephone (06) 201 2644/2008.

Program Director:
Associate Professor Graeme Osborne
1C145
(06) 201 2644

Information Studies Specialisation

The areas of information studies in which the degree may be pursued are:

archival resources
information and records management
information retrieval
library systems and services
resources and services for young people.

Course Duration:
Minimum candidature is three years of full-time study or two years (subject to the granting of status) and a maximum of five years of full-time study.

Admission Requirements:
Entry requirements for the PhD are an honours degree at first class or 2A level, or a masters degree, or a postgraduate diploma with average results of at least credit level. These qualifications must be in Information Studies or a closely related discipline.

Candidates (particularly those from cognate disciplines) may be required to undertake bridging studies before commencing the PhD thesis. Note that such bridging studies cannot count towards the PhD.

Course Requirements:
The degree is by thesis alone, with enrolment in the unit 4093 Doctoral Thesis in Information Studies D (full-time), or 4092 Doctoral Thesis in Information Studies D (part-time).

Course Advice:
Intending candidates should contact the course convenor for further information and to discuss their proposal.

Course Convener:
Dr Peter Clayton
1C110
(06) 201 2015

Tourism and Leisure Studies Specialisation

Areas in which supervision may be offered include:

- Australasian and Pacific Rim tourism and leisure studies
- cultural and heritage tourism
- event management, planning and marketing
- globalisation of leisure and tourism
- historical aspects of tourism and leisure
- media and leisure
- sustainable tourism
- tourism and hospitality management
- tourism and hospitality marketing
- tourism impact analysis
- tourism and leisure planning and policy analysis
- visitor management

Course Duration:
Minimum candidature is three years of full-time study (or two years full-time subject to the granting of status) and a maximum of five years of full-time study. The duration of the course for part-time students will be proportionately longer.

Admission Requirements:
Entry requirements for the PhD are an honours degree at first class or 2A level, or a masters degree, or a postgraduate diploma with average results of at least a credit level. These qualifications must be in tourism or leisure studies or a cognate discipline.

Candidates (particularly those from cognate disciplines) may be required to undertake bridging studies before commencing the PhD thesis. Note that such bridging studies cannot count towards the PhD.

Course Requirements:
The degree is by thesis alone, with enrolment in the unit 4096 Doctoral Thesis in Communication D (full-time) (72 credit points), or 4097 Doctoral Thesis in Communication D (part-time) (72 credit points).

Course Advice:
Intending applicants should discuss their proposal in the first instance with the Tourism Program Director.

Program Director:
tba

University of Canberra,
AUSTRALIA

1997 HANDBOOK

General Information

Dean and Professor of Education:
Professor Kerry Kennedy

Executive Officer:
Ms Kerry Bazeos

Executive Assistant:
Ms Liz McMahon

General Enquiries:
5C Reception Desk
(06) 201 2494

The Faculty of Education offers courses leading to the awards indicated on the previous page. Students should refer to the section of this Handbook entitled Information for Students, in particular those paragraphs covering definition of University terms, admission, enrolment and academic progress. Prospective and newly-enrolled students should also note the knowledge assumed for each course.

The major aims of these courses include

- sensitivity to the needs and characteristics of learners;
- awareness of the social context and implications of education;
- understanding of basic problems and issues and awareness of the contributions of the various disciplines towards the solving of these;
- self-awareness, including awareness of the roles of the educator's personal concepts, values and modes of operation in the encouragement of learning;
- knowledge, skills and attitudes sufficient for efficient operation at the stage of an educationalist's career towards which each course is directed;
- desire for continued study and development;
- flexibility, enabling constructive work in given conditions, including the seeking of better solutions.

To foster these aims the programs are interdisciplinary and cross-disciplinary, inviting students to make a personal synthesis of the disciplines involved in the study of education, which is centred in the Faculty of Education and, as appropriate, general studies and supporting studies centred in other Faculties of the University and other affiliated institutions.

Programs are deliberately varied in teaching-learning method, involving large group, small group and individual activities, the use of various media, and a wide variety of field work and assignments. Within the Faculty of Education, evaluation is normally by continuous assessment rather than terminal examination, and students are generally consulted on the assessment procedures to be followed and are involved in continuing processes of evaluation and further development of the courses.

Academic Support Program
Provides individual consultations and small group workshops in language and study skills for all students from non-English speaking backgrounds.

Enquiries: 1C15, telephone (06) 201 2124

Curriculum Resources Centre
Within the Faculty of Education, there is a Curriculum Resources Centre designed specifically for the staff and students of the Faculty to cater for teaching needs, curriculum studies and curriculum development. It has a stock of multimedia material, and facilities for studying, duplicating, craftwork or just borrowing.

Enquiries: 5A22, telephone: (06) 201 2965

Centre for Professional and Vocational Education
The Centre is a non-profit organisation which provides a service to clients in the areas of human resource development, adult education and training, mediation within organisational change, and investigative methods. Its activities are underpinned by the academic courses offered within the Faculty, and in particular, human resource development courses.

The Centre works in collaboration with the Faculty of Management in order to service needs that overlap the area of human resource management and with the Australian Centre for Value Management to assist in the development of HRD skills for value management practitioners and participatory planning facilitators.

Field Experience
Many of the units students are required or elect to undertake contain compulsory elements of field experience, and students will be expected to meet their own transport costs to and from placements.

General Studies Units
Students are supplied with a General Studies booklet during their orientation sessions.

General Advice to Teacher Education Students
The University of Canberra is an educational and training institution rather than an employing authority. Students are advised to acquaint themselves with any specific requirements of employing authorities that are additional to academic requirements.

For internship and employment, beginning teachers will be required to have a criminal records check made by the employing authorities.

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Degree of Bachelor of Applied Science in Health Education (337)

This course is designed for those wishing to become educators in health development, health maintenance and community health. This professional preparation is also applicable to other education, health and welfare settings.

The program involves study in the Faculty of Education and in other Faculties of the University and covers four strands: health education studies, bio-enviro-heritage science studies, social science studies, and general studies electives. These studies will involve work alongside students preparing to enter a wide variety of professions.

Course Duration:
3 years full-time or equivalent part-time, maximum period of study 10 years.

Assumed Knowledge:
ACT: English (T) major; NSW: 2u English

Useful Knowledge:
Any social science, such as anthropology, sociology, psychology, and any human, biological or environmental sciences.

Course Requirements:
Satisfactory completion of 24 units (at least 74 credit points) as set out below

(a)
20 required units as follows:
(i)
12 required health education studies units (at least 35 credit points);
(ii)
6 or 4 required biomedical/environmental/heritage science studies units (at least 13 credit points with at least one 3/4 level unit);
(iii)
4 or 6 required social science studies units (at least 14 credit points);
(b)
2 units (at least 6 credit points) with at least one unit at 5/6 level, to construct a six unit major, in the field chosen for either (a) (ii) or (a) (iii) above; and
(c)
2 other elective units to make up at least 74 credit points.

Electives:
The program offers choice in the sequence of units, and choice in general studies elective units. Certain units are required; course advice will list these. This is important for intended professional practice. Students will need to plan well ahead and notify the Faculty of their plans, so that classes to meet expressed needs can be arranged in time.

Course Advice:
Students should seek course advice from their course convener in the selection of units.

Professional Recognition:
The course is recognised as a cross-disciplinary course of study applying to many fields of employment.

Course Convener:
Mr Chris Higgisson
5B74
(06) 201 2482

Typical Full-time Course Structure:
Bachelor of Applied Science in Health Education
Note: The letters in brackets indicate the paragraphs of the course requirements above.

	Semester 1	Semester 2
YEAR 1	0007 Health Education Studies 1 (a)(i) 0715 Basic Sociology (a)(iii) 2436 Nature of Adult Learning+ (a)(iii) Elective* (a)(ii)	0017 Health Education Studies 2 (a)(i) 3440 Health Education Studies 2P (a)(i) 1868 Human Development: Lifespan+ (a)(iii) Elective* (a)(ii) Elective@ (c)
YEAR 2	0118 Health Education Studies 3 (a)(i) Unspecified Health Studies unit (a)(i) Elective* (a)(ii) Elective# (b)	3439 Health Education Studies 4 (a)(i) 0128 Health Education Studies 5 (a)(i) 3438 Health Education Studies 5P (a)(i) Elective* (a)(ii) Elective@ (c)
YEAR 3	3437 Health Education Studies 6 (a)(i) 3436 Health Education Studies 6P (a)(i) 1619 School Health Promotion+ (a)(iii) Elective# (b)	3435 Health Education Studies 7 (a)(i) 3434 Health Education Studies 7P(a)(i)

+With the permission of the Dean of the Faculty, a student may undertake one or both of the following units in lieu of these units: 1306 Special Study in Health Education 2; 1307 Special Study in Health Education 3, or alternatively, add both to make a 6-unit major rather than a 4-unit sub-major.

*These units, reflecting prerequisite patterns, are to be drawn from one of the fields of cultural heritage, environmental/ecological sciences, environmental/resource sciences, human biology, nutrition, or sports sciences, and may be undertaken in any semester, not necessarily those indicated here. A 4-unit sub-major or 6-unit major may be undertaken.

#These 2 units (at least 6 credit points) with at least one unit at 5/6 level, to construct a six unit major, in the field chosen for either (a) (ii) or (a) (iii) above.

Note: The 2 social science studies units to complete a major in (a) (iii) should be drawn from one of the fields of administration, communication, economics, education, law, media, politics, sociology or women's studies or as approved by the Dean of the Faculty.

@Students undertake two other elective units (to make up at least 74 credit points) - 1100 Health, Lifestyle and Education; 1762 Human Sexuality; or other professionally appropriate units drawn from the fields listed in (a) (ii) above, or the social science studies areas listed, or other units approved by the Dean of the Faculty.

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Bachelor of Education Courses

Undergraduate teacher education courses are offered by the Faculty in three areas of teaching specialisation:
Early Childhood ages 0 - 8 years
Primary ages 5 - 12 years
Secondary ages 12 - 18 years

The bachelor degree programs involve a balance between education and teaching studies taken within the Faculty of Education, and general studies pursued in other Faculties or other tertiary institutions. The programs aim to integrate educational theory and practice, and the emphasis on field experience will include a school-based semester. The final year program is structured to allow students to develop expertise in areas of special interest.

Degree of Bachelor of Education - Early Childhood (218)

Degree of Bachelor of Education - Primary (219)

Course Duration:
4 years full-time or equivalent part-time. Maximum period of study is 10 years.

Assumed Knowledge:
ACT: A tertiary accredited major in Mathematics, and English (T) major; NSW: 2u Mathematics and 2u English. (The NSW State Minister for Education has stated that, from 1995, students wanting to enter the teaching profession will be required to study 2 units of Mathematics and 2 units of English at the HSC level.)

Mathematics Competency Test:
All students admitted to the Early Childhood/Primary Education courses will be required to sit a basic skills diagnostic mathematics test. This test will normally be held during the New Student Enrolment Program. Students who do not achieve the criteria or do not sit for the test must enrol in the elective unit 3480 Teaching Mathematics: Reflections Directions and Connections, which must be successfully completed before enrolling in the unit 1847 Studies in Mathematics Education A. Any variation may be obtained through permission of the course convener.

Course Requirements:
Satisfactory completion of at least 97 credit points as follows:

(a) 64 credit points of required units (including 2 units in specialised areas in Year 4);

(b) an elective sequential grouping of 6 units (at least 18 credit points), of which at least 1 unit shall be at semester level 5 or higher;

(c) the equivalent of 5 other units (at least 15 credit points) chosen from appropriate general studies units and units in specialised areas, approved by the Dean of Faculty; and

(d) satisfactory completion of the requirements for the Mathematics Competency Test as described above.

Elective Sequence and General Studies:
Units included in the sequential grouping taken under paragraph (b) shall be approved by the Dean of Faculty, acting with the advice of the Dean of Faculty responsible for the units in the elective area of study. Students will be supplied with a general studies booklet during their orientation sessions.

Under paragraph (c) above, at least 3 of the units will be general studies units and will include 0647 Music A and 1097 Art A.

There is a requirement to be enrolled in the Bachelor of Education - Early Childhood or Primary courses before undertaking field experience units or corequiste units.

Field Experience:
This course requires extensive field experience in schools. This consists of periods of block practice of at least two weeks duration in the first seven semesters of the course, together with a school-based semester in the third year. Students are advised they will be required to make a full commitment to Semester 5 when no general studies units will be undertaken. In addition, students who find it necessary to have part-time employment (during school hours) are requested to plan for alternative arrangements in this semester.

Education Field Experience 7 is normally undertaken in first semester of Year 4 but may, with the permission of the course convener, be undertaken in Semester 2, Year 4.

Course Advice:
All students must seek the advice of the course convener for approval of their study program.

Professional Recognition:
The Bachelor of Education (Early Childhood and Primary) courses are fully accredited and recognised as teaching qualifications throughout Australia.

Head of School:
Associate Professor Clem Annice
5B79
(06) 201 2477

Course Convener:
Brian Gray
5B11
(06) 201 2468

Typical Full-time Course Structure:
Bachelor of Education (Early Childhood/Primary)
Note: The letters in brackets indicate the paragraphs of the course requirements above.

	Semester 1	Semester 2
YEAR 1	1763 Introduction to Teaching (a) 1764 Studies in Movement Education (a) 1765 Education Field Experience 1 (a) 2 General Studies Units	1766 Human Development and Learning (a) 1847 Studies in Mathematics Education A (a) 1848 Studies in Language Education A (a) 1849 Education Field Experience 2 (a) 1 General Studies Unit
YEAR 2	2136 Studies in Language Education B# (a) 2155 Teaching English in a Pluralistic Society (a) 2201 Education Field Experience 3 (a) 2 General Studies Unit	2141 Social Perspectives on Education# (a) 2153 Studies in Social Science Education# (a) 2151 Studies in Science and Technology Education# (a) 2212 Education Field Experience 4 (a) 1 General Studies Unit
YEAR 3 (Sem. 1 is School-based)	1851 Language Across the Curriculum (a) 1852 Pluralism in the Classroom (a) 1853 Organisation of and Participation in Schooling (a) 1850 Studies in Mathematics Education B (a) 1854 Education Field Experience 5 (a)	2508 Critical Reflections on Teaching, Learning and Schooling+ (a) 2506 Studies in Art Education+ (a) 2507 Studies in Music Education+* (a) 2250 Education Field Experience 6 (a) 1 General Studies Unit
YEAR 4	3370 Curriculum Development and Evaluation@ (a) 1856 Education Field Experience 7 (a)^ 3 Electives in specialised areas**	3 Electives in specialised areas**

#Instead of one of these units, the unit 0540 Special Study in Education 2 may be undertaken with the approval of the Dean of the Faculty.

+Instead of one of these units, the unit 0541 Special Study in Education 3 may be undertaken with the approval of the Dean of the Faculty.

*0647 Music A is a prerequisite unit. 1097 Art A elective is a required unit.

^ May, with the permission of the course convener, be undertaken in Semester 2.

@Instead of this unit, the unit 2789 Special Study in Education 4A may be undertaken with the approval of the Dean of the Faculty.

**Instead of one of the units in Specialised Areas, the unit 2790 Special Study in Education 4B may be undertaken with the approval of the Dean of the Faculty. (Students entering fourth year are given a booklet outlining their options for units in specialised areas which change in availability from year to year.)

Degree of Bachelor of Education - Secondary (338)

The teaching specialisations normally on offer are

Computing
English
English/History
English as a Second Language (ESL)
Languages Other than English (LOTE)
Mathematics
Music
Physical Education
Sciences (biology, chemistry, earth science, physics)
Social Sciences

Students wishing to become *music teachers* must successfully complete an audition in performance in their major instrument of study (this may be voice) and pass a test in musicianship skills at the School of Music, Institute of the Arts, Australian National University. The double major in music is undertaken at the School of Music.

Students wishing to become *physical education teachers* must complete a questionnaire in addition to the standard application form. The questionnaire is available from the Faculty and must be returned by the specified date.

Students who wish to become *art teachers* are advised to complete a degree program at the Institute of the Arts ANU, before enrolling in a Graduate Diploma in Education.

Course Duration:
4 years full-time or equivalent part-time, maximum period of study 10 years.

Assumed Knowledge:
ACT: Majors in Mathematics (T) and English (T); NSW: 2u Mathematics and 2u English. (The NSW State Minister for Education has stated that, from 1995, students wanting to enter the teaching profession will be required to study both 2 units of Mathematics and 2 units of English at the HSC level.)

Course Requirements:
Satisfactory completion of at least 90 credit points as follows:

(a) 33 credit points from 7 required units;

(b) a 6-unit sequence, at least 18 credit points, in one area of secondary teaching specialisation, of which at least 2 units shall be at least level 5 or higher;

(c) a 6-unit elective major sequence, at least 18 credit points, in the same area; or in a different area of secondary teaching specialisation as that chosen in paragraph (b), of which at least 2 units shall be at level 5 or higher;

(d) a 4-unit sub-major sequence, at least 12 credit points, in the same or a different area of secondary teaching specialisation as that chosen in paragraph (b), or as chosen in paragraph (c), of which at least 2 units shall be at level 3 or higher; and

(e) 3 elective units, at least 9 credit points, chosen from any appropriate units, as approved by the Dean of Faculty.

Elective Sequences:
Units included in these sequences shall be approved by the Dean of Faculty, acting with the advice of the Dean of Faculty responsible for the units in the chosen area of study.

Field Experience:
The course requires extensive field experience in schools. This consists of a two-week block in the second semester of the second year, and five weeks in each semester of the fourth year.

Course Advice:
Students undertaking the Bachelor of Education (Secondary) course should seek course advice related to individual course structures suited to secondary teaching, since State and Territory requirements impose considerable constraints on both the teaching area and the type and constitution of majors and sub-majors.

Professional Recognition:
The Bachelor of Education (Secondary) course is fully accredited and recognised as a teaching qualification throughout Australia.

Head of School:
Associate Professor Clem Annice
5B79
(06) 201 2477

Course Convener:
Associate Professor John Nicholas
5B72
(06) 201 2480

Typical Full-time Course Structure:
Bachelor of Education (Secondary)
Note: The letters in brackets indicate the paragraphs of the course requirements above.

	Semester 1	Semester 2
YEAR 1	Specialisation Unit (b) Elective Major (c) Sub-Major (d) Elective (e)	Specialisation unit (b) Elective Major (c) Sub-Major (d) Elective (e)
YEAR 2	Specialisation Unit (b) Elective Major(c) Sub-Major (d)* Elective (3)	2095 Adolescent Development and Learning (a) 2105 Language and Learning (a) Specialisation Unit (b) Elective Major (c)
YEAR 3	Specialisation Unit (b) Elective Major (c) Sub-Major (d)	Specialisation Unit (b) Elective Major (c) Sub-Major (d)*
YEAR 4	2686 Education Studies 1A (a) 2687 Education Studies 1B (a) Teaching Studies 1 (a)	2688 Education Studies 2 (a) Teaching Studies 2 (a) 2689 Elective in Teaching (optional)

* This unit of the sub-major may be taken either in Year 2, Semester 1 or Year 3, Semester 2 but students are reminded of the intensive nature of upper level Year 3 General Studies units.

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Degree of Bachelor of Education (Conversion)

The Faculty offers Bachelor of Education conversion courses in early childhood, primary and secondary education.

Bachelor of Education - Early Childhood (198) Conversion

Bachelor of Education - Primary (199) Conversion

Course Duration:
1 year full-time or equivalent part time; maximum period of study 4 years.

Admission Requirements:
Applicants for these conversion courses must have at least two years of full-time teaching experience or equivalent professional experience and have successfully completed a three-year Diploma of Teaching or its equivalent.

Course Requirements:
Satisfactory completion of at least 25 credit points, (8 units) as follows:

(a)
4 credit points from the required unit 3370 Curriculum Development and Evaluation (or, with approval of the Dean of Faculty, the unit 2789 Special Study in Education 4A)

and at least 21 credit points from:

(b)
6 units in any appropriate area or areas of study, including at least one unit at level 5 or higher, plus

(c)
either 1 general studies elective unit or 1 education elective unit.

Depending on units selected, the total credit points for the program may exceed 25.

Electives may be undertaken in areas such as special education*, health studies, computing, TESL, linguistics, literary studies, science, mathematics, languages.

*Upgrading students may specialise in special education completing a package of units from the Graduate Diploma in Special Education course plus the unit 3370 Curriculum Development and Evaluation. This opportunity is appropriate for cadets funded by the NSW Department of School Education to undertake special education training.

Course Advice/Approval:
Units taken must be approved by the Dean of Faculty of Education, acting when necessary with the advice of the Dean of the Faculty responsible for the units in the area or areas of study.

Professional Recognition:
The Bachelor of Education (Early Childhood and Primary) courses are fully accredited and recognised as teaching qualifications throughout Australia.

Head of School and Course Convener:
Associate Professor Clem Annice
5B79
(06) 201 2477

Degree of Bachelor of Education - Secondary (200) Conversion

Course Duration:
1 year full-time or equivalent part-time; maximum period of study 4 years.

Admission Requirements:
Normally applicants with at least two years of full-time secondary teaching experience or equivalent professional experience and who have successfully completed a three-year Diploma of Secondary Teaching, or its equivalent, qualify for admission to the Secondary undergraduate in-service conversion course. The conversion course may be taken in either of two structures described below.

Course Requirements:
Satisfactory completion of at least 25 credit points from eight units or equivalent (see course structures set out below).

Elective Sequence:
Students are able to choose from a range of unit options to form a coherent, individualised program. The chosen program enables students to build on their knowledge and expertise in their teaching specialisation or to develop expertise in an additional teaching area or to gain knowledge and skills in other educational roles.

Suitable examples of programs may include a sequence of six general studies units (a "major") or a sequence or coherent grouping of units chosen from general studies areas and/or from specialised Education units appropriate for the purposes of this course. Groupings and sequences may include units from areas such as special education, computing studies, educational administration, Aboriginal studies/minority groups, counselling, health studies, applied linguistics, teaching English as a second language, or any other coherent set of units available in other faculties.

Students will utilise the unit 3370 Curriculum Development and Evaluation to apply the experiences and knowledge of their area(s) of specialisation to an educational setting. All students including part-time students will therefore be required to undertake this unit at the end of their course.

Course Structure A

(a)
The unit 3370 Curriculum Development and Evaluation (or, with the approval of the Dean of Faculty, the unit 0542 Special Study in Education 4); and

(b)
Seven additional units, (at least 21 credit points), from six units in any appropriate area or areas of study, including at least two units at level 5 or higher, and either one general studies elective or one education elective unit.

(** If a student lacks the prerequisites for specific units in a particular area, then they may be required, at the discretion of the Dean of the Faculty of Education, to undertake more than these minimum credit points.)

Course Structure B

(a)
Teaching Studies (double unit), and

(b)
A major of six units or equivalent.

Course Advice/Approval:
Units taken under paragraphs (b) above (both course structures) must be approved by the Dean of the Faculty of Education, acting when necessary with the advice of the Dean of Faculty responsible for the units in the area(s) of study.

Alternative Course Structure:
Students in the undergraduate Secondary conversion course who seek to develop a new field of teaching should complete a major (6 units) of general studies in that field and replace the unit 3370 Curriculum Development and Evaluation with the relevant Teaching Studies unit (Course Structure B).

Professional Recognition:
The BEd (Secondary) Conversion course is fully accredited and recognised as a teaching qualification throughout Australia.

Course Convener:
Associate Professor John Nicholas
5B72
(06) 201 2480

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Degree of Bachelor of Education in Human Resource Development (291)

This program provides a professional preparation for human resource development practitioners and adult educators and is designed for those who have a teaching or training role with adults. People who participate in the course include line managers; instructors in the services (both military and civilian); instructors in tertiary institutions; nurse, health and family planning educators; instructors in police academies; and training and staff development personnel in the public service, industry and education. Typically, such people are well qualified and experienced in their discipline area and are seeking a formal educational qualification.

Course Duration:
4 years full-time or equivalent part-time; it is generally undertaken on a part-time basis.

Admission Requirements:
The normal University admission requirements apply, with the additional requirement that applicants need to hold a full-time or part-time teaching/training/managing position in human resource development or Education concurrently with their studies of core units.

Admission is by direct entry, not through UAC.

Professional Practice:
As the course is considered to be in-service, the program has Professional Practice requirements which must be undertaken concurrently with the first two professional development units.

Course Requirements:
Satisfactory completion of at least 29 units (totalling 96 credit points) as follows:

(a) 12 required units in human resource development (45 credit points);

(b) a 6-unit major in a professionally relevant discipline (18 credit points);

(c) an elective sub-major of 12 credit points;

(d) *either* advanced standing, if relevant, of up to 24 credit points, for previous formal study in an academic institution, *or* elective units of 21 credit points;

(e) advanced standing of 13 credit points may be given from 1996 for the CIT Certificates in Tertiary Education and Training/ Training and HRD, subject to Academic Board confirmation.

Electives:
The elective studies strand is that set of units usually dealing with, and/or supporting, the discipline in which the student is engaged as an adult educator/HRD practitioner, or may be drawn from any area of the University, including the Faculty of Education.

Course Advice:
For course advice and further information; intending students should contact the course convener or the HRD administrative liaison officer on (06) 201 2470.

Professional Recognition:
Recognised by Canberra Institute of Technology (CIT) as a teaching qualification.

Course Convener:
Ms Barbara Chambers
5C61
(06) 201 5141

Course Structure:
Bachelor of Education in Human Resource Development
The following are required units

	Professional Development	Systems Analysis	Communication Systems
Stage 1	3524 Skills & Strategies in HRD*	3533 Analysis of Methods in HRD	3276 Introduction to Human Communication
Stage 2	3522 Strategy Design & Implementation in HRD*	3529 Program Design & Measurement in HRD	3532 Communication in Organisations
Stage 3	3266 Theory & Principles of Adult Education	3272 Theory & Principles of Systems Evaluation	3278 Theory & Principles of Group Dynamics
Stage 4	3268 Complex Strategies in HRD	3528 Research Methods in HRD	3531 Management & Leadership in HRD

* for all courses, there is a professional practice requirement for the Professional Development Strand units (Skills and Strategies in Human Resource Development and Strategy Design and Implementation in Human Resource Development).

Elective units as under

Elective major chosen from the discipline in which the student from is engaged as an HRD practitioner, or from another approved area

Plus, an elective sub-major chosen from an approved area.

Plus, either advanced standing, if relevant, or further elective units (21 credit points)

Note: Students will need to construct a suitable course plan depending on whether they are enrolled on a part-time or full-time basis.

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Graduate Certificate in Community Counselling (260)

The postgraduate courses in community counselling allow students, coming from a variety of disciplines, to build on previous experience, to gain new knowledge and techniques and then to apply their knowledge and these techniques from the perspective of their individual discipline areas. Such disciplines might include education, psychology, sociology, management, religious studies and health and human services.

The programs are designed for professionals wanting counselling skills, for example student welfare at schools, pastoral care, careers co-ordinators, welfare officers, personnel involved in community support schemes, Lifeline and family counsellors, equal opportunity staff, public service personnel where counselling skills are required, and people working with minority groups.

The courses combine theory with a high degree of workshop experiences and emphasis on the development of practical skills in counselling. The Graduate Certificate course (260) comprises the first year of the two years of part-time study involved in the Graduate Diploma course (339). Both courses involve between seven and nine hours of class contact per week each semester.

Course Duration:
1 year part-time

Admission Requirements:
The courses have been specifically designed for community workers who are working in counselling areas, yet may not have a degree with a psychology major.

The minimum admission requirements are as follows:

Either

(a)
possession of a minimum of an accredited three- or four-year undergraduate degree or an equivalent qualification, with at least two years' approved professional counselling experience and some staff development in the counselling area;

or

(b)
possession of a minimum of an accredited three- or four-year undergraduate degree or an equivalent qualification, with at least two years' approved professional counselling experience and coursework in the counselling area as part of their undergraduate course.

Applicants should attach to the application form all relevant academic documents (certified copies) and a brief written statement about background and reasons for applying.

Students may be interviewed for personal suitability and appropriateness for the course.

Course Requirements:
Satisfactory completion of 14 credit points from required units.

Applications in Counselling Options:
The purpose of the coursework is for students to be assisted in a problem-solving approach to real life issues. Content will be selected and pursued in depth to arrive at solutions to common situations in work settings. Within the course students may select one optional area for application of theory and practice learned in the core units. Current options may include:
crisis counselling, stress management, bereavement counselling, parent training, counselling young children, human sexuality, hypnotherapy, art therapy, in-depth counselling, body therapy, career counselling, counselling the elderly, counselling women, counselling men, assertion training, behaviour management, family counselling, marriage counselling, counselling minority groups, drug and addiction counselling, offender counselling, pain management, action methods and group work counselling, student counselling and pastoral care, the use of metaphor and myth in counselling.

Course Advice:
Students needing course advice should contact the course convener.

Course Convener:
Dr Sandi Plummer
5B76
(06) 201 2484.

Typical Full-time Course Structure:
Graduate Certificate in Community Counselling

Semester 1	Semester 2

YEAR 1	3557 Introduction to Counselling PG (year-long) 4235 Community Field Experience PG1 (year-long)	3557 Introduction to Counselling PG (cont'd) 4235 Community Field Experience PG1 (cont'd) 3558 Applications of Counselling PG1

University of Canberra, AUSTRALIA

1997 HANDBOOK

Graduate Certificate in Education (319)

This course aims to enhance professional knowledge and skills for current or future teaching, administrative and development roles in education-related institutions in government and non-government settings.

Course Duration:

One semester full-time or two semesters part-time

Admission requirements:

The degree of Bachelor of Education or a qualification deemed equivalent by the Admissions Committee, *or* a first degree and a Graduate Diploma in Education or graduate teaching qualification deemed equivalent by the Admissions Committee; *or* qualifications deemed to be equivalent to the above by the Admissions Committee and experience which indicates a strong possibility of success. However, in this case, it should be noted by applicants that the Graduate Certificate in Education is not a recognised teaching qualification.

Preferred applicants will have current professional experience in the area they nominate.

Course structure and requirements:

The course comprises two 6 credit point M level units or equivalents. As such, it can be understood as the first semester of the Master of Education by Coursework or by Research, if taken full-time, or the first year if taken part-time. Flexibility for students is central to the course and the award requirements can be met in a number of ways. For example:

(i)

a student could satisfy the requirements for the award by successfully completing

4369 Education Research Project M 2A
and 4370 Education Research Project M 2B

where these 2 units were designed to be taken in sequence in an area of focus.

(ii) a student could satisfy the requirements for the award by successfully completing 2 six credit points M level units in:

Education Administration

or Curriculum Studies

or Special Education

or Health Education

(iii) a student could satisfy the requirements for at least half of the award (6 credit points) by successfully completing a professional development project (for example NPDP) approved by Academic Board and which has been developed in partnership with this University or another university in association with other educational agencies such as ACT Department of Education and Training and the Science Teachers Association

plus one other available six credit point M unit

or 4368 Education Research Project M1

(iv) a student could satisfy the requirements for the award by successfully completing Education Research Project M1 6 credit points where that unit comprises the successful completion of a unit taken at G, PG or M level for 3 or 4 credit points, for example one of:

3834 Nature of Adult Learning PG

1223 Applied Linguistics PG

1904 Materials for Language Teaching PG

3537 Human Resource Development Project G : Adult Education

0793 Discourse Analysis M

1944 Human Sexuality PG

3824 Research Seminar in Environmental Education PG

plus further additional study developed to complement that unit's focus and equivalent to 3 or 2 credit points

plus one other available 6 credit point M unit.

Status:

Students who have completed a professional development project (for example NPDP) which has been developed in partnership with this University or another university in association with other educational agencies and which meets Academic Board's minimum requirements for such projects, may be granted one unit (6 credit points) of status.

Course advice:

For detailed course advice, students should contact the course convener.

Course Convener:

Associate Professor Tim Hardy 5B10 (06) 201 2067

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Graduate Certificate in Higher Education (266)

The Graduate Certificate in Higher Education provides university teachers with an opportunity to undertake professional development to enhance their teaching effectiveness while also gaining a formal qualification related to teaching in higher education. The course provides a balance of theoretical and practical understandings with participants expected to undertake investigations of their own academic practice and unit or course delivery. There is sufficient flexibility in the course for participants to focus on their own teaching contexts and their own areas of interest.

Expected outcomes for participants include: developing a wider repertoire of approaches to course design, teaching and assessment; developing an understanding of theories and practices associated with teaching and learning in higher education; developing and implementing approaches to monitor and evaluate their own teaching; and, increasing their understanding of current issues in higher education.

This course, offered through the Centre for the Enhancement of Learning, Teaching and Scholarship (CELTS), is available on a fee-paying basis. Arrangements about fees will be made for University of Canberra staff wishing to do the course.

Course Duration:
The course is intended to be taken over a period of one year on a part-time basis.

Admission Requirements:
The normal admission requirement will be a university degree. Because participants will be expected during the course to draw on their own teaching experience and undertake investigations of their teaching practice, it will be essential for them to be concurrently engaged in some form of university teaching.

Course Requirements:
The course consists of three 4 credit point units.

Course Convener:
Ms Ina Te Wiata
8D15
(06) 201 5229

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Graduate Certificate in Human Resource Development (265)

As part of the Commonwealth Government's agenda to restructure the work force, and in the process to improve the nation's productivity, there is to be a national system that describes the competencies and standards for every occupation. From this is to emerge an effective, efficient, responsive and coherent national vocational system that will require a substantial change in the curriculum and, in turn, the acquisition of different competencies by HRD practitioners.

The course has been designed to meet the changed requirements of practitioners as described in the HRD competencies. It recognises the need for practitioners to acquire an understanding of the new approach, to be able to design Competency Based Training to national standards, to conduct Competency Based Training, to write Competency Based Assessments, to integrate on-and off-the-job training, and to conduct Recognition of Prior Learning assessments.

The objectives of the course are:

- to provide training more substantial than the minimum required by the Training Guarantee Act;
- to offer a program that will require one year or less part-time study, depending on the mode of delivery;
- to provide for the HRD competencies as defined so far; and
- to enable practitioners to function fully within the new training framework.

The course is fully articulated with the Graduate Diploma in HRD and beyond.

Special Note: This course is available on a full-fee paying basis only, and places on the course are strictly limited. The cost in 1997 will be approximately $5,500 ($6,500 residential).

Course Duration:
One semester full-time or equivalent part-time.

Admission Requirements:
Degree or equivalent, or as approved by the Dean of Faculty. A small percentage of non-degree students with relevant experience may be admitted.

Course Requirements:
The course requires the completion of three graduate level units totalling at least 16 credit points as follows:

(a) Two compulsory core (double) units totalling 13 credit points; and

(b) One elective unit of 3 credit points chosen from the list given below.

Course Advice:
For course advice and further information, students should contact the course convener.

Professional Recognition:
Recognised by the Institute of Value Management Australia.

Course Convener:
Ms Barbara Chambers
5C61
(06) 201 5141

Typical Full-time Course Structure: Graduate Certificate in Human Resource Development
Semester 1
3523 Skills and Strategies in HRD G 3521 Strategy Design and Implementation in HRD G Elective G Unit*

*One elective graduate unit to be selected from:
3412 Theory and Principles of System Evaluation G
3527 Research Methods in HRD G
3414 Theory and Principles of Group Dynamics G
3530 Management and Leadership in HRD G
3537 HRD Project G: Adult Education
3525 Research Project in HRD G
or one graduate level unit approved by the convener
or one unit from the electives offered in the Graduate Certificate in Human Resources Management within the Faculty of Management:
3971 Organisational Behaviour G
3925 Elements of HRM G (HRM 1)
3959 Managing Individual and Organisational Change G (HRM 2)
3926 Emerging Issues in HRM G (HRM 3)
3893 Strategic Business Planning G
3942 Introduction to Planning and Policy G
3951 Law of Employment G

In some cases the selection of the elective unit will be constrained by the requirement for students to meet prerequisites.

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Graduate Certificate in Strategic Asset Management (318)

This full-fee paying course has been developed to meet the need for training in strategic management practices particularly as they relate to the development, construction and management of the Nation's assets. It is targeted at professionals who have responsibility for design, procurement, project development and project management.

In broad terms, the course will provide participants with the skills and knowledge of leading edge management strategies as they relate to the provision, development and maintenance of assets where assets include the built environment, private and public sector infrastructure.

Course Duration:

The course will be delivered wherever the demand is greatest. Each unit requires approximately five days' contact with lecturers and tutors.

Organisations which provide a full group of 12 to 15 participants will have the program tailored to their specific needs.

Admission Requirements:

Applicants will normally be required to hold at least a first degree in an appropriate discipline. They should also have access to opportunities for practising the skills within the organisation and for structuring assignments in such a way as to provide outcomes useful to the work of the organisation.

Applicants who do not hold a first degree but who have had considerable experience at a graduate level may apply to the University for special consideration. The Admissions Committee generally requires a minimum of one year or equivalent tertiary education plus five years experience. A limited number of applicants in this category may be admitted.

Course Requirements:

To receive the award, participants will be required to satisfactorily complete three units each of which are worth four credit points. It is recommended that the selection of units be based upon those which best meet the applicant's personal development needs as well as the requirements of their organisation.

The course may be undertaken as discrete units.

Course Structure:

Whilst there will be no restriction on the combination of units selected, it is expected that there will be combinations which have broad appeal, in areas such as
value management; strategic service planning; strategic asset planning; managing continuous improvement; asset development management; risk management.

Units are selected from the following:
4499 Asset Development Management G
4502 Major Application Project G
4503 Managing Continuous Improvement G
4505 Risk Management G
4506 Strategic Asset Planning G
4507 Strategic Service Planning G
4160 Value Management G
4509 Workshop Facilitation G

A unit will comprise four distinct phases each with specific objectives and assessment requirements.

Further Information:

Course content/competency standards:
John Knott at University of Canberra
5C70
(06) 201 2920/5407
Facsimile: (06) 201 5390

Enrolment:

The Australian Centre for Value Management
PO Box 1598
STRAWBERRY HILLS NSW 2012
Telephone: (02) 9209 4143
Facsimile: (02) 9699 3148

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Graduate Diploma in Community Counselling (339)

The postgraduate courses in community counselling allow students, coming from a variety of disciplines, to build on previous experience, to gain new knowledge and techniques and then to apply their knowledge and these techniques from the perspective of their individual discipline areas. Such disciplines might include education, psychology, sociology, management, religious studies and health and human services.

The programs are designed for professionals wanting counselling skills, for example student welfare at schools, pastoral care, careers co-ordinators, welfare officers, personnel involved in community support schemes, Lifeline and family counsellors, equal opportunity staff, public service personnel where counselling skills are required, and people working with minority groups.

The courses combine theory with a high degree of workshop experiences and emphasis on the development of practical skills in counselling. The Graduate Certificate course (260) comprises the first year of the two years of part-time study involved in the Graduate Diploma course (339). Both courses involve between seven and nine hours of class contact per week each semester.

Applicants should attach to the application form all relevant academic documents (certified copies) and a brief written statement about background and reasons for applying.

Course Duration:
2 years part-time. The Graduate Certificate in Community Counselling is a subsumable award within the Graduate Diploma in Community Counselling. The Graduate Diploma in Community Counselling involves one year of part-time study following the completion of the Graduate Certificate in Community Counselling.

Admission Requirements:
Students must have satisfactorily completed the requirements of the Graduate Certificate in Community Counselling (260) or its equivalent.

Students may be interviewed for personal suitability and appropriateness for the course.

Course Requirements:
Satisfactory completion of 29 credit points made up of the Graduate Certificate units plus 5 semester units.

Applications in Counselling Options:
The purpose of the coursework is for students to be assisted in a problem-solving approach to real life issues. Content will be selected and pursued in depth to arrive at solutions to common situations in work settings. Within the course students may select two optional areas for application of theory and practice learned in the core units. Current options may include:
crisis counselling, stress management, bereavement counselling, parent training, counselling young children, human sexuality, hypnotherapy, art therapy, in depth counselling, body therapy, career counselling, counselling the elderly, counselling women, counselling men, assertion training, behaviour management, family counselling, marriage counselling, counselling minority groups, drug and addiction counselling, offender counselling, pain management, action methods and group work counselling, student counselling and pastoral care, the use of metaphor and myth in counselling.

Course Advice:
Students needing course advice should contact the course convener.

Course Convener:
Dr Sandi Plummer
5B76
(06) 201 2484

Typical Part-time Course Structure:
Graduate Diploma in Community Counselling

	Semester 1	Semester 2
YEAR 1	Completion of Graduate Certificate in Community Counselling	
YEAR 2	3116 Group Counselling PG 3556 Facilitating Change in Organisations and Systems M* 4236 Community Field Experience PG2 (year-long)	3559 Professional Issues in Counselling M 3560 Applications of Counselling PG2 4236 Community Field Experience PG2 (cont'd)

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Graduate Diploma in Education - Secondary (220)

Course Duration:
1 year full-time or equivalent part-time. Part-time students should note

(a) the program must normally be completed in two years;
(b) no provision can be made for classes outside those on the normal University timetable;
(c) all units have requirements involving extensive periods of work in schools;
(d) the units Teaching Studies G1 and Teaching Studies G2 require students to be in attendance at their assigned schools practising as teachers for continuous periods of at least five (5) weeks minimum duration;
(e) a preferred part-time sequence of units is available from the Faculty of Education Executive Assistant (5C38).

Admission Requirements:
The entry requirement is a degree from a tertiary institution or equivalent qualification which provides a suitable background for secondary teaching. For this the minimal entry requirement is that of a major or equivalent in the nominated teaching subject areas.

Entry to the course is only possible at the beginning of Semester 1 of the University academic year.

Course Requirements:
Satisfactory completion of seven (7) semester units.

Teaching Studies Units - Areas of Teaching Specialisation:
The following subject areas will normally be available for prospective secondary teachers depending on student interest and lecturing staff availability. Students are asked to check the availability of specialisations with the Executive Assistant, Room 5C38, telephone (06) 201 2625.

- Agriculture
- Art+
- Computing
- English
- English as a Second Language
- Health Education
- History
- Languages Other Than English (LOTE)
- Mathematics
- Music
- Sciences (Biology, Chemistry, Earth Sciences, Physics)
- Social Sciences*

*Social Sciences include the following teaching areas: accounting, Australian studies, business studies, economics, legal studies, geography, political science, secretarial studies, social psychology, social studies/social sciences, society and culture (including Asian studies or sociology).

+Students wishing to become secondary art teachers should already possess an undergraduate degree in Art.

School Practicum Component:
Exemptions will normally not be granted from the in-school component of any course unit. This applies especially to the practice-of-teaching components of Teaching Studies G1 and Teaching Studies G2 (namely 1262 Education Field Experience G1 and 1263 Education Field Experience G2).

All students who have learnt English as a second language and who consider their accents or English ability may affect their teaching performance should seek advice from the convener prior to enrolment in the course.

Course Advice:
For further information and course advice, students should contact the course convener.

Professional Recognition:
The Graduate Diploma of Education (Secondary) course is fully accredited and recognised as a teaching qualification throughout Australia.

Head of School:
Associate Professor Clem Annice
5B7
(06) 201 2477

Course Convener:
Associate Professor John Nicholas
5B72
(06) 201 2480

Typical Full-time Course Structure: Graduate Diploma in Education (Secondary)

	Semester 1	Semester 2
YEAR 1	Teaching Studies G1^ 1527 Education Studies G1 1262 Education Field Experience G1	Teaching Studies G2^ 1528 Education Studies G2 1529 Elective in Teaching G* 1263 Education Field Experience G2

^One unit to be chosen each semester from those available.

*The unit 1529 Elective in Teaching G, may be chosen from the options available early in Semester 1. In approved cases one of the three following independent study units may be substituted for the 1529 Elective in Teaching G unit:
0433 Curriculum Design Project G
0432 Research Assignment in Education G
0431 Special Study in Education G

To obtain approval to study one of the independent study units, students are required to have completed at a high level of competence two units of the program. Further, they must submit, in anticipation of fulfilling this first requirement, an acceptable proposal which outlines the area of study and the approach to be used by the mid-semester break of the semester prior to the one in which the study is to be done. Details relating to independent studies are available from the Executive Assistant (Room 5C38). Other University units may, with the permission of the Dean of Faculty, be studied in lieu of the 1529 Elective in Teaching G unit.

Note that Teaching Studies G1 is a prerequisite for Teaching Studies G2;

1527 Education Studies G1 is a prerequisite for 1528 Education Studies G2;

Teaching Studies G1 is a prerequisite for 1529 Elective in Teaching G.

University of Canberra, AUSTRALIA

1997 HANDBOOK

Graduate Diploma in Human Resource Development (290)

The Graduate Diploma in Human Resource Development is designed for those who are practitioners or intending practitioners in any of the various areas of specialisation in adult education such as managers, trainers and instructors in the Public Service, teachers in technical and further education, personnel in training and development and in human resource development sections in industry. In particular the course is intended to appeal to those currently working in one of these specialist fields who wish to broaden their professional expertise. The course is in-service, practically-based and built around generic concepts of instruction and how adults learn while incorporating a degree of flexibility to cater for differences in organisational or institutional requirements. The course is therefore strictly in-service in nature and applicants will be expected to be employed in adult learning/teaching environments while undertaking their study.

The aim of the course is to assist participants to establish themselves further as professionals in any area of adult education, development and training or in human resource development in industry or in the public sector.

A variety of teaching/learning methods, strategies and processes is implemented during the course and includes lecture/discussion tutorial and workshop sessions, simulation, role-play, case studies and individual student seminar presentations. Other techniques involving self-paced learning, individual learning contracts, and other direct and indirect teaching/learning strategies are utilised and studied.

Course Duration:

As the course is in-service, it is expected that most students will proceed through it on a part-time basis; educationally this is a preferred option. Students proceeding on this basis could complete the course in four or more semesters of part-time study.

Admission Requirements:

The Graduate Diploma in Human Resource Development is available to

(a) candidates who have successfully completed a first degree in an Australian university or its equivalent. Such candidates would need to have actual full-time or part-time employment in adult learning environments, or the prospect of such employment, so that they are able to undertake the professional practice component concurrently with the first two core units, and

(b) members of professions who hold awards which are, in the opinion of the University's Admissions Committee, equivalent to a first degree.

Course Requirements:

The course consists of seven semester-length units. Four compulsory units forming a Professional Development Strand make up the core of the course, with students selecting three further units from a specified list.

Course Advice:

Students seeking course advice should contact the course convener.

Professional Recognition:

Recognised by the Canberra Institute of Technology (CIT) as a teaching qualification.

Course Convener:

Ms Barbara Chambers
5C61
(06) 201 5141

Typical Part-time Course Structure: Graduate Diploma in Human Resource Development		
	Semester 1	Semester 2
YEAR 1	3523 Skills and Strategies in HRD G Elective*	3521 Strategy Design and Implementation in HRD G Elective*
YEAR 2	3267 Theory and Principles of Adult Education G Elective*	3269 Complex Strategies in Professional Development G

*Electives: Students are required to select any 3 of the following:
3412 Theory and Principles of System Evaluation G
3527 Research Methods in HRD G
3414 Theory and Principles of Group Dynamics G
3530 Management and Leadership in HRD G
3525 Research Project in HRD G (subject to course rules and conditions)
3537 Human Resource Development Project G (subject to course rules and conditions)
An elective from the Faculty of Management or other Faculty which is relevant to their professional role.

Students who complete requirements for this award with a view to applying for admission to the Master of Arts in Community Education (Human Resource Development) should note the requirement of an extra six credit points in addition to the normal Masters requirement of 48 credit points, ie 30 credit points for the Graduate Diploma in HRD and 24 credit points for the research thesis unit totalling 54 credit points.

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Graduate Diploma in Special Education (340)

The course is designed for graduates who work in special educational settings; for support staff in regular schools (for example resource teachers, counsellors, speech pathologists); and for workers in community services for people with disabilities. Regular classroom teachers who wish to be better able to cater for children with learning and behavioural disabilities in the regular classroom will also find the course useful.

Students should note that the course is also offered in summer and winter "blocks", and when undertaken in this manner, it can be completed in two years. This arrangement is made available mainly for teachers who can attend campus only during school vacations.

Specialisations:
There are four specialisations within the Graduate Diploma in Special Education leading to postgraduate professional qualifications with separate emphases, namely resource support teaching, learning difficulties, developmental disabilities, and behaviour disorders. Students may select units across strands with the permission of the course convener.

Course Duration:
1 year full-time or equivalent part-time; (two years part-time in the summer and winter block format).

Admission Requirements:
The programs are for experienced teachers and other professionals directly involved with the provision of services to children and adults with special needs because of developmental, learning or behavioural disabilities. Applicants should therefore hold at least a three-year award in Education from an accredited tertiary institution; or be graduates in psychology, applied science or other relevant areas and have practical clinical experience in the provision of programs and services to individuals with disabilities.

Students with a Diploma of Teaching wishing to upgrade with a fourth year of study to a Bachelor of Education may specialise in special education by completing a package of the Graduate Diploma in Special Education course units plus the unit 3370 Curriculum Development and Evaluation. This specialisation is also available part-time and in summer and winter block format.

Course Requirements:
There is a core of four required units, common to all specialisations, plus further required and elective units depending on the specialisation selected. Each specialisation of the diploma comprises eight units (3 credit points each) and two professional experience units (2 credit points each).

Practicum Component:
The required professional experience units involve the completion of 100 hours of practicum in school and/or clinical settings for full-time students (some adjustments may be made to this time allocation for part-time students). Each specialisation unit also has practicum requirements to be completed, some of which are integrated within these units.

Course Advice:
Further particulars of the course and unit outlines are available from the Executive Assistant of the Faculty of Education, telephone (06) 201 2625.

Course Convener:
Professor Anthony Shaddock
5C5
(06) 201 5150

Typical Full-time Course Structure: Graduate Diploma in Special Education		
	Semester 1	Semester 2
YEAR 1	3113 Developmental and Learning Disabilities PG 3111 Professional Field Experience PG1 3114 Skills in Interpersonal Communication PG Specialisation units (see below)	3108 Teaching Persons with Learning Problems PG 3115 Behaviour Disorders in School and Home PG 3112 Professional Field Experience PG2 Specialisation units (see below)

Specialisation Units			
Resource-Support Teaching	Learning Difficulties	Developmental Disabilities	Behavioural Disorders
3103 Resource Consultancy Skills PG *and* 3104 Studies in Literacy PG *and* 3105 Studies in Numeracy PG *or* 3101 Advanced Studies in Literacy PG *or* 3102 Advanced Studies in Numeracy PG *and* one elective*	3104 Studies in Literacy PG *or* 3105 Studies in Numeracy PG *and* 3106 Issues in Mainstreaming PG *and* two electives*	3107 Communication Disorders PG *and* 3360 Teaching Persons with Developmental Disabilities PG *and* two electives*	3116 Group Counselling PG *and* 3558 *or* 3560 Applications of Counselling (Youth/ Welfare) PG1/PG2 *and* two electives*

*Electives may include:
3107 Communication Disorders PG
3360 Teaching Persons with Developmental Disabilities PG
3099 Computers in Schools PG
3110 Early Intervention and Parent Training PG
3109 Teaching Children with Gifts and Talents PG
1944 Human Sexuality PG
3104 Studies in Literacy PG
3105 Studies in Numeracy PG
3106 Issues in Mainstreaming PG
3834 Nature of Adult Learning PG
3558 Applications of Counselling PG1
3560 Applications of Counselling PG2

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Degree of Master of Arts in Community Education

(Counselling) (by coursework & thesis) (331)

(Human Resource Development) (by coursework & thesis) (332)

These courses are designed to meet the needs of people who have postgraduate training in a variety of related social science areas, have community experience and who desire further specialised training in the theory and practice of community education.

Therefore the courses aim to provide professionals, working in a variety of community settings, with counselling and adult education skills which will allow them to facilitate problem solving, decision-making, and life-enhancing practices for themselves, other individuals, small groups and organisations. At the end of the program, participants will have expertise in staff development and training through insights of andragogical principles of developing people and researching/implementing other current methods.

Building on the stated aims of the postgraduate diplomas in human resource development and community counselling, specific objectives for the MA Community Education courses include:

- to develop appropriate understanding of research methodology and design including the case study and group experiment and design;
- to develop the ability to analyse data in social, behavioural, health sciences and education research;
- to demonstrate using appropriate methodology and analysis the ability to satisfactorily complete a field study in the area of community education.

Course Duration:
2 years full-time or equivalent part-time

Admission Requirements:
Admission to the Master of Arts in Community Education courses may come from a graduate diploma in a relevant field. The minimum admission requirements are as follows:

Either

(a)
possession of a minimum of an accredited three or four year undergraduate degree or an equivalent qualification, with at least two years' approved professional counselling experience or some staff development in the community education area;

or

(b)
possession of a minimum of an accredited three or four year undergraduate degree or an equivalent qualification, with at least two years' approved professional counselling/adult education experience and coursework in the counselling/adult education areas as part of their undergraduate course.

Course Requirements:
Satisfactory completion of at least 48 credit points from required units.

Course Advice:
Students seeking course advice should contact the course convener.

Course Conveners:

Counselling:
Dr Sandi Plummer
5C76
(06) 201 2484

HRD:
Ms Barbara Chambers
5C61
(06) 201 5141

Typical Course Structure:
For Master of Arts in Community Education (Counselling) - Part-time basis only.
Study program follows the same pattern as for the Graduate Diploma in Community Counselling (Course No. 147), followed by research undertaken in the units 4233 Field Study in Counselling AM and 4234 Field Study in Counselling BM.

For Master of Arts in Community Education (Human Resource Development)
Study program follows the same pattern as for the Graduate Diploma in Human Resource Development (Course No. 290), followed by research undertaken in the units 4248 Community Education Thesis M (part-time) *or* 4226 Community Education Thesis M (full-time) (24 credit points each).

University of Canberra, AUSTRALIA

1997 HANDBOOK

Degree of Master of Education

The degree of Master of Education is a 48 credit point course for graduates who have some professional experience in education. There are three ways of undertaking the course.

Areas of Focus:
Currently the Master of Education has four special areas of focus, namely, curriculum studies, education administration, health education and special eduction. Each area generates a number of coursework units. In addition, the program provides opportunities for further study and/or specialisation in other areas taught within the Faculty, as for example, arts education, mathematics education, science and technology education, second and foreign language studies, language and literacy studies, early childhood education and computers and education.

Course Duration:
Minimum two years full-time or its equivalent in part-time study although the granting of advanced standing may reduce the minimum duration to not less than one year of full-time study or its part-time equivalent.

Maximum: three years full-time or its part-time equivalent.

Admission Requirements:
Applicants should hold:

(a) the degree of Bachelor of Education, or a qualification deemed equivalent by the Admissions Committee; *or*

(b) a first degree and a Graduate Diploma in Education, or a graduate teaching qualification deemed equivalent by the Admissions Committee; *or*

(c) qualifications deemed to be equivalent to the above by the Admissions Committee and experience which indicates a strong possibility of success. However, in this case, it should be noted by applicants that the Master of Education is not a recognised teaching qualification.

Preferred applicants will have current professional experience in the area they nominate.

Conditional admission to the course:
In special circumstances a candidate may be admitted to conditional candidature. Candidates so admitted shall be required to undertake such units or studies as may be determined by Academic Board. Satisfactory completion of such studies may or may not be credited towards the degree.

Status for previous studies:
For the Master of Education by Research (Thesis type 2 pathway) up to 12 credit points of coursework status may be awarded to a student who, prior to enrolment in the Master of Education, has completed at another institution masters level studies which are deemed equivalent in content and standard to units of the Master of Education program.

For the Master of Education by Coursework advanced standing of up to 24 credit points is possible for some candidates depending on prior qualifications and experience. Enquires should be made to the course convener.

Course Convener:
Associate Professor Tim Hardy
5B10
(06) 201 2067

Degree of Master of Education (Research) by Thesis Type 1 or Thesis Type 2 (055)

Course Requirements:

By Thesis Type 1 (thesis alone, 48 credit points)

Candidature by thesis alone is dependent upon the Master of Education Committee's acceptance of a thesis proposal submitted by the applicant. The applicant will need to have demonstrated to the Committee a capacity for research at an advanced postgraduate level and have an academic record deemed by the Committee to be of sufficient standard to proceed by thesis alone. Applicants who wish to proceed by Thesis Type 1 will be expected to possess an honours bachelor degree or equivalent and must submit with their application a preliminary thesis proposal and evidence that a member of academic staff in the Faculty of Education has agreed to supervise their research.

Thesis alone students need to enrol in either 0500 Master of Education Thesis Type 1 (part-time) or 2825 Master of Education Thesis Type 1 (full-time) units. The thesis shall comprise advanced study and research embodying an original investigation of a topic falling within one of the fields of study in education for which the Master of Education degree has been accredited. Two supervisors will be appointed on the advice of the Master of Education Committee and confirmed by the University's Higher Degrees and Scholarship Committee.

The supervisors shall report on the progress of the student at the end of each semester. The thesis will be examined by two examiners external to the University.

By Thesis Type 2

During the initial on-campus period of study, the candidate is required

(a) to complete and pass two coursework units of 6 credit points each related to his/her interests and chosen from the specialisations available after consultation with his/her adviser

and

(b) to complete and pass the 12 credit points year long unit Master of Education Thesis Preparation.

During the second part of the student's candidature, the candidate is required to complete a significant piece of work in the form of a thesis (Thesis Type 2 for 24 credit points) which will be assessed by two examiners external to the University. Thesis Type 2 candidates enrol in either 1755 Master of Education Thesis Type 2 (part-time) or 2826 Master of Education Thesis Type 2 (full-time).

In each year of candidature the academic progress of each candidate shall be reviewed. If progress has been unsatisfactory, a candidate may be directed to discontinue his/her course.

Note: It is possible to begin the Master of Education by research in this Thesis Type 2 pathway and, on the attainment of particularly good results in one or two units, apply to be considered for candidature by thesis alone. Candidates should be aware, however, that this could have HECS implications.

Degree of Master of Education (by Coursework) (239)

Course Requirements:
Students are required to complete and pass firstly, six M level units of 6 credit points each and secondly, the 12 credit point unit Professional Study in Education (unit 4450 if taken full-time; unit 4451 if taken part-time). The professional study encourages students to undertake work directly relevant to their professional life and can be a project of an applied nature.

Students select the required six M level units from those available in the list below and after consultation with the Course Convener. Normally, at least two units will be chosen in the student's special area of focus and with the professional study in mind. Students should note that the Education Research Project units provide a means for further study and/or specialisation in other areas taught within the Faculty of Education.

2599 Curriculum Design and Development M
3359 Curriculum Inquiry M
0583 Developments in Special Education M
0642 Education Planning M
2604 Educational Policy and Politics M
4368 Education Research Project M1
4369 Education Research Project M2A
4370 Education Research Project M2B
4292 Education Evaluation M
1530 Health Education M1
1531 Health Education M2
0605 Implementing Change M
0796 Issues in Special Education M
3028 Social Change and Education M
0693 Theory and Process in Education Administration M

Note: In most cases, the Master of Education by Coursework will not be accepted as an appropriate prerequisite for admission to a research based PhD course.

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Degree of Doctor of Philosophy (208)

The degree of Doctor of Philosophy in the field of Education involves candidates in a program of research requiring the presentation of a doctoral thesis which should provide evidence of the candidate's ability to conceive, execute and report on a scholarly piece of research in advanced theory or Students practice.

The objectives of the course are

(a) to promote and provide a means of high levels of education, research and development for those people directly involved in the design, operation and future development of Australian education.

(b) to provide a program of research suitable for teachers, administrators and officers in related fields of education.

Period of Candidature:

The duration of the course for full-time candidates will normally be three years. The duration of the course for part-time students will be proportionately longer. The maximum period of study for the course for a full-time student will be five years, and eight years for a part-time candidate, subject to satisfactory academic progress.

Admission Requirements:

Intending candidates should make application to the Faculty for admission to the course by completing a PhD application form which is available from the Faculty's Executive Assistant (Room 5C38) (06) 201 2625.

Applicants should submit with their application a thesis proposal and an outline of their proposed area of research as explained in the Doctor of Philosophy application form. Prior to selection, applicants should be prepared to attend an interview with the Faculty of Education's Higher Degree Committee, at which they will be expected to further define the nature of the problems they propose to investigate and demonstrate their competence to undertake doctoral research in that field of education.

Course Requirements:

The doctoral thesis should demonstrate that the candidate has academic and technical competence in the field and has done research of an original and independent character. The thesis must add to or modify what was previously known, and present significant original analysis of the subject based upon investigation.

Enrolment:

Candidates must enrol in the unit 1257 Education Doctoral Thesis D (part-time) or 1258 Education Doctoral Thesis D (full).

Course Convener:

Associate Professor Jim Mitchell
5B7
(06) 201 2473

University of Canberra, AUSTRALIA

1997 HANDBOOK

Degree of Professional Doctorate in Education (352)

The Doctor of Education course seeks to provide opportunities for advanced study and reflection on practice in the fields of Adult Education, Higher Education, Community Education, Counselling, Health Education, Human Resource Development, Educational Administration, Special Education, Teacher and School Education, International Education (including TESOL and LOTE) and related areas. Such opportunities are to be provided for educators in these professions who will be able to draw on and extend their professional expertise.

The course intends to promote the following outcomes:

- higher levels of efficiency for those people directly involved in the leadership, management, design, operation and future development of education both in Australia and in overseas countries.
- improved and broadened professional competence among course participants through specialised course work which considers the theoretical underpinnings of practice, and particularly through research which may be related to their professional settings an educational responsibilities;
- closer links and associations between the University and the senior professionals in all educational settings, both in Australia and abroad, and thereby to optimise the contribution that this university can make to the various fields and practices of education;
- significant contribution to their professional practice in the field through the application of appropriate research methodology by course participants.

Course duration:

Standard duration of the Doctor of Education course is normally 3 years full-time study or equivalent part-time study.

Admission requirements:

Applicants for admission to the Doctor of Education course will have to satisfy the following admission requirements:

- hold a Master of Education or an equivalent qualification in a relevant professional field. Applicants would be expected to have achieved the equivalent of at least a credit average in their previous postgraduate program;
- five years of professional practice in a relevant professional field;
- evidence of capacity for specialised coursework and research at the doctoral level and relevant professional development; and
- experience in undertaking and successfully completing research;
- evidence of superior professional performance based on specific performance criteria supported by relevant referee's reports.
- capacity to identify an area of research that is deemed by the committee to be appropriate to the thesis component of the course.

Conditional admission:

In special circumstances the candidate may be admitted to conditional candidature. Candidates so admitted shall be required to undertake a bridging program.

Academic requirements:

At least 72 credit points as follows:

Part A: Coursework 24 credit points. The completion of two Doctoral Studies elective units.

Units in Part A must be satisfactorily completed before entry is permitted to the thesis research component, Part B.

Part B: Thesis Research 48 credit points.

1. EdD Thesis Preparation 1 (including study of a range of relevant research methodologies) 6 credit points.
2. EdD Thesis Preparation 2 (including development and examination of thesis proposal) 6 credit points.
3. EdD Thesis (3 x 12 credit points) 36 credit points.

Thesis work consists of two linked stages:

development of a theoretical framework and methodology; and information gathering, analysis and presentation of results.

Course Convener:

Dr Michael Gaffney
5C7
(06) 201 2627;
fax: (06) 201 5065;
e-mail: mikeg@education.canberra.edu.au

University of Canberra, AUSTRALIA

1997 HANDBOOK

Other Courses

Tertiary Course in Development Education

The course has been designed for experienced educators from developing countries. Considerable flexibility has been built into the program, which is aimed at developing comparative experience and knowledge in fields relevant to the interests of the participants. For further information, telephone the Faculty's Executive Assistant on (06) 201 2625.

Teaching English to Speakers of Other Languages

The School of TESOL and International Education offers the following courses to full fee paying overseas students. A limited number of Australian Resident students may be accepted into these courses.

Students are advised to consult the Description of Units section of this Handbook for details of the class contact hours, syllabus and any other requirements of the units listed for TESOL courses. They should also check the Unit Availability section of this Handbook or seek further advice from the faculties concerned.

Graduate Certificate in TESOL (270)

A course comprising four selected TESOL units which may be completed in either one semester full-time, or two semesters part-time, or intensively during a summer program.

Course Structure:

Required Units

1871 TESOL Methodology PG (double unit)
or
1231 Teaching and Learning (TESOL) PG *and either*
1904 Materials for Language Teaching PG
1229 Linguistics PG *or*
1223 Applied Linguistics PG

and one elective unit chosen from

4291 Language Teaching in Action PG
4326 English Language and Culture PG
1905 Technology in Language Teaching PG
1228 Language Culture and Society PG

Graduate Diploma in TESOL (114)

A full-time, two semester course with a practical focus based on an understanding of language and learning theory.

Course Structure:
Graduate Diploma (TESOL)

Compulsory Units
1229 Linguistics PG
1871 TESOL Methodology PG (double unit)
1233 Writing PG
1223 Applied Linguistics PG
1904 Materials for Language Teaching PG

Two electives chosen from:
4291 Language Teaching in Action PG
4326 English Language and Culture PG
1231 Teaching and Learning (TESOL) PG
1905 Technology in Language Teaching PG
1228 Language, Culture and Society PG

Degree of Master of Arts in TESOL (115)

A full-time, two or four semester course combining practical and theoretical elements and with a field study component which allows participants to study in depth a topic of particular interest to them.

Admission requirements:
Normally, completion of the Graduate Diploma in TESOL, when a Master of Arts in TESOL then consists of a two semester course. Students who do not have a postgraduate diploma in TESOL are required to first complete the postgraduate diploma before proceeding to the Master of Arts in TESOL. In this case the Master of Arts in TESOL requires four semesters of full-time study.

Typical Full-time Course Structure:

Master of Arts (TESOL)

Semester 1

0793 Discourse Analysis M
0784 Language Tests M
0810 Study Project and Report M (year-long)
One elective*

Semester 2

0800 Grammar and Communication TESOL M
0810 Study Project and Report M (year-long)
Two Electives*

*Electives

To be selected from -
1951 Special Studies in Education (TESOL) M
4326 English Language and Culture PG
1224 Aspects of Literary Criticism PG
0807 Language Change M
1231 Teaching and Learning (TESOL)
3835 Language Planning
4291 Language Teaching in Action PG

English Language Intensive Courses for Overseas Students (ELICOS)

These include:

- General English - offered at all levels from beginners to very advanced.
- English for Academic Purposes
- English language preparation for students who intend to further their studies in Australia.
- English for International Relations for those whose work required them to communicate in English in an international context.
- English for Teachers for those who wish to upgrade their English language skills and professional experience.
- English for Specific Purposes for those with special professional requirements including diplomats and government officials.

For further information on courses available in this area, contact the School of TESOL and International Education on (06) 201 2077.

University of Canberra, AUSTRALIA

1997 HANDBOOK

Faculty of Environmental Design - General Information

Dean:
Professor Elivio Bonollo

Executive Officer:
Ms Jenny Coggins

General Enquiries:
7A28
(06) 201 5071

The Faculty of Environmental Design presently offers undergraduate, postgraduate and double degree courses leading to the awards listed on the previous page. Students should refer to the section of this Handbook entitled Information for Students, in particular those paragraphs covering definition of University terms, admission, enrolment and academic progress. Prospective and newly-enrolled students should also note the knowledge assumed for each course.

The Faculty aims to provide students with educational opportunities to develop:

- an appreciation of the socio-economic, cultural, environmental and ethical implications of designing and realising contributions to the environment;
- the skills, attitudes and knowledge which are appropriate for entering into and contributing positively to, a design profession;
- the creative and/or managerial talents necessary for conceiving and implementing beneficial change in the environment;
- academic skills associated with research, thinking and communicating at an advanced conceptual level.

The Faculty places great importance on students having more than a narrowly defined degree. Breadth of education is an important basis for having a flexible approach to work and for graduates to understand the role of the professions in Australian society. Students are therefore required to take units in other faculties or other courses in the Faculty of Environmental Design.

Degrees with Honours

Degrees with honours are available in the undergraduate courses. Candidates are selected on the basis of meritorious performance over the earlier years of their respective courses.

Field work

Compulsory field work is part of many of the units in all undergraduate courses, and students will be required to attend excursions for single days or weekends or for longer periods during class free periods. Students will be expected to contribute to a substantial proportion of the cost of field work.

Materials

Students will be expected to contribute to the cost of materials for projects.

Professional Recognition

Professional institutes go through a process of recognising courses as providing a suitable basis for entering the profession. The Royal Australian Institute of Architects, the Australian Institute of Building, the Design Institute of Australia and the Australian Institute of Landscape Architects recognise the undergraduate courses in architecture, construction management and economics, industrial design, and landscape architecture respectively.

Postgraduate Courses

The Faculty of Environmental Design has two research centres which support masters and doctoral programs.

The Cultural Heritage Conservation Studies Research Centre, in association with the Faculty of Applied Science, draws together researchers interested in the interpretation, conservation and management of heritage places and cultural objects. It researches four main areas: the development of historic, aesthetic and social values in conservation: methods and techniques used in professional conservation of places and objects: curriculum development through courses and workshops and consultancies. The Centre also works to strengthen links with government, professional and community associations.

The Centre for Environmental Philosophy, Planning and Design is an emerging area of strength which provides a forum for research and discussion on issues relating to the sustainability of the built environment. Present research in the Centre is focused on research of the built environment and social transformation, cities as complex systems, post occupancy evaluation and research into construction materials, methods, processes and products to more effectively utilise material and energy resources. The centre provides consultancy services to government and non government agencies related to design and planning the built environment.

In addition to the Research Centres, the University of Canberra Research Development and Design office undertakes consultancies which often have strong theoretical implications and involve the application of research to more practical problems. Its work has included the design of medical equipment.

The Faculty's postgraduate courses can be taken in areas related of study related to the research centres. Applicants must submit a preliminary research proposal with their application. The proposal should include:

- the aims and objectives of the research
- the problems/issues to be investigated in the thesis
- methods to be employed in conducting and organising the research
- resource implications including substantial equipment needs
- proposed research timetable
- reasons for choosing to undertake research at the University of Canberra.

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Double Degree of Bachelor of Applied Science in Environmental Design/ Bachelor of Architecture (300)

This course is a double-degree course leading to the award of Bachelor of Applied Science in Environmental Design on successful completion of three years of full-time study, and the award of Bachelor of Architecture on successful completion of a further two years of full-time study (refer to the course description for the Bachelor of Architecture degree). Before entering the second component of the double degree course, students generally complete a program of practical experience, as approved by the Dean of the Faculty, extending over a total period equivalent to at least two semesters.

The objectives of the degree of Bachelor of Applied Science in Environmental Design are to provide students with educational opportunities which enable them:

- to understand the importance of the natural and cultural environment and the ways in which design can contribute to its conservation and enhancement;
- to appreciate that an environmental designer needs to be aware of the cultural, social and economic implications of design activities;
- to understand the nature of the contributions which a designer can make aesthetically, socially, environmentally and economically through the design of buildings, structures and environments;
- to gain a tertiary education which equips them to think and communicate at a mature level, and to set down patterns for continuous learning in adult professional life;
- to develop special skills of visualisation, manipulation and depiction of space, form and construction; and
- to acquire theoretical, historical, technical and professional knowledge of the kind that forms the foundation for the discipline and profession of architecture.

Course Duration:
3 years full-time

Assumed Knowledge:
ACT: Advanced Mathematics and English (T) major; NSW: 2u or 3u Mathematics, and 2u English.

Course Requirements:
72 credit points.

Electives:
Students who began the course before 1997 will take elective units either in other courses within the Faculty or in other faculties in the University.

Students who begin the course from 1997 will take interdisciplinary minor sequences outside their core area of study. The minors will generally be in Design Culture, Design Environment and Urban Systems.

Course Advice:
Students who need advice about their studies should consult the year coordinator.

Course Convener:
Mr Donald Dunbar
7B29
(06) 201 2579

Typical Full-time Course Structure: (for students who began the course before 1997) Bachelor of Applied Science in Environmental Design (Architecture Tier 1)		
	Semester 1	Semester 2
YEAR 1	3448 Design Studies 1.1 3451 Design Science 1.1 0025 Introduction to Environmental Design 1.1 Elective	0867 Architectural Design 1.2 0365 Building Practice 1.2 4300 History of Australian Design Elective
YEAR 2	4293 Architectural Design 2.1 4295 Architectural Technologies 2.1 4302 Human Environment Studies 2.1 Elective	4297 Architectural Design and Technologies 2.2 An approved unit in design history Elective
YEAR 3	4294 Architectural Design 3.1 4296 Architectural Technologies 3.1 3595 Human Environment Studies 3A (Design Research: Design Theory) Elective	4298 Architectural Design and Technologies 3.2 3596 Human Environment Studies 3B (Design Management) (Environmental Control 2) Elective

Typical Study Program (for students commencing Architecture in 1997) The University is revising its undergraduate academic program. All students will transfer into the new program from 1998.	
Semester 1	Semester 2

	4610 Design Communication Skills (year-long) 4616 Technology 1 (year-long) 4612 Design Environment A 4617 Urban Systems A	4611 Design Culture A 4608 Architecture 1

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Degree of Bachelor of Architecture (300)

Note: Students must first complete the 3-year degree course of Bachelor of Applied Science in Environmental Design or its equivalent and generally also at least 2 semesters of practical experience.

The objectives of the degree of Bachelor of Architecture are:

- to build on the ethical, aesthetic, technical and environmental knowledge, attitudes and skills which the Bachelor of Applied Science in Environmental Design is intended to provide, and to give students the opportunity to develop them in relation to the profession of architecture;
- to give students an appreciation of the scope of the discipline and the responsibilities of the profession of architecture and to understand the place of architecture in relation to other disciplines and professions; and
- to produce graduates who can confidently enter the profession of architecture knowing that they will have acquired knowledge or skills in some areas which will contribute to improving the cultural environment, society and the architecture profession.

Students whose performance over the early years of the course is of sufficient merit may be invited to enrol in an honours program in the final year. The degree with honours has two further objectives which provide an opportunity for students:

- to demonstrate superior performance in their coursework; and
- to develop academic skills, knowledge and practices to qualify them to proceed with postgraduate study should they wish to do so.

Course Duration:
2 years full-time

Course Requirements:
Following completion of the requirements of the Bachelor of Applied Science in Environmental Design, students must complete at least 48 credit points from a minimum of 16 units.

Course Advice:
Students who need advice about their studies should consult the year coordinator.

Professional Recognition:
The Royal Australian Institute of Architects recognises the Bachelor of Architecture as providing a suitable basis for entering the profession.

Course Convener:
Mr Donald Dunbar
7B29
(06) 201 2579

Typical Full-time Course Structure: Bachelor of Architecture (following the completion of the 3 year degree course of Bachelor of Applied Science in Environmental Design.)		
	Semester 1	Semester 2
YEAR 4	Twelve Months Practical Experience	(Prerequisite for Second Tier Course)
YEAR 5	3614 Architectural Design A 3622 Built Environments, Impact Assessment 3600 Design Professional Practice 4303 Research Methods in Environmental Design *or* Approved Faculty Elective	3613 Architectural Design B 3616 Architectural Technology A 3619 Environmental Control 3612 Design Professional Conduct
YEAR 6	3618 Urban Design 3599 Design Theory and Criticism* 3623 Total Property Management* 4299 Architectural Dissertation *or* 4211 Architectural Specialisation	3615 Architectural Design C 3617 Architectural Technology B 3598 Design Theory and History 3611 Design Professional Studies

*Honours students must take the Faculty Honours unit (4157 Honours, Faculty of Environmental Design) and *either* 3599 Design Theory and Criticism *or* 3623 Total Property Management.

University of Canberra, AUSTRALIA

1997 HANDBOOK

Degree of Bachelor of Construction Management and Economics (341)

The objectives of the degree of Bachelor of Construction Management and Economics are:

- to provide the construction industry and public sector organisations with innovative and adaptive professionals who will perform with excellence and in a manner which reflects a high degree of professionalism and ethical behaviour;
- to equip students with the necessary knowledge and skills so as to practise in the broad field of management and economics of the design of the construction process;
- to provide a mind-set for continuously adapting to change;
- to provide a qualitative understanding of the industry and its position relative to the rest of the economy;
- to encourage both undergraduate and postgraduate research;
- to develop an awareness of international management practice, financing, design, and construction methods; and
- to develop an awareness of environmental, social, political and economic issues.

Students whose performance over the first three years of the course is of sufficient merit may be invited to enrol in an honours program in the fourth year. The degree with honours has two further objectives which provide an opportunity for students:

- to demonstrate superior performance in their coursework;
- to develop academic skills, knowledge and practices to qualify them to proceed with postgraduate study should they wish to do so.

Course Duration:
4 years full-time which includes one semester of practical experience.

Assumed Knowledge:
ACT: Advanced Mathematics and English (T) major; NSW: 2u Mathematics and 2u English.

Course Requirements:
Students must complete at least 99 credit points from 29 units. (for students who began before 1997)

Electives:
Choice of electives is limited. However, students are required to take a number of units from other faculties, including a sequence of units in economics.

Course Advice:
Students needing advice about their studies should consult the year coordinator.

Professional Recognition:
The Australian Institute of Building recognises the course as providing a suitable basis for entering the profession.

Course Convener:
Mr Donald Dunbar
7D29
(06) 201 2579

Bachelor of Construction Management and Economics (for students who began the course before 1997)		
	Semester 1	Semester 2
YEAR 1	1444 Basic Information Systems 3451 Design Science 1.1 0034 Macroeconomics 1 1720 Accounting 1A	3057 Construction Technology 1 2646 Building Science Practice 0365 Building Practice 1.2 3605 Mathematical Methods 1A
YEAR 2	3136 Construction Technology 2 3147 Environmental Services 1 0020 Microeconomics 1 3633 Construction Law	3137 Construction Technology 3 3148 Environmental Services 2 1381 Surveying Techniques 4300 History of Australian Design
YEAR 3	3138 Construction Technology 4 4609 Construction Management 1 3144 Construction Economics 1 4113 Quantity Surveying Practice	3143 Construction Management and Economics Practical Experience Program (Minimum 13 Weeks)
YEAR 4	0498 Marketing *or* 4309 Psychology 101 *or* 4157 Honours, Faculty of Environmental Design* 3140 Construction Management 2 3145 Construction Economics 2 1359 Project Evaluation	3141 Construction Management 3 3142 Construction Management 4 3839 Value Management 0052 Environmental and Resource Economics

*Honours students must undertake the unit, 4157 Honours, Faculty of Environmental Design.

Typical Study Program (for students commencing Construction Management and Economics in 1997) The University is revising its undergraduate academic program. All students will transfer into the new program from 1998.	
Semester 1	Semester 2

tba Macroeconomics 4616 Technology 1 (year-long) 4617 Urban Systems A 4478 Introduction to Information Technology	tba Microeconomics 4609 Construction Management 1 tba Mathematical Methods *or* 4207 Introduction to Management

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Degree of Bachelor of Graphic Design (302)

The aim of the degree of Bachelor of Graphic Design is to prepare graduates to meet the present and future needs of the community as professional graphic designers. The overall objective of the course is to produce a professional, creative, graphic design graduate able to fulfil personal, professional and community objectives.

The course will develop to an advanced level the knowledge, attitudes and technical skills required to enable graduates to enter the profession of graphic design. More specifically it will develop:

- the intellectual and conceptual abilities necessary to make design decisions and recommendations for their implementation;
- creative abilities which give imaginative visual form to messages, events, ideas and values in graphic communication;
- visual communication skills to convey design concepts;
- understanding of the processes which will enable graduates to manage, implement and evaluate graphic design projects;
- understanding of the social and cultural roles of the design professions and in particular graphic design;
- intellectual appreciation of the nature of graphic communication in its diverse visual aspects; and
- awareness and understanding of the evolving technologies and processes of the graphic design profession.

Students whose performance over the first three years of the course is of sufficient merit may be invited to enrol in an honours program in the fourth year.

Course Duration:
4 years full-time

Assumed Knowledge:
ACT: English (T) major; NSW: 2u English

Useful Knowledge:
Although no prior knowledge of art is assumed, it is considered to be a useful subject.

Course Requirements:
Students must complete at least 96 credit points.

Electives:
Students who begin the course from 1997 will take interdisciplinary minor sequences outside their core area of study. The minors will generally be in Design Culture and Multi-Media.

Course Advice:
Students needing advice about their studies should consult the year coordinator.

Course Convener:
Mr David Whitbread
7AC33
(06) 201 2570

Typical Full-time Course Structure: Bachelor of Graphic Design (for students who began the course before 1997)		
	Semester 1	Semester 2
YEAR 1	3448 Design Studies 1.1 4164 Graphic Design Techniques and Technologies 1.1 4168 Design Communication and Culture Elective	4165 Graphic Design Studies 1.2 4262 Graphic Design Techniques and Technologies 1.2 4269 Art and Design of the Twentieth Century Elective
YEAR 2	4256 Graphic Design Studies 2.1 4263 Graphic Design Techniques and Technologies 2.1 4446 Introduction to Marketing Communication Elective	4257 Graphic Design Studies 2.2 4264 Graphic Design Techniques and Technologies 2.2 4271 Graphic Design Communication Elective
YEAR 3	4258 Graphic Design Studies 3.1 4265 Graphic Design Techniques and Technologies 3.1 4597 Graphic Design Production and Planning 3.1 Elective	4259 Graphic Design Studies 3.2 4266 Graphic Design Techniques and Technologies 3.2 4598 Graphic Design Production and Planning 3.2 Elective
YEAR 4	4260 Graphic Design Studies 4.1 4268 Graphic Design Management 4157 Honours, Faculty of Environmental Design *or* 4273 Special Study in Graphic Design *or* Approved elective	4272 Major Study in Graphic Design 4261 Graphic Design Studies 4.2

Typical Study Program (for students commencing Graphic Design in 1997) The University is revising its undergraduate academic program. All students will transfer into the new program from 1998.	
Semester 1	Semester 2
4610 Design Communication Skills (year-long) 4254 Introduction to Media 4446 Introduction to Marketing Communication (year-long) tba Graphic Design Studies 1	4277 Media Representation and Analysis 4611 Design Culture A

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Degree of Bachelor of Industrial Design (342)

The objectives of the degree of Bachelor of Industrial Design are:

- graduates of the course shall have an understanding of the social, cultural and economic imperatives which form the environment within which they will design;
- they shall have an understanding of the history of the industrial design profession and of the historical background which gave rise to it;
- they shall have a level of creativity, technological expertise and professional ability sufficient to allow them to make an immediate contribution to an employer or to the profession of design;
- they shall have an attitude to learning which will allow flexibility of mind and encourage the maintenance and advancement of expertise;
- they shall have experience of designing in a broad project spectrum, where students have the opportunity to develop personal methodologies which may contribute to the profession; and
- they shall understand the human-centred nature of successful design and shall be aware of the complex nature of the design process.

Students whose performance over the first three years of the course is of sufficient merit may be invited to enrol in an honours program in the fourth year. The degree with honours has two further objectives which provide an opportunity for students:

- to demonstrate superior performance in their coursework; and
- to develop academic skills, knowledge and practices to qualify them to proceed with postgraduate study should they wish to do so.

Course Duration:
4 years full-time

Assumed Knowledge:
ACT: English (T) major; NSW: 2u English.

Useful Knowledge:
Art, design technology and physics are considered to be useful subjects.

Course Requirements:
Students must complete at least 96 credit points.

Electives:
(for students who began the course before 1997)

Students must choose a sequence of units which must include no more than six credit points at level 1/2 and at least 15 credit points at level 3/4 or higher from other courses in the Faculty or from other faculties in the University.

Students who begin the course from 1997 will take interdisciplinary minor sequences outside their core area of study. The minors will generally be in Design Culture, Design Environment and Management.

Professional Recognition:
The Design Institute of Australia recognises the course as providing a suitable basis for entering the profession.

Course Advice:
Students needing advice about their studies should consult the year co-ordinator.

Course Convener:
Mr Steve Trathen
7AC20
(06) 201 2023

Typical Full-time Course Structure:
Bachelor of Industrial Design (for students who began the course before 1997)

	Semester 1	Semester 2
YEAR 1	4212 Industrial Design Studies 1.1 3448 Design Studies 1.1 3451 Design Science 1.1 0025 Introduction to Environmental Design 1.1	0353 Industrial Design Studies 1.2 4156 Design Studies 1.2 4300 History of Australian Design Elective
YEAR 2	4151 Industrial Design Studies 2.1 4153 Industrial Design Metals Technology 4152 Ergonomics Elective	4304 Industrial Design Studies 2.2 Approved unit in Design History Elective
YEAR 3	3291 Industrial Design Studies 3.1 Elective	3624 Industrial Design Studies 3.2 3625 Furniture Design Elective
YEAR 4	4154 Industrial Design Studies 4.1 4157 Honours, Faculty of Environmental Design *or* Elective	4162 Industrial Design Studies 4.2 - Research and Design

Typical Study Program (for students commencing Industrial Design in 1997)
The University is revising its undergraduate academic program. All students will transfer into the new program from 1998.

Semester 1	Semester 2
4610 Design Communication Skills (year-long) 4616 Technology 1 (year-long) 4612 Design Environment A 4207 Introduction to Management	4611 Design Culture A tba Industrial Design Studies 1.2

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Degree of Bachelor of Landscape Architecture (343)

The objectives of the degree of Bachelor of Landscape Architecture are:

- to promote students' awareness of the landscape within its spatial, cultural and ecological frameworks;
- to engender an ethic of stewardship of the landscape within the context of the concept of creative conservation and sustainable systems;
- to develop, through teaching of the design process, a reflective approach to design where creative and analytical aspects are recognised as equal parts of an alternating process;
- by using urban, rural and regional projects which involve divergent value sets, to develop student awareness of the cultural, social, legislative and economic environments in which their design decisions are made;
- to give students an understanding of the technological skills that are necessary for successful design implementation;
- to give students a basis on which to operate, after appropriate experience, as competent professionals who will be capable of improving methodologies used in practice and to be able to adapt to changes in the profession.

Students whose performance over the first three years of the course is of sufficient merit may be invited to enrol in an honours program in the fourth year. The degree with honours has two further objectives which provide an opportunity for students:

- to demonstrate superior performance in their coursework; and
- to develop academic skills, knowledge and practices to qualify them to proceed with postgraduate study should they wish to do so.

Course Duration:
4 years full-time.

Assumed Knowledge:
ACT: 2u English; NSW: 2u English.

Useful Knowledge:
Social sciences, natural sciences and mathematics are considered to be useful subjects.

Course Requirements:
Students must complete at least 96 credit points.

Electives:
(for students who began the course before 1997)

Students must achieve at least 21 credit points from any 7 elective units including no more than two units at level 1/2 either from other courses in the Faculty or from other faculties in the University. Electives must be approved by the course director.

Students who begin the course from 1997 will take interdisciplinary minor sequences outside their core area of study. The minors will generally be in Design Culture and Urban Systems.

Professional Recognition:
The Australian Institute of Landscape Architects recognises the course as providing a suitable basis for entering the profession.

Course Advice:
Students needing advice about their studies should consult the year coordinator.

Course Convener:
Mr Eugene Herbert
7D33
(06) 201 2593

Typical Full-time Course Structure: Bachelor of Landscape Architecture (for students who began the course before1997)		
	Semester 1	Semester 2
YEAR 1	3626 Landscape Analysis and Site Appraisal 1.1 3627 Plant Physiology and Taxonomy 1.1 3448 Design Studies 1.1 Elective	1249 Landscape Design 1.2 4300 History of Australian Design 4156 Design Studies 1.2 Elective
YEAR 2	3628 Landscape Design 2.1 0226 Ecology 3630 Landscape Technology 2.1 Elective	3629 Landscape Design 2.2 4301 History of Landscape Architecture 3631 Landscape Technology 2.2 Elective
YEAR 3	3293 Landscape Design 3.1 3363 Landscape Planning 3.1 3361 Landscape Technology 3.1 Elective	3295 Landscape Planning and Design 3.2 3294 Landscape Technology 3.2 Elective
YEAR 4	4158 Landscape Planning and Design 4.1 *or* 4157 Honours, Faculty of Environmental Design 3600 Design Professional Practice 3599 Design Theory and Criticism 3622 Built Environment, Impact Assessments	4159 Landscape Planning and Design 4.2 Approved Elective

Typical Study Program (for students commencing Landscape Architecture in 1997) The University is revising its undergraduate academic program. All students will transfer into the new program from 1998.	
Semester 1	Semester 2

4610 Design Communication Skills (year-long) 4616 Technology 1 (year-long) 4615 Landscape 1 4617 Urban Systems A	4611 Design Culture A 0623 Plants and Animals

University of Canberra, AUSTRALIA

1997 HANDBOOK

Degrees of Master (by thesis)

Architecture (192)

Construction Management and Economics (277)

Environmental Design (158)

Industrial Design (196)

Landscape Architecture (195)

Urban and Regional Planning (110)

These masters degree courses consist of a thesis which shall comprise advanced study and research embodying an original investigation of a topic falling within one or more fields of study for which the masters degree has been accredited. Candidates whose thesis will be in a cross-disciplinary area will enrol in the Master of Environmental Design course. Those whose thesis will be predominantly in one area will enrol in the appropriate degree course. The thesis may take the form of a written report with drawings or other supplementary material.

Course Duration:
2 years full-time or equivalent part-time.

Admission Requirements:
Entrance to the masters degree courses is open to graduates in relevant disciplines. Graduates in other disciplines or those who have successfully completed degree courses of three-year duration only, will be required to take bridging units unless they can demonstrate that their work experience has served the same purpose.

Course Requirements:
Students are required to complete a thesis valued at 48 credit points.

Enrolment:
Students enrol in either 1812 Environmental Design Masters Thesis or 2861 Environmental Design Masters Thesis (Full).

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Degree of Doctor in Environmental Design (320)

This professional doctorate degree in Environmental Design provides the opportunity for advanced study and reflection on practice for professionals of standing in the fields associated with the Faculty of Environmental Design's undergraduate and postgraduate courses. The degree will draw on a candidate's professional experience and expertise and extend them and it will provide the opportunity to bring together in a scholarly submission professional work done over a period of time and to develop it is new directions.

The objectives of the course are

(a) to develop closer links and mutually beneficial associations between the University and senior professionals in fields associated with the Faculty's courses;

(b) to contribute to the development of professional practice in these fields.

Course Duration:
A minimum of 3 years full-time (subject to the granting of status) or its equivalent part-time. The maximum period of study will be 4 years full-time and 8 years part-time subject to satisfactory progress.

Admission Requirements:
A degree of bachelor with honours (or another qualification deemed by the University Admissions Committee to be equivalent) in a relevant course, and at least five years professional practice in a relevant field. As well, a candidate must able to provide evidence of the capacity to undertake specialised study at a doctoral level, and of superior professional performance (creatively and/or intellectually and/or technically) in the chosen field. Candidates wishing to undertake this course should make initial application to the Faculty's Research and Higher Degree Committee for agreement as to the suitability of the project to be carried out.

Course Requirements:
The course consists of a continuation of coursework units (12 credit points) and two professional doctorate project unit (60 credit points) to total at least 72 credit points.

The major project is further developed and should demonstrate that the candidate has extensive design, technical or professional knowledge in the chosen field and has made an original contribution to that field.

Enrolment:
Unless they have been granted status, candidates should enrol first in the coursework units then in the Preliminary Project unit and then in the Professional Project unit.

Course Convener:
Chair of the Faculty Research and Higher Degrees Committee.

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Degree of Doctor of Philosophy (251)

The Faculty offers a PhD program in areas of study related to its research centres: cultural heritage conservation studies and environmental philosophy, planning and design.

Course Duration:
3 years full-time or equivalent part time; maximum period of enrolment 5 years or equivalent part-time.

Admission Requirements:
Candidates must hold an honours degree at first class or 2A level, or a qualification deemed by the University's Admissions Committee to be equivalent. The qualification should be in a relevant discipline.

Course Structure:
A candidate will be required to undertake original research resulting in a thesis which makes a significant contribution to understanding, and/or to knowledge and/or its application in an agreed specialised area within the field of studies in environmental design. The work should entail systematic and searching reviews of the relevant literature in order to locate the study in relation to existing work in the field, the development of a clear statement as to the aims and objectives of the study, systematic investigation of the topic and the development of a well articulated theoretical position for undertaking its analysis. All this work should be incorporated into a well-written and well-argued thesis which describes the work done and articulates the findings of the study.

Enrolment:
Students enrol in either 4436 Doctoral Thesis in Environmental Design D (full-time); 4435 Doctoral Thesis in Environmental Design D (part-time).

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Faculty of Information Sciences & Engineering - General Information

Dean:
Associate Professor Graham Pollard

Deputy Dean:
Associate Professor John Rayner

Head of School of Computing:
Professor Michael Wagner

Head of School of Electronics Engineering and Applied Physics:
Associate Professor John Rayner

Head of School of Mathematics and Statistics:
Dr Peter Brown

Executive Officer:
Mr Andrew Linacre

General Enquiries:
11B27
(06) 201 2412

Double Degree Programs in Engineering and Applied Science
Double degrees are recommended for students of high ability who wish to enhance their employment prospects or as a preparation for a higher degree. The double degree programs offered by the Faculty provide an opportunity for students to complete a three-year applied science degree offered by this Faculty in combination with a four-year engineering degree. Because of the large amount of overlap, students may complete these two degrees (BE/BAppSc) in a minimum time of five years of full-time study. Within these double degrees the engineering award may be taken with honours.

Double Degree Programs with Law
Two double degree programs are offered by the Faculty jointly with the Faculty of Management. These programs are for students of high ability who aim to make careers in the legal aspects of computing or engineering practice, gaining full professional status in both the legal and the technical fields.

Student Resources Centre
The Faculty operates a study and resources centre to give additional academic assistance to students, from any Faculty in the University, who are studying subjects taught by the faculty. For example, in relation to mathematics the centre offers courses of individualised modules of work, diagnostic tests, a range of texts as well as a repository of lecture notes, examination papers and tutorial exercises.

Operation of the centre is from February until November. For information about session times enquire at the Reception Desk on Level B of Building 11.

Location: 11A33

Project Units
Some of the units which students are required or elect to take may involve project work and travel, or industrial experience, off campus. In such cases, students are expected to meet their own transport costs.

Work Required
All the computing units place a strong emphasis on practical work. This is intended to be processed on the University's computer systems, and students are usually required to use the terminals associated with these facilities. Supervised practical work is undertaken during laboratory sessions, while practical projects and assignments are featured throughout the program of study.

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Degree of Bachelor of Applied Science in Applied Physics (344)

This course is designed for students who wish to become technologists or experimental officers in the field of Applied Physics. Students also may use this program as a bridge to an engineering degree course.

Students may include in their course a number of units from other areas of this Faculty, from other Faculties and from the Australian National University. In particular, students are encouraged to include further units in mathematics, computer technology and applied science. Students are also required to complete a sequence of three management oriented units.

The course consists of a core of required units supported by elective units as shown in the table below, which illustrates a typical study program for full-time students.

Course Duration:
3 years full-time or equivalent part-time

Assumed Knowledge:
ACT: Advanced Mathematics Extended, and majors in Physics (T) and English (T); NSW: 3u or 4u Mathematics, 2u Physics and 2u English.

Course Requirements:
The course requires completion of units worth at least 72 credit points in required and elective units as indicated in the typical study program below. The first year units are the same as those which comprise the Faculty's common first year program for its engineering courses. At the end of their first year of study an outstanding student may be able to switch to an engineering course.

Electives:
Electives are chosen from the fields of management studies, mathematics, physics (including units at the Australian National University), electronics and computing.

Course Advice:
Students will be allocated a course adviser with whom they must consult at the commencement of each semester and as required during their studies.

Professional Recognition:
This course is recognised by the Australian Institute of Physics.

Course Administrator:
Associate Professor John Rayner
11A17
(06) 201 2413

Typical Full-time Course Structure:
Bachelor of Applied Science in Applied Physics
This study program is intended to be illustrative only, and variations are possible.

	Semester 1	Semester 2
YEAR 1	4332 Electronic Engineering 1 (year-long) 4331 Computer Engineering 1 (year-long) 4274 Mathematics 1/2 (year-long) 3204 Engineering Physics 1 (year-long)	4331 Computer Engineering 1 (cont'd) 4332 Electronic Engineering 1(cont'd) 4274 Mathematics 1/2 (cont'd) 3204 Engineering Physics 1 (cont'd)
YEAR 2	4456 Mathematics 3 (year-long) 4475 Electronic Engineering 2 (year-long) 4476 Engineering Management 2 (year-long) Physics BO1 (studied at ANU)	4456 Mathematics 3 (cont'd) 4475 Electronic Engineering 2 (cont'd) 4476 Engineering Management 2 (cont'd) Physics BO4 (studied at ANU)
YEAR 3	4458 Mathematics 5 4631 Electromagnetic Waves (year-long) Physics/Mathematics elective Elective	2608 Radio and Lightwave Communications 4631 Electromagnetic Waves (cont'd) 1675 Applied Physics Project Elective

University of Canberra, AUSTRALIA

1997 HANDBOOK

Degree of Bachelor of Applied Science in Computer Science (123)

This course is designed for students who wish to be technical specialists. Graduates may work as either computing analysts and programmers or as technical experts associated with maintaining or manufacturing computing equipment. The three year full-time course may also be studied part-time.

Graduates are typically sought after by original equipment manufacturing firms in digital electronics, and firms which assemble small computer systems. Graduates are also suitable for positions in government departments, either as experimental officers in situations where special-purpose computer systems are required, or as information technology officers in larger and more general installations. Computer system vendors or consultants typically find graduates well-suited for systems and sales support positions.

Course Duration:
3 years full-time or equivalent part-time

Assumed Knowledge:
ACT: Advanced Mathematics Extended, and majors in Physics (T) and English (T); NSW: 3u or 4u Mathematics, 2u Physics and 2u English.

Course Requirements:
The course requires study of units worth at least 72 credit points consisting of 63 credit points in required units and 9 credit points in elective units. The first year units are the same or nearly the same as those which comprise the Faculty's common first year program for its engineering courses. This enables students to change between the courses without loss of time if they wish to do so and their progress is satisfactory. In the third year students choose a course specialisation by selecting a coherent set of four units, called specialisation electives.

Electives:
A wide range of choice is provided among units approved for semesters 5 and 6, and useful specialisations are formed at that time by selecting approved combinations of units in the third year of study. The elective unit may be in any field of study.

Course Advice:
Students will be allocated a course adviser with whom they must consult at the commencement of, and during, their studies. Also, each individual student's combination of units for specialisation must be approved by the course administrator.

Professional Recognition:
This course has been granted Level 1 accreditation by the Australian Computer Society.

Course Administrator:
Associate Professor Brian Stone
11C14
(06) 201 2418.

Typical Full-time Course Structure:
Bachelor of Applied Science in Computer Science
The following typical study program requires students to choose their four specialisation elective units, plus one to three other elective units, with a course adviser's help, so that prerequisites for the specialisation electives are satisfied.

	Semester 1	Semester 2
YEAR 1	4331 Computer Engineering 1 (year-long) 4332 Electronic Engineering 1 (year-long) 4274 Mathematics 1/2 (year-long) 3204 Engineering Physics 1 (year-long)	4331 Computer Engineering 1 (cont'd) 4332 Electronic Engineering 1 (cont'd) 4274 Mathematics 1/2 (cont'd) 3204 Engineering Physics 1 (cont'd)
YEAR 2	4469 Computer Engineering 2 (year-long) 4475 Electronic Engineering 2 (year-long) *or* 4474 Electronic and Computer Engineering 2 (year-long) 4456 Mathematics 3 (year-long) *or* 4457 Mathematics 4 (year-long) *or* 4634 Mathematics 4 CE (year-long) 4476 Engineering Management 2 (year-long)	4469 Computer Engineering 2 (cont'd) 4475 Electronic Engineering 2 (cont'd) *or* 4474 Electronic and Computer Engineering 2 (cont'd) 4456 Mathematics 3 (cont'd) *or* 4457 Mathematics 4 (cont'd) *or* 4634 Mathematics 4 CE (cont'd) 4476 Engineering Management 2 (cont'd)
YEAR 3	2492 Computer Science Project (year-long) 4624 Computer Architecture and Implementation Two Specialisation Electives*	2492 Computer Science Project (cont'd) An elective unit* Two Specialisation Electives*

The course in semesters 1 and 2 is identical with the common first year study program for engineering students, facilitating transfers to engineering courses by eligible students.

Some alternative specialisations:

Computer Graphics

For this course specialisation students should select 4474 Electronic and Computer Engineering 2 in Year 2 of their course. For specialisation electives they should choose:

both 4607 Visual and Interactive Computing *and*

4604 Object Oriented Software Design

and one of

4602 Languages and Compilers

4605 Real-Time Computing and Control *or*

4603 Machine Intelligence

Knowledge-based Technology and Artificial Intelligence

For this course specialisation students should select 4474 Electronic and Computer Engineering 2 in Year 2 of their course. For specialisation electives they should choose:

both 4603 Machine Intelligence *and*

4602 Languages and Compilers

and either 4606 Theory of Computation *or*

1986 Software Engineering 2 N/A for 1997

Data Base Design

For this course specialisation students should select 4474 Electronic and Computer Engineering 2 in Year 2 of their course. For specialisation electives they should choose:

both 0284 Information Systems 3 *and*

4599 Data Base Systems

and one of

4604 Object Oriented Software Design *or*

4600 Digital Communication Networks

Computer Communications and/or Computer Electronics

For this course specialisation students should select 4475 Electronic Engineering 2 in Year 2 of their course. For specialisation electives they should choose:

both 4600 Digital Communication Networks *and*

4605 Real-Time Computing and Control

and one of

4602 Languages and Compilers

4604 Object Oriented Software Design *or*

an Electronics unit at Level 5/6

Mathematics and Scientific/Engineering Software

A student who was performing well in mathematics and selected 4474 Electronic and Computer Engineering 2 in Year 2 could take as specialisation electives:

4606 Theory of Computation

and two of

4607 Visual and Interactive Computing

4603 Machine Intelligence

4458 Mathematics 5

4459 Mathematics 6 *or*

3999 Mathematical Methods 5

For this specialisation it would be advisable to select a mathematics or statistics unit as the other elective, and students should select 4474 Electronic and Computer Engineering 2 in Year 2 of their course.

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Degree of Bachelor of Applied Science in Electronics (097)

This course is designed for students who wish to become technologists in the field of Electronics. Students also may use this program as a bridge to an engineering degree course.

Students may include in their course a number of units from other areas of this Faculty, or from other Faculties. In particular, students are encouraged to include further units in mathematics, computer technology, applied science and management.

The course consists of a core of required units supported by elective units as shown in the table below. This illustrates a typical study program for full-time students. The bracketed numbers following the electives indicate the minimum level at which the elective may be taken.

Course Duration:
3 years full-time or equivalent part-time

Assumed Knowledge:
ACT: Advanced Mathematics Extended, and majors in Physics (T) and English (T); NSW: 3u or 4u Mathematics, 2u Physics and 2u English.

Course Requirements:
The course requires study of units worth at least 72 credit points in required and elective units. The first two years units are common to those in the Electronics and Communications Engineering and the Computer Engineering courses, enabling students to change between the courses at the end of their second year if they wish.

Electives:
Electives are chosen from the fields of management studies, mathematics, physics, electronics and computing.

Course Advice:
Students will be allocated a course adviser with whom they must consult at the commencement of, and during, their studies.

Course Administrator:
Associate Professor John Rayner
11A17
(06) 201 2413

Typical Full-time Course Structure:
Bachelor of Applied Science in Electronics
This study program is intended to be illustrative only, and considerable variation is possible. Also, note that the course has been revised and the program shows the offering for those students commencing first year study in 1996.

	Semester 1	Semester 2
YEAR 1	4274 Mathematics 1/2 (year-long) 3204 Engineering Physics 1 (year-long) 4332 Electronic Engineering 1 (year-long) 4331 Computer Engineering 1 (year-long)	4274 Mathematics 1/2 (cont'd) 3204 Engineering Physics 1 (cont'd) 4332 Electronic Engineering 1 (cont'd) 4331 Computer Engineering 1 (cont'd)
YEAR 2	4456 Mathematics 3 (year-long) 4475 Electronic Engineering 2 (year-long) 4476 Engineering Management 2 (year-long) 4469 Computer Engineering 2 (year-long)	4456 Mathematics 3 (cont'd) 4475 Electronic Engineering 2 (cont'd) 4476 Engineering Management 2 (cont'd) 4469 Computer Engineering 2 (cont'd)
YEAR 3	4632 Electronic Engineering 3 (year-long) 0758 Communication in Science Elective (5/6 level) Elective (5/6 level)	4632 Electronic Engineering 3 (cont'd) 1405 Design Studies in Electronics (3) Elective (5/6 level) Elective

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Degree of Bachelor of Applied Science in Mathematics (159)

This course enables students to study mathematics in combination with an elective major of units from another subject area taught at the University. The mathematics content provides graduates with a sound education in modern applicable mathematics. The term "applicable" is used to indicate the mathematics that is widely employed in today's society. It is a developing and changing area as new applications emerge. Consequently, graduates from this course would need to have developed strategies for keeping abreast of research and new applications, and have acquired such research skills as are required in industry, commerce or government service.

In common with current practice, "mathematics" is now used to include the fields of operations research and statistics. The course has been designed to be sufficiently flexible to meet likely vocational needs in business, computing, engineering and applied science, and the mathematical needs of those who would wish to follow a career of secondary mathematics teaching in secondary schools and colleges.

Course Duration:
3 years full-time or equivalent part-time

Assumed Knowledge:
ACT: Advanced Mathematics Extended and English (T) major; NSW: 3u or 4u Mathematics and 2u English.

Course Requirements:
The course requires satisfactory completion of units worth at least 72 credit points as follows

(a)
22 credit points from the following required units:

Mathematics units: all of

4274 Mathematics 1/2 (year-long)

4470 Computing Mathematics 1

4456 Mathematics 3

4120 Applied Statistics 1

one Writing unit from

1154 Writing 1 English Expression

3710 Writing 1 (ESL)

0758 Communication in Science

Computer Programming unit

4483 Software Technology 1

(b)
at least 20 credit points from other Mathematics units, including at least12 credit points at level 5/6. These units should be chosen in consultation with a course adviser or the course administrator.

The 12 credit points at level 5/6 are to be chosen from the following 4 credit point units:

4123 Applied Statistics 4

4124 Applied Statistics 5

3999 Mathematical Methods 5

4118 Mathematical Methods 6

4458 Mathematics 5

4459 Mathematics 6

4460 Mathematics 7

4461 Mathematics 8

The remaining 8 credit points are to be chosen either from the above, or from the following, 4 credit point units:

4121 Applied Statistics 2

4122 Applied Statistics 3

3997 Mathematical Methods 3

3998 Mathematical Methods 4

3990 Mathematical Perspectives A

3991 Mathematical Perspectives B

4457 Mathematics 4

(c)
further credit points from units considered by the Dean to be appropriate for inclusion in the course, which is concerned primarily with mathematics and its applications, to provide a total of:

at least 72 credit points in all

at least 20 credit points at level 5/6 *and*

at most 30 credit points at level 1/2.

(d)
some combinations of units are not permitted where they have a common content.

Electives:
The course rules allow considerable scope for the inclusion of 'second majors' (under (c) above) in any discipline area that the University covers, so students can combine their mathematical studies with studies in electronics, economics, ecology or education, to name but four examples.

Course Advice:
Students will be allocated a course adviser with whom they must consult at the commencement of, and during, their studies.

Course Administrator:
Dr Peter Brown
11C48
(06) 201 2443

Typical Full-time Course Structure
Bachelor of Applied Science in Mathematics
A full-time student might study the following program over three years. Alternatively, the course might be studied part-time over a longer period.

	Semester 1	Semester 2
YEAR 1	4274 Mathematics 1/2 (year-long) 4470 Computing Mathematics 1 1154 Writing 1 English Expression level 1/2 elective	4274 Mathematics 1/2 (cont'd) 4120 Applied Statistics 1 4483 Software Technology 1 level 1/2 elective
YEAR 2	4456 Mathematics 3 (year-long) 4457 Mathematics 4 (year-long) level 3/4 mathematics unit level 3/4 elective	4456 Mathematics 3 (cont'd) 4457 Mathematics 4 (cont'd) level 3/4 elective level 3/4 elective
YEAR 3	level 5/6 mathematics unit level 5/6 mathematics unit level 5/6 elective	level 5/6 mathematics unit level 5/6 elective level 3/4 elective

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Degree of Bachelor of Commerce in Management Sciences (242)

This course is offered by the School of Mathematics and Statistics, in close cooperation with the Faculty of Management.

The purpose of the Management Sciences course is to provide training in the quantitative disciplines underlying the analysis of rational decision making. The title "management science" is commonly used as a synonym for such subjects as operations research, systems analysis, systems science, quantitative analysis, managerial analysis, decision analysis, or decision science. This course in management sciences views management in its decision making function, attempting to reduce as many decisions as possible to a set of decision rules.

Graduates from the course will have a basic grounding in the areas of accounting, economics, computing, mathematics and statistics, with a study of some of these areas in depth. Equipped with these analytical techniques, graduates will be immediately useful in both public and private organisations in the tasks of data gathering, processing and analysis. They will, with further experience, be able to provide a quantitative view of the decision making process in management, to complement those administrators with a different background. The course is appropriate for students coming straight from secondary school as well as for mature age students, and would ideally be followed by a graduate course in a specific professional area.

The course is based on units taken from four main subject areas, namely

(a)

accounting and finance;

(b)

economics and marketing;

(c)

information systems; and

(d)

mathematics, statistics and operations research.

(e)

marketing

Course Duration:
3 years full-time or equivalent part-time

Assumed Knowledge:
ACT: Advanced Mathematics and English (T) major; NSW: 2u or 3u Mathematics and 2u English.

Course Requirements:
Satisfactory completion of at least 70 credit points from required and elective units.

Course Advice:
Students will be allocated a course adviser with whom they must consult at the commencement of, and during, their studies.

Course Administrator:
Dr Malcolm Brooks
11C49
(06) 201 2623

Typical Full-time Course Structures: Bachelor of Commerce in Management Sciences ***Typical Course with Marketing Focus***		
	Semester 1	Semester 2
YEAR 1	0034 Macroeconomics 1 3605 Mathematical Methods 1A 3606 Accounting Theory and Practice 4207 Introduction to Management	0020 Microeconomics 1 3539 Business Statistics 1 0005 Computers and Computing 0028 Concepts and Elements of Law
YEAR 2	4203 Corporate Finance 1414 Information Systems 1 0498 Marketing	4146 Managerial Accounting 4155 Management Decision Making Using Microcomputers 0306 Information Systems 2 3609 Organisational Behaviour
YEAR 3	2429 International Marketing 1359 Project Evaluation 0234 Project Management	0374 Business Management 1989 Marketing Management 3965 Marketing Research Methods
Typical Course with Operations Research Focus		
	Semester 1	Semester 2
YEAR 1	0034 Macroeconomics 1 3605 Mathematical Methods 1A 3606 Accounting Theory and Practice 4207 Introduction to Management	0020 Microeconomics 1 3539 Business Statistics 1 0005 Computers and Computing 3604 Mathematics Methods 2
YEAR 2	4203 Corporate Finance 4125 Business Statistics 2 3998 Mathematical Methods 4 1414 Information Systems 1	4146 Managerial Accounting 4122 Applied Statistics 3 0306 Information Systems 2 optional extra elective
YEAR 3	1359 Project Evaluation 4123 Applied Statistics 4 0234 Project Management	4118 Mathematical Methods 6 0374 Business Management 3609 Organisational Behaviour
Typical Course with Computing Systems Focus		
	Semester 1	Semester 2
YEAR 1	0034 Macroeconomics 1 3605 Mathematical Methods 1A 3606 Accounting Theory and Practice 4207 Introduction to Management	0020 Microeconomics 1 3539 Business Statistics 1 0005 Computers and Computing 3604 Mathematical Methods 2
YEAR 2	4203 Corporate Finance 4125 Business Statistics 2 1414 Information Systems 1 1359 Project Evaluation	4146 Managerial Accounting 4122 Applied Statistics 3 0306 Information Systems 2 elective unit
YEAR 3	0284 Information Systems 3 0234 Project Management 3610 Planning and Decision Making	tba Information Systems Management 0374 Business Management 4599 Data Base Systems

Study programs focusing on either economics or accounting are also possible. Copies of the Determination of Course Particulars, detailing the choices of units, are available on request from the course administrator.

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Degree of Bachelor of Engineering in Computer Engineering (160)

This course is designed for students who wish to become professional engineers in the areas of computer design (hardware) engineering, or in software and knowledge engineering. The four year full-time course may also be studied part-time.

The computer engineering course emphasises the application of scientific principles to the design and construction of complex software systems, digital computer hardware, and computer algorithms embodying knowledge, reasoning and intelligence. It involves considerable practical work.

All engineering students undertake common first and second year study programs. At the end of the year, students normally elect to continue in one of the two engineering courses, Electronics and Communications Engineering (258) or Computer Engineering (160).

Course Duration:
4 years full-time or equivalent part-time

Assumed Knowledge:
ACT: Advanced Mathematics Extended, and majors in Physics (T) and English (T); NSW: 3u or 4u Mathematics, 2u Physics and 2u English.

Course Requirements:
The course requires satisfactory completion of units worth at least 96 credit points, made up of a core of required units (88 credit points) plus professional elective units. The first year and most of the second year units are the same as those in the Electronics and Communications Engineering course, enabling students to change between the courses without loss of time, as late as half way through second year, if they want to. Year-long units form a substantial fraction of the course, providing continuity in subject matter and allowing timely identification of any learning problems.

Specialisations in either hardware or software are provided. Students select either the hardware stream variant of the core of the software stream variant, in their Year 2. In Years 3 and 4 they select appropriate professional electives to complete their chosen stream, from the following units.

4599 Data Base Systems
4600 Digital Communication Networks
tba Electronic Engineering 3
4602 Languages and Compilers
4603 Machine Intelligence
4458 Mathematics 5
4459 Mathematics 6
4604 Object Oriented Software Design
4605 Real-Time Computing and Control
4606 Theory of Computation
4607 Visual and Interactive Computing

The core includes two engineering management units which provide components of general education needed by a typical engineering professional, including the areas: management, accounting, economics, law, communication, and professional ethics.

The various elements of the course are drawn together in a major project undertaken in Year 4. The topic is selected by a student, according to his or her previous choice of the hardware or the software stream, from a short list of projects suitable for that stream.

At the end of each of the second and third (full-time) years, students are required to undertake a period of at least seven weeks approved industrial experience. In some cases part-time industrial experience may be approved.

Honours Degrees in Engineering:
Honours study programs are available to students that achieve good results in the third year of their studies. Honours students then complete additional work in their fourth year of study to qualify for graduation in the degree with honours.

Double Degrees:
Double degrees with law, and with Electronics, are also available.

Course Advice:
Students will be allocated a course adviser with whom they must consult at the commencement of, and during, their studies.

Professional Recognition:
The course has been granted Level 1 accreditation by the Australian Computer Society, and full recognition by the Institution of Engineers, Australia.

Course Administrator:
Associate Professor Brian Stone
11C14
(06) 201 2418

Typical Full-time Course Structure:
Bachelor of Engineering in Computer Engineering
(H) = hardware stream (S) = software stream
(This course shares common first and second years with the Bachelor of Engineering in Electronics and Communications Engineering course.)

	Semester 1	Semester 2
YEAR 1	4274 Mathematics 1/2 (year-long) 3204 Engineering Physics 1 (year-long) 4331 Computer Engineering 1 (year-long) 4332 Electronic Engineering (year-long)	4274 Mathematics 1/2 (cont'd) 3204 Engineering Physics 1 (cont'd) 4331 Computer Engineering 1 (cont'd) 4332 Electronic Engineering 1 (cont'd)
YEAR 2	4475 Electronic Engineering 2 (year-long) *or* 4474 Electronic and Computer Engineering 2 (year-long) (S) 4469 Computer Engineering 2 (year-long) 4456 Mathematics 3 (year-long) 4476 Engineering Management 2 (year-long)	4475 Electronic Engineering 2 (cont'd) *or* 4474 Electronic and Computer Engineering 2 (cont'd) 4469 Computer Engineering 2 (cont'd) 4456 Mathematics 3 (cont'd) 4476 Engineering Management 2 (cont'd)
YEAR 3	4624 Computer Architecture and Implementation 4625 Computer Engineering 3 (year-long) 4628 Engineering Management 3 (year-long) 4634 Mathematics 4 CE (year-long)	4605 Real-Time Computing and Control (H) *or* 4602 Languages and Compilers (S) 4625 Computer Engineering 3 (cont'd) 4628 Engineering Management 3 (cont'd) 4634 Mathematics 4 CE (cont'd)
YEAR 4	4627 Computer Engineering Project (year-long) 4626 Computer Engineering 4 4600 Digital Communication Networks (H) or 4604 Object Oriented Software Design (S)	4627 Computer Engineering Project (cont'd) Professional Elective* Professional Elective*

*Electives:
Professional Electives may be done in different semesters from those shown in the Typical Course Structure, as long as prerequisites are satisfied.

Industrial Experience:
At the end of each of the second and third (full-time) years, students are required to undertake a period of at least seven weeks approved industrial experience. In some cases part-time industrial experience may be approved.

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Degree of Bachelor of Engineering in Electronics and Communications Engineering (258)

This course is designed for students who wish to become professional engineers. Specialisations are available in the areas of radiowave and lightwave systems, in analog and digital communications and in electronic measurement and control.

All engineering students undertake common first and second year study programs. At the end of the second year, students normally elect to continue in one of the two engineering courses, Electronics and Communications Engineering (258) or Computer Engineering (160).

Course Duration:
4 years full-time or equivalent part-time

Assumed Knowledge:
ACT: Advanced Mathematics Extended, and Physics (T) and English (T) majors; NSW: 3u or 4u Mathematics, 2u Physics and 2u English. Satisfactory completion of an Associate Diploma in Electronics Engineering or an equivalent award from a recognised institution of TAFE is also acceptable.

Course Requirements:
The course requires satisfactory completion of units worth at least 96 credit points in required units and in professional and general elective units. The first two years units are common to those in the Computer Engineering course, enabling students to change between the courses at the end of their second year if they wish.

General Electives:
These should be taken in the areas of accounting, management, economics, law or communication.

Industrial Experience:
Before graduating students must complete a 12-week period of professional industrial experience.

Honours Degrees in Engineering:
Honours study programs are available to students who achieve good results in the third year of their studies. Honours students then complete additional work in their fourth year of study to qualify for graduation in the degree with honours.

Course Advice:
Students will be allocated a course adviser with whom they must consult at the commencement of, and during, their studies.

Professional Recognition:
The course has been granted full recognition by the Institution of Engineers, Australia.

Course Administrator:
Dr William Cheung
11C9
(06) 201 2413

Typical Full-time Course Structure:
Bachelor of Engineering in Electronics and Communications Engineering (This course shares common first and second years with the Bachelor of Engineering in Computer Engineering.)

	Semester 1	Semester 2
YEAR 1	4274 Mathematics 1/2 (year-long) 3204 Engineering Physics 1 (year-long) 4332 Electronic Engineering 1 (year-long) 4331 Computer Engineering 1 (year-long)	4274 Mathematics 1/2 (cont'd) 3204 Engineering Physics 1 (cont'd) 4332 Electronic Engineering 1 (cont'd) 4331 Computer Engineering 1 (cont'd)
YEAR 2	4456 Mathematics 3 (year-long) 4475 Electronic Engineering 2 (year-long) 4476 Engineering Management 2 (year-long) 4469 Computer Engineering 2 (year-long)	4456 Mathematics 3 (cont'd) 4475 Electronic Engineering 2 (cont'd) 4476 Engineering Management 2 (cont'd) 4469 Computer Engineering 2 (cont'd)
YEAR 3	4457 Mathematics 4 (year-long) 4632 Electronic Engineering 3 (year-long) 4628 Engineering Management 3 (year-long) 4631 Electromagnetic Waves (year-long)	4457 Mathematics 4 (cont'd) 4632 Electronic Engineering 3 (cont'd) 4628 Engineering Management 3 (cont'd) 4631 Electromagnetic Waves (cont'd)
YEAR 4	4630 Design Studies in Engineering (year-long) N/A 1997^ 1512 Analogue and Digital Communications *or* 1979 Electronic Instrumentation Professional Elective* General Elective*	4630 Design Studies in Engineering (cont'd) N/A 1997^ 1513 Communication Systems *or* 1980 Instrumentation Systems Professional Elective* General Elective*

^continuing students use 2621 Design Studies in Engineering (year-long).

*Electives:
Professional and general electives may be taken in different semesters from those shown in the Typical Course Structure as long as prerequisites are satisfied.

Specialisations are provided by means of appropriate selection of electives in the course. The General Elective unit should be in one of the following areas: management, accounting, economics, law or communication. Professional electives should be selected in consultation with a course adviser.

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Degree of Bachelor of Information Technology (322)

This three year undergraduate degree course provides the foundation for a career in information technology. It builds knowledge systematically from the basics of computer science and information systems to the cutting edge of information technology and is an ideal course for all intending IT professionals.

The objective of the course is to educate people wishing to become information professionals, able to design, implement and maintain computing systems. The primary focus is on software construction. Graduates of the course will have:

- a substantial understanding of, and practical skill in the design and implementation of, the software systems used in organisational information systems, achieved by a concentration on contemporary software engineering practice
- a good understanding of the analysis processes leading to the design and use of information systems
- a foundational understanding of the processes of business analysis of systems.

A feature of the course is that students can include a major sequence of units from a non-computing field or from a specialised branch of computing. Thus students can broaden their course with study from either a complementary subject area or from an unrelated area of study. Alternatively, students may choose to do additional study in the areas of computing, mathematics, statistics or physics.

Course Duration:

3 years full-time or equivalent part-time

Assumed Knowledge:

ACT: Advanced Mathematics and English (T) major; NSW: 2u or 3u Mathematics and 2u English.

Course Requirements:

Satisfactory completion of 72 credit points. The course consists of:

- a professional core of required units
- at least two professional electives at third year level
- a non-computing elective major or sub-major.

Electives:

Course advisers are available to help students select the elective units to be included in their course. The elective major may be in any area such as computing or mathematics, or from the offerings of another faculty, and will need to be approved by the Dean of Faculty.

Professional Recognition:

Graduates are eligible for level 1 membership of the Australian Computer Society.

Course Administrator:

to be advised

Typical Full-time Course Structure: Bachelor of Information Technology		
	Semester 1	Semester 2
YEAR 1	4478 Introduction to Information Technology 4493 Professional Communication Skills 4470 Computing Mathematics 1 General Studies *or* non-computing elective	4479 Information Technology 1 4483 Software Technology 1 4471 Computing Mathematics 2 General Studies *or* non-computing elective
YEAR 2	4480 Information Technology 2 4481 System Software (year-long) 4482 Software Technology 2 (year-long) Non-computing elective	4477 Files and Databases 4481 System Software (cont'd) 4482 Software Technology 2 (cont'd) Non-computing elective
YEAR 3	4472 Computing Project (year-long) 4473 Distributed Systems Technology Computing professional elective	4472 Computing Project (cont'd) Computing *or* non-computing elective Computing professional elective

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Double Degree of Bachelor of Engineering in Electronics and Communications Engineering/Bachelor of Applied Science in Applied Physics (272)

The double degree provides an opportunity for students to complete a three-year applied science degree offered by this Faculty in combination with the four-year engineering degree. Because of the large amount of overlap, students may complete these two degrees (BE/BAppSc) in a minimum time of five years. Within the double degree the engineering award may be taken with honours.

Course Duration:
The minimum duration of the course is 5 years while the maximum duration is 10 years.

Assumed Knowledge:
ACT: Advanced Mathematics Extended, and Physics (T) and English (T) majors; NSW: 3u or 4u Mathematics, 2u Physics and 2u English or equivalent qualifications. Satisfactory completion of an Associate Diploma in Electronics Engineering or an equivalent award from a recognised institution of TAFE is also acceptable.

Course Requirements:
The course requirements are basically that the combination of units completed should separately satisfy the requirements for the two awards making up the double degree.

Students are required to complete satisfactorily units worth a total of 120 credit points. Professional elective units may be chosen to suit the particular area of expertise in which a student wishes to specialise.

Industrial Experience:
Before graduating with the engineering award students must also complete a 12 week period of professional industrial experience.

Course Advice:
Students will be allocated a course adviser with whom they must consult at the commencement of, and during, their studies.

Professional Recognition:
This engineering course has full recognition by the Institution of Engineers, Australia. In addition, this applied science course is recognised by the Australian Institute of Physics.

Course Administrator for this double degree:
Associate Professor John Rayner
11A17
(06) 201 2413

Typical Full-time Course Structure:
The normal full-time course structure follows the Electronics and Communications Engineering course (258) for the first 4 years. Students complete the BAppSc in Applied Physics in their fifth year. The relevant course administrators for the individual degrees can be consulted for further details of the units to be taken each semester.

Course Administrators for individual degrees:

Applied Physics:
Associate Professor John Rayner
11A17
(06) 201 2413

Electronics and Communications Engineering:
Dr William Cheung
11C9
(06) 201 2413.

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Double Degree of Bachelor of Engineering in Electronics and Communications Engineering/Bachelor of Applied Science in Computer Science (275)

The double degree provides an opportunity for students to complete a three-year applied science degree offered by this Faculty in combination with the four-year engineering degree. Because of the large amount of overlap, students may complete these two degrees (BE/BAppSc) in a minimum time of five years. Within the double degree the engineering award may be taken with honours.

Course Duration:
The minimum duration of the course is 5 years while the maximum duration is 10 years.

Assumed Knowledge:
ACT: Advanced Mathematics Extended, and Physics (T) and English (T) majors; NSW: 3u or 4u Mathematics, 2u Physics and 2u English or equivalent qualifications. Satisfactory completion of an Associate Diploma in Electronics Engineering or an equivalent award from a recognised institution of TAFE is also acceptable.

Course Requirements:
The course requirements are basically that the combination of units completed should separately satisfy the requirements for the two awards making up the double degree.

Students are required to complete satisfactorily a total of 120 credit points. Professional elective units may be chosen to suit the particular area of expertise in which a student wishes to specialise.

Industrial Experience:
Before graduating with the engineering award students must also complete a 12 week period of professional industrial experience.

Course Advice:
Students will be allocated a course adviser with whom they must consult at the commencement of, and during, their studies.

Professional Recognition:
This engineering course has full recognition by the Institution of Engineers, Australia. The Bachelor of Applied Science course in Computer Science has been granted Level 1 accreditation by the Australian Computer Society.

Course Administrator for this double degree:
Associate Professor John Rayner
11A17
(06) 201 2413

Typical Full-time Course Structure:
The normal full-time course structure follows the Electronics and Communications Engineering course (258) for the first 2 years. In Year 3 students may elect to complete the requirements for the BAppSc in Computer Science (123) before proceeding to the rest of the engineering award in Years 4 and 5. Alternatively students may choose to complete the whole of the engineering degree and then complete the BAppSc in Computer Science in their fifth year. The relevant course administrators for the individual degrees can be consulted for further details of the units to be taken each semester.

Course Administrators for individual degrees:

Computer Science:
Associate Professor Brian Stone
11C14
(06) 201 2418

Electronics and Communications Engineering:
Dr William Cheung
11C9
(06) 201 2413.

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Double Degree of Bachelor of Engineering in Electronics and Communications Engineering/Bachelor of Applied Science in Mathematics (273)

The double degree provides an opportunity for students to complete a three-year applied science degree offered by this Faculty in combination with the four-year engineering degree. Because of the large amount of overlap, students may complete these two degrees (BE/BAppSc) in a minimum time of five years. Within the double degree the engineering award may be taken with honours.

Course Duration:
The minimum duration of the course is 5 years while the maximum duration is 10 years.

Assumed Knowledge:
ACT: Advanced Mathematics Extended, and Physics (T) and English (T) majors; NSW: 3u or 4u Mathematics, 2u Physics and 2u English or equivalent qualifications. Satisfactory completion of an Associate Diploma in Electronics Engineering or an equivalent award from a recognised institution of TAFE is also acceptable.

Course Requirements:
The course requirements are basically that the combination of units completed should separately satisfy the requirements for the two awards making up the double degree.

Students are required to complete satisfactorily a total of 120 credit points. Professional elective units may be chosen to suit the particular area of expertise in which a student wishes to specialise.

Industrial Experience:
Before graduating with the engineering award students must also complete a 12 week period of professional industrial experience.

Course Advice:
Students will be allocated a course adviser with whom they must consult at the commencement of, and during, their studies.

Professional Recognition:

This engineering course has full recognition by the Institution of Engineers, Australia.

Course Administrator for this double degree:
Associate Professor John Rayner
11A17
(06) 201 2413

Typical Full-time Course Structure:
The normal full-time course structure follows the Electronics and Communications Engineering course (258) for the first 4 years and then students complete the BAppSc in their fifth year. The relevant course administrators for the individual degrees can be consulted for further details of the units to be taken each semester.

Course Administrators for individual degrees:

Mathematics:
Dr Peter Brown
11C48
(06) 201 2443

Electronics and Communications Engineering:
Dr William Cheung
11C9
(06) 201 2413.

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Double Degree of Bachelor of Engineering in Computer Engineering/Bachelor of Applied Science in Electronics (274)

The double degree provides an opportunity for students to complete a three-year applied science degree offered by this Faculty in combination with the four-year engineering degree. Because of the large amount of overlap, students may complete these two degrees (BE/BAppSc) in a minimum time of five years. Within the double degree the engineering award may be taken with honours.

Course Duration:
The minimum duration of the course is 5 years while the maximum duration is 10 years.

Assumed Knowledge:
ACT: Advanced Mathematics Extended, and Physics (T) and English (T) majors; NSW: 3u or 4u Mathematics, 2u Physics and 2u English. Satisfactory completion of an Associate Diploma in Electronics Engineering or an equivalent award from a recognised institution of TAFE is also acceptable.

Course Requirements:
The course requirements are basically that the combination of units completed should separately satisfy the requirements for the two awards making up the double degree.

Students are required to complete satisfactorily a total of 120 credit points. Professional elective units may be chosen to suit the particular area of expertise in which a student wishes to specialise.

Industrial Experience:
Before graduating with the engineering award students must also complete 14 weeks of professional industrial experience.

Course Advice:
Students will be allocated a course adviser with whom they must consult at the commencement of, and during, their studies.

Professional Recognition:
This engineering course has full recognition by the Institution of Engineers, Australia.

Course Administrator for this double degree:
Associate Professor Brian Stone
11C14
(06) 201 2418

Typical Full-time Course Structure:
The normal full-time course structure follows the Computer Engineering course (160) for the first 2 years. In Year 3 students may elect to complete the requirements for the BAppSc in Electronics (097) before proceeding to the rest of the engineering award in Years 4 and 5. Alternatively, students may choose to complete the whole of the engineering degree and then complete the BAppSc in their fifth year. The relevant course administrators for the individual degrees can be consulted for further details of the units to be taken each semester.

Course Administrators for individual degrees:

Electronics:
Associate Professor John Rayner
11A17
(06) 201 2413

Computer Engineering:
Associate Professor Brian Stone
11C14
(06) 201 2418.

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Double Degree of Bachelor of Engineering in Computer Engineering/Bachelor of Laws (288)

This double degree is offered jointly with the Faculty of Management.

The program is for students of high ability who aim to make careers in the legal aspects of computer engineering, gaining full professional status in both the legal and the technical fields. The program contains the Bachelor of Laws (LLB) course as its second degree-equivalent section.

To enable completion in a minimum of six years, time savings are arranged mainly by taking LLB units as the management and general elective components of the existing BE course. It is important, therefore, to follow closely the study program arranged by the course convener to achieve the minimum time.

An information booklet on the course structure of double degree courses may also be obtained from the School of Law office (6C31).

Course Duration:
6 years full-time; maximum period of study 10 years

Assumed Knowledge:
ACT: Advanced Mathematics Extended, and Physics (T), English (T) majors; NSW: 3u or 4u Mathematics, 2u Physics, 2u English.

Admission Requirements:
The entry level for each double degree course is determined in consultation between the Faculty of Information Sciences and Engineering and the Faculty of Management. Admission to a double degree course will ensure that the student will be permitted to proceed into the Bachelor of Laws component of the course. However, before the final two years (full-time equivalent) of the Bachelor of Laws course can be undertaken, students undertaking a double degree must have satisfied the academic requirements for the first degree in the double degree course.

Administrative Arrangements:
Students undertaking the double degree course will be able to be awarded the first degree in the double degree course upon completion of the academic requirements for that degree.

Course Structure:
The course structure of the double degree course requires that students admitted to a double degree course must undertake 6 required law units as part of the first degree course in the double degree sequence. In some semesters students will be required to undertake a workload in excess of the load normally associated with study of the engineering course alone.

At the completion of the requirements of the Bachelor of Engineering in Computer Engineering (including the 6 required law units mentioned above), students will undertake 11 core LLB units (amounting to 44 credit points) and four elective law units (amounting to at least 12 credit points).

Professional Recognition:
The Bachelor of Engineering in Computer Engineering degree has been granted Level 1 accreditation by the Australian Computer Society, and full recognition by the Institution of Engineers, Australia. The Bachelor of Laws has been recognised by the ACT Supreme Court for the purpose of admission.

Course Administrator for this double degree:
Associate Professor Brian Stone
11C14
(06) 201 2418

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Double Degree of Bachelor of Engineering in Electronics and Communications Engineering/Bachelor of Laws (287)

This double degree is offered jointly with the Faculty of Management.

The program is for students of high ability who aim to make careers in the legal aspects of electronics and communications engineering, gaining full professional status in both the legal and the technical fields. The program contains the Bachelor of Laws (LLB) course as its second degree-equivalent section.

To enable completion in a minimum of six years, time savings are arranged mainly by taking LLB units as the management and general elective components of the existing BE courses. It is important therefore to follow closely the typical study program as shown below, in order to complete the course in the minimum time.

An information booklet on the course structure of double degree course may also be obtained from the School of Law office (6C31).

Course Duration:
6 years full-time; maximum period of study 10 years

Assumed Knowledge:
ACT: Advanced Mathematics Extended, and Physics (T), English (T) majors; NSW: 3u or 4u Mathematics, 2u Physics, 2u English. Satisfactory completion of an Associate Diploma in Electronics Engineering or an equivalent award from a recognised institution of TAFE is also acceptable.

Admission Requirements:
The entry level for each double degree course is determined in consultation between the Faculty of Information Sciences and Engineering and the Faculty of Management. Admission to a double degree course will ensure that the student will be permitted to proceed into the Bachelor of Laws component of the course. However, before the final two years (full-time equivalent) of the Bachelor of Laws course can be undertaken, students undertaking a double degree must have satisfied the academic requirements for the first degree in the double degree course.

Administrative Arrangements:
Students undertaking the double degree course will be able to be awarded the first degree in the double degree course upon completion of the academic requirements for that degree.

Course Structure:
The course structure of the double degree course requires that students admitted to a double degree course must undertake 6 required law units as part of the first degree course in the double degree sequence. In some semesters students will be required to undertake a workload in excess of the load normally associated with study of the engineering course alone.

At the completion of the requirements of the Bachelor of Engineering in Electronics and Communications Engineering (including the 6 required units mentioned above), students will undertake 11 core LLB units (amounting to 44 credit points) and four elective law units (amounting to at least 12 credit points).

Course Advice:
Students should seek advice from the course convener in the selection of the professional electives and if in doubt about their study programs.

Course Administrator for the double degree:
Associate Professor John Rayner
11A17
(06) 201 2511

Professional Recognition:
The course has been granted full recognition by the Institution of Engineers, Australia. The Bachelor of Laws degree has been recognised by the ACT Supreme Court for the purpose of admission.

Course Administrator for Electronics and Communications Engineering:
Dr William Cheung
11C9
(06) 201 2413

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AUSTRALIA

1997 HANDBOOK

Graduate Diploma in Applicable Mathematics (162)

This course caters for people who did not study mathematics in depth in their first degree but who wish to acquire a good working knowledge of mathematics equivalent to a major sequence of study at a university. Graduates may use the graduate diploma to change the focus of their employment or to use mathematics to enhance their existing career.

The course focuses on the use of computers to solve mathematical problems and provides for specialisation in either:

- *applied analysis*: numerical analysis, differential equations and applied linear algebra - particularly useful in a scientific or scientific computing career, or
- *operations research/discrete mathematics*: particularly useful in an industrial or computing environment, or
- a blend of both the above.

Students who have previously studied the equivalent of a university first year course in mathematics may complete the course in one year full-time, or part-time equivalent. Other students may be required to complete bridging units in mathematics, statistics and computer programming before commencing the graduate diploma units.

Employers of Graduate Diploma in Applicable Mathematics graduates include ACT and Commonwealth Governments, CSIRO, scientific bureaus of the Commonwealth Government, and various companies in the private sector.

Course Duration:
1 year full-time or equivalent part-time; however this course is normally undertaken on a part-time basis. Maximum period of study is 4 years.

Admission Requirements:
Students entering the course should have a recognised degree or its equivalent and have the equivalent of one year of tertiary mathematics. Bridging units, not part of the course, are available for those who cannot meet this requirement. Students should also have some familiarity with a computer language and the use of a computer, and with some of the discrete mathematics employed in computing. Introductory units, 4330 Computers and Computing G and 1564 Finite Mathematics G, are available for those who lack this experience, and who wish to better prepare themselves for the course. Intending students with an interest in administration may also find the introductory unit 3889 Quantitative Methods G helpful as preparation for the course.

Course Requirements:
The course requires completion of units worth at least 24 credit points, as follows:

(a)
7 credit points consisting of:

4126 Applied Statistics G1 and

4672 Computers and Programming G

(b)
at least 7 credit points from:

4462 Mathematics G3

4463 Mathematics G4

4119 Mathematical Methods G3

or other approved units.

(c)
at least 8 credit points from approved Mathematics units at level 5/6 approved by the Dean of Faculty;

(d)
further units at level G or 5/6 from the fields of Mathematics, Statistics or Computing or such other appropriate field of study, approved by the Dean of Faculty, as necessary to make a total of at least 24 credit points.

(e)
the units 1127 General Mathematics G1, 1564 Finite Mathematics G, tba Computing G and 3889 Quantitative Methods G, may not be included in the course.

Specialisations:
Students may choose to specialise in one of the following areas:

(a)
Operations research,

(b)
Discrete mathematics including application to computer science,

(c)
Applied analysis and numerical analysis,

(d)
Mathematics for teaching.

Limitation on Status:

(a)
Status may be claimed on the basis of prior completed awards only for the two required units.

(b)
Status on the basis of an incomplete course at the same level may be claimed for a maximum of 12 credit points.

Course Advice:
Students will be allocated a course adviser with whom they must consult at the commencement of, and during, their studies.

Course Administrator:
Dr Peter Brown
11C48
(06) 201 2443

Typical Full-time Course Structure:
Graduate Diploma in Applicable Mathematics
For a student with previous tertiary level mathematics, statistics and computing experience the following program mmight be studied:

	Semester 1	Semester 2
YEAR 1	4126 Applied Statistics G1 4462 Mathematics G3 (year-long) 4672 Computers and Programming G 3998 Mathematical Methods 4	4119 Mathematical Methods G3 4462 Mathematics G3 (cont'd) 4118 Mathematical Methods 6 level 5/6 or G elective

This example requires the completion of at least 25 credit point workload before all course requirements are met. Many students study this course part-time over two years.

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Graduate Diploma in Computing Studies (333)

The course caters for students who have not previously studied computing in detail and want to acquire professional expertise in the computer programming field. Some students use the Graduate Diploma as the basis for commencing a computing career. They may wish to pursue a career in a computer software company, large corporation or the Public Service.

The course also benefits people who do not intend to become computer professionals but want to learn more about computer programming within their existing field of interest. Scientists, administrators and military officers who have completed the course have found it of great value.

The course covers computer hardware, software and systems analysis with emphasis on the technical and programming aspects of computing. Graduates of the course will be well equipped to apply computer programming to problem solving in a variety of contexts.

Course Duration:
The course may be completed in one year of full-time study or longer if the study of bridging units is required. A part-time student would usually take two years to complete the course, or longer if the study of bridging units is required. Maximum period of study is four years.

Admission Requirements:
Intending students should ordinarily have a degree from a recognised tertiary institution.

No person may undertake the Graduate Diploma in Computing Studies if he or she has previously satisfactorily completed the University of Canberra course leading to the degree of Bachelor of Information Technology or any other course which, in the opinion of the Dean of Faculty, is equivalent to that undergraduate course (except with the permission of Academic Board). Such applicants, with substantial previous computing experience, might be considered for enrolment in either the Graduate Diploma in Information Sciences or the Graduate Diploma in Technological Sciences or in a Masters degree by coursework or by research.

Course Requirements:
Satisfactory completion of at least 24 credit points in six semester units. Students without sufficient experience of computing or mathematics will be required to study one or two bridging units prior to admission or at the beginning of their course. Students with a particular interest in studying units other than those listed in the study program below, may consult the course administrator about the availability of alternatives.

Status:
Credit or status may be granted, on the basis of previous tertiary studies, and may be granted for up to two of the course's units.

Course Advice:
Students will be allocated a course adviser with whom they must consult at the commencement of, and during, their studies.

Professional Recognition:
Graduates are eligible for level 1 membership of the Australian Computer Society.

Course Administrator:
Associate Professor Van Le
11C18
(06) 201 2421

Typical Full-time Course Structure: Graduate Diploma in Computing Studies		
	Semester 1	Semester 2
YEAR 1	4672 Computers and Programming G 4679 Introduction to Software Engineering, Systems Analysis and Design G 4677 Introduction to Database Systems G	4675 Information Technology Project G 4676 Information Technology Workshop G 4671 Computer Structures and Networks G
Bridging units	1564 Finite Mathematics G	4330 Computers and Computing G

Note:

Units need not necessarily be taken in this order except that prerequisite requirements must be met.Not all units are available in all semesters.

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Graduate Diploma in Information Sciences (225)

This postgraduate course provides for interdisciplinary studies in statistics, operations research, mathematics, information systems, software engineering, computer technology, artificial intelligence and several engineering related topics including electronics engineering and applied physics.

Course Duration:
1 year full-time or equivalent part-time

Admission Requirements:
For admission to the course, an approved undergraduate major in applied physics, computing, electronics, mathematics, operations research or statistics is required. Alternatively, an approved graduate diploma such as the Graduate Diploma in Computing Studies, the Graduate Diploma in Information Systems, the Graduate Diploma in Applicable Mathematics, the Graduate Diploma in Statistics or an equivalent graduate diploma is required. A pass degree in a field of engineering related to one or more of the majors listed above will also be deemed to meet admission requirements.

Course Requirements:
Satisfactory completion of coursework valued at 24 credit points which will be individually determined, taking into account each student's experience and interests. The postgraduate units will further develop the student's undergraduate study in the field and consist of a series of extension studies and "studies in" units offered by the Faculty. Other units will provide a background to the student's future work or project needs.

Course Advice:
Students will be allocated a course adviser with whom they must consult at the commencement of, and on a regular basis during, their studies.

Course Administrator:
Associate Professor John Rayner
11A17
(06) 201 2413

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Graduate Diploma in Information Systems (125)

This course covers analysis, design and management of information technology based systems from management and end-user perspectives. The course caters for people from non-computing fields who wish to obtain an understanding of computing in order to:

- develop proposals for computer use in their organisations, and
- manage the development and implementation of such information technology systems.

The course also caters for computer professionals whose primary interest is in the systems analysis and design area. Many such professionals have earlier completed a course with some computing content, for example, in engineering or accounting, and now wish to extend their knowledge to apply computing on a wider commercial basis. The course emphasises information technology management, systems design and the management of data, usually complementing any introductory computing studies that students may have undertaken previously. Course participants include people, such as those wishing to become computer auditors, or whose work concerns extensive user liaison and support in the analysis and design of information systems.

Course Duration:
The course may be completed in one year of full-time study or part-time equivalent. Maximum period of study four years.

Admission Requirements:
Students commencing the course should ordinarily have a bachelor degree from a recognised tertiary institution. In addition students are expected to have good English reading and writing skills as well as some previous experience in the use of computers.

Course Requirements:
The course comprises the six units of study listed in the Typical Full-time Study Program below. Students with a special interest in studying units other than those listed below should consult the course administrator about the availability of alternatives.

Course Advice:
Students will be allocated a course adviser with whom they must consult at the commencement of, and during, their studies.

Status:
Status may be granted in up to two of the required units on the basis of other work done as part of a complete or incomplete award at the University of Canberra or another tertiary institution.

Professional Recognition:
Graduates are eligible for Level 2 membership of the Australian Computer Society.

Course Administrator:
Ms Penny Collings
11C51
(06) 201 2153

Typical Full-time Course Structure:
Graduate Diploma in Information Systems

	Semester 1	Semester 2
YEAR 1	4678 Introduction to Information Systems Architectures G 4679 Introduction to Software Engineering, Systems Analysis and Design G 4677 Introduction to Database Systems G	4680 Management Support Systems G 4676 Information Technology Workshop G 4674 Information Systems Management G

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Graduate Diploma in Management Sciences (346)

This course is offered by the Faculty of Management, in close cooperation with the School of Mathematics and Statistics. Details of the course are contained in the entry in this Handbook for the Faculty of Management.

Course Administrators:

Faculty of Management:
Mr James Hanratty
6C11
(06) 201 2175

School of Mathematics and Statistics:
Dr Malcolm Brooks
11C49
(06) 201 2623

University of Canberra, AUSTRALIA

1997 HANDBOOK

Graduate Diploma in Statistics (007)

The Graduate Diploma in Statistics course is for graduates who want to be able to use statistical procedures in the workplace with confidence and understanding but who have not previously studied statistics extensively at the tertiary level. Students who have already covered some of the subject matter in other courses may be exempted from up to two study units of the course.

Course Duration:
The course may be completed in one year of full-time study or part-time equivalent. The course is normally undertaken on a part-time basis. Maximum period of study is four years.

Admission Requirements:
Intending students should have a degree from a recognised tertiary institution.

Course Requirements:
The course requires completion of units worth 24 credit points, as follows:

(a)

The required units

4126 Applied Statistics G1

4127 Applied Statistics G2

4128 Applied Statistics G3

1127 General Mathematics G1

(b)

At least 2 of:

4129 Applied Statistics G4

4130 Applied Statistics G5

4131 Econometrics G

4362 Management Decision Making Using Microcomputers G

(c)

Other units, as required to make a total of 24 credit points, selected from:

tba Computers and Programming G

3997 Mathematical Methods 3 (Discrete Mathematics)

3998 Mathematical Methods 4 (Operations Research)

4462 Mathematics G3

4463 Mathematics G4

3957 Macroeconomics G

3967 Microeconomics G

or, any other unit at level G or higher except the unit 3889 Quantitative Methods G, as approved by the Dean of Faculty, or any other unit at level 3/6 or 5/6, as approved by the Academic Board on the recommendation of the Dean of Faculty.

Course Advice:
Students will be allocated a course adviser with whom they must consult at the commencement of, and during, their studies.

Status:
Applications for status in up to two of the required units on the basis of other work done at this University or another tertiary institution will be considered. Applicants for status in more than two of these units of the course may be allowed to enrol in the remaining units of the course, but will not be eligible for the award of diploma.

Status for elective units on the basis of other tertiary work which forms part of a completed degree or diploma will not be awarded, but other tertiary work will be recognised in lieu of prerequisites where appropriate. Status will be granted, where appropriate, for other tertiary work which has not yet been incorporated into a complete award, up to a maximum of 12 credit points.

Course Administrator:
Dr Peter Brown
11C48
(06) 201 2443

Typical Part-time Course Structure: Graduate Diploma in Statistics

	Semester 1	Semester 2
YEAR 1	4126 Applied Statistics G1 4127 Applied Statistics G2	4128 Applied Statistics G3 1127 General Mathematics G1
YEAR 2	4129 Applied Statistics G4 4131 Econometrics G	4139 Applied Statistics G5 4362 Management Decision Making Using Microcomputers G

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Graduate Diploma in Technological Sciences (224)

This postgraduate course provides for interdisciplinary studies in statistics, operations research, mathematics, information systems, software engineering, computer technology, artificial intelligence and several engineering related topics including electronics engineering and applied physics.

Course Duration:
1 year full-time or equivalent part-time

Admission Requirements:
For admission to the course, an approved undergraduate major in applied physics, computing, electronics, mathematics, operations research or statistics is required. Alternatively, an approved graduate diploma such as the Graduate Diploma in Computing Studies, the Graduate Diploma in Information Systems, the Graduate Diploma in Applicable Mathematics, the Graduate Diploma in Statistics or an equivalent graduate diploma is required. A pass degree in a field of engineering related to one or more of the majors listed above will also be deemed to meet the admission requirement.

Course Requirements:
Satisfactory completion of coursework valued at 24 credit points which will be individually determined, taking into account each student's experience and interests. The postgraduate units will further develop the student's undergraduate field of study and consist of a series of extension and "studies in" units offered by the Faculty. Other units will provide a background to the student's future work or project needs.

Course Advice:
Students will be allocated a course adviser with whom they must consult at the commencement of, and on a regular basis during, their studies.

Course Administrator:
Associate Professor John Rayner
11A17
(06) 201 2413

University of Canberra, AUSTRALIA

1997 HANDBOOK

Degree of Master of Applied Science in Information and Technological Sciences (by research) (233)

Degree of Master of Arts in Information and Technological Sciences (by research) (226)

As the focus of this course, students complete a research thesis in any one of the major research fields of the Faculty defined by its three recognised emerging area of research strength in plasma instrumentation, advanced telecommunications and information technology. Studies in this last area include human-computer interactions, artificial intelligence and software engineering, and information dissemination and distribution. Research interests also exist in non-linear analysis and mathematics education.

Course Duration:
2 years full-time (4 years part-time) where the preparatory program is required, otherwise 1 year full-time (2 years part-time).

Admission Requirements:
For admission to the masters course (by research) the admission requirements for the postgraduate diploma must be met at a level (in a relevant field of study) which, in the opinion of the Faculty Higher Degrees Committee, indicates a high likelihood of success in a masters course with a substantial research component. Alternatively, admission and advanced standing of up to 24 credit points may be granted to candidates with one or more of the following backgrounds:

- an appropriate honours degree at 1st or upper 2nd class level
- a four year degree in which the overall performance was above average and the final year's studies were completed at credit level or higher;
- professional experience which demonstrates the potential of the student to undertake a masters course;
- a postgraduate diploma in an appropriate field, such as the Graduate Diploma in Information Sciences or the Graduate Diploma in Technological Sciences, at an overall credit level;
- a preliminary research proposal should be attached to the application.

Course Requirements:
The course normally comprises a preparatory program valued at 24 credit points, taken at postgraduate and masters level, and a thesis valued at 24 credit points. The preparatory program enables the student to undertake extension studies to advanced undergraduate units and "Research Studies in" units. The latter two classes of unit are at postgraduate and masters level. The topics studied in the preparatory program will be relevant to the field of study of the thesis unit which forms the second part of the course. At least one third of the preparatory program will comprise research work directly related to the planned masters thesis topic.

Course Advice:
Students will be allocated primary and secondary supervisors with whom they must consult at the commencement of, and on a regular basis during, their studies.

Course Administrator:
Associate Professor John Rayner
11A17
(06) 201 2413

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Degree of Master of Engineering (by research) (178)

The primary objective of this course is to enable an engineering graduate to pursue in some depth a field of study within the areas of engineering technology and engineering science, defined by the Faculty's recognised emerging areas of research strength, ie plasma instrumentation, advanced telecommunications and information technology. The research study will comprise an original investigation, design or development reported in the form of a dissertation.

Course Duration:

The normal duration of the course is two years full-time study or an equivalent period of part-time study. The maximum period of candidature is six years.

Admission Requirements:

Admission to the Master of Engineering course requires a four-year Bachelor of Engineering or its equivalent from an approved institution. Admission is also dependent upon the Faculty having supervisors and facilities available for study of the student's chosen thesis topic.

A preliminary research proposal should be attached to the application.

Course Requirements:

The course requires 48 credit points at postgraduate and masters level and consists of 24 credit points towards a preparatory program and 24 credit points for a masters degree thesis. Advanced standing of up to 24 credit points towards the preparatory program may be granted to candidates with an honours degree or equivalent performance or substantial industrial experience. For such candidates the course may be completed in a minimum of one year by successful completion of the thesis.

The preparatory program consists of a series of masters level extension and "research studies in" units offered by the Faculty, although bridging and extension postgraduate studies at the Australian National University and the Australian Defence Force Academy may also be undertaken as part of the course. At least one third of the preparatory program will comprise research work directly related to the planned masters research topic.

Course Advice:

Students will be allocated primary and secondary supervisors with whom they must consult at the commencement of, and on a regular basis during, their studies.

Course Administrator:

Associate Professor John Rayner
11A17
(06) 201 2413

University of Canberra, AUSTRALIA

1997 HANDBOOK

Degree of Master of Information Technology (by coursework) (296)

This fee paying course offers students the opportunity to study new and emerging areas of advanced information technology. They may also study issues relating to the design, development and management of systems incorporating this technology.

Scope is provided for specialisation in areas of particular interest to those enrolled. Graduates will have a sound theoretical and practical basis for beginning or continuing a professional computing career, or continuing to a doctorate program.

Course Duration:
The course will usually be studied over two years full-time or as part-time study over 4 years. However, students with strong computing qualifications may be able to complete the course in one year. The full two year course is designed to also be suitable for students who are graduates in a field other than computing.

Admission Requirements:
To be admitted to the course applicants should hold an undergraduate degree with a credit average or better, in computing or any other relevant field of study, from an Australian university. Applicants may also be admitted to the course if their work experience, plus previous tertiary studies, are recognised by the University's Academic Board as being equivalent to a three year undergraduate degree from an Australian university, or better.

The course caters for students from a variety of educational and professional backgrounds. Typically, intending students with considerable formal computing qualifications and professional experience may expect to be granted advanced standing for most or all of the foundation studies year (see Course Structure section below). Such qualified students include:

- students continuing from a graduate diploma in an area such as computing studies or information systems;
- students with a four year undergraduate degree, for example in computer engineering, computer science or honours in computing;
- students with a three year degree in computing with relevant professional experience of at least two years and membership of an appropriate professional body (such as ACS, IEAust).

Course Requirements:
The course has two components. The first part, Foundation Studies in Information Technology, represents one year of full-time study, or part-time equivalent, and currently comprises six units of graduate level study. Students may select those units which are normally included in either the graduate diploma course in Computing Studies, or the graduate diploma course in Information Systems. Alternatively, permission may be sought to study some other combination of units.

Students may be exempted from all or part of the Foundation Studies segment of the masters course if they have previously been awarded suitable recognised qualifications.

The second part of the course, Advanced Studies in Information Technology, represents one year of full-time study, or part-time equivalent and comprises six units of study. Three units are selected to create a specialisation in a field selected by the student, for example: in programming systems; information systems; computer technology, or, a specialisation in any other approved subject area. Other elective units are selected by the student, in consultation with a course adviser, to create a study program which is coherent and balanced.

Students may only commence the Advanced Studies component of the course after they have completed or been given exemption from all parts of the Foundation Studies component.

Status/Exemption:
As indicated previously, students with a strong computing background may be exempted from part or all of the Foundation Studies in the Information Technology section of the course. Students who have already completed some of the units eligible for inclusion in the masters course, or equivalent units from other institutions, may be given status for them in this course or may be required to study other units in their place.

Specialisations:
For the Advanced Studies part of the course, students study six masters level units, with three of them being chosen to provide an area of specialisation appropriate to their needs. An academic course adviser will assist students to make their selections from the following units, having regard to which of the units will be available in coming semesters:

4348 Artificial Intelligence Techniques M

4349 Client-Server Computing M

4344 Component and System Modelling with VHDL M

4342 Computer Control and Security M

4345 Data Administration for Large Organisations M

4343 Embedded Systems M

4338 Functional Programming M

4341 Fuzzy Logic and Neural Networks M

4352 Graphics Visualisation Techniques M

4340 High Speed Networking M

4336 Human Factors in Information Technology M

4347 Issues in Information Technology Management M

4337 Issues in the Design of Human-Computer Interfaces M

4339 Logic and Formal Methods M

4335 Object-Oriented Analysis and Design M

4681 Programming Graphical User Interfaces M

4351 Project and Quality Management in Information Technology Systems Development M

4350 Standards and Protocols for Information Exchange M

4346 Systems Simulation M

4333 Usability Testing and the Information Systems Design Process M

Course Advice:
Students are recommended to seek advice from the course administrator on academic questions relating to their study program.

Course Administrator:
Dr Jan Newmarch
11C20
(06) 201 2153

Typical Full-time Course Structure: Master of Information Technology by coursework		
	Semester 1	Semester 2
YEAR 1	Foundation Studies: 4672 Computers and Programming G 4679 Introduction to Software Engineering, Systems Analysis and Design G 4677 Introduction to Database Systems G	4675 Information Technology Project G 4676 Information Technology Workshop G 4671 Computer Structures and Networks G
YEAR 2	Advanced Studies: For each semester three units are selected from the Masters level (M) units that are available and for which prerequisite requirements have been met. A coherent group of units should be selected to provide specialisation in fields such as `Artifical Intelligence and Programming' *or* `Information Systems'.	
Unit availability - 1997 A selection of Advanced Studies and Masters level (M) units is offered in each semester. The units on offer will be varied each year. For 1997 these are:		
	Semester 1	Semester 2
	4349 Client Server Computing M 4341 Fuzzy Logic and Neural Networks M 4347 Issues in Information Technology Management M 4337 Issues in the Design of Human-Computer Interfaces M	4345 Data Administration for Large Organisations M 4681 Programming Graphical User Interfaces M 4340 High Speed Networking M 4351 Project and Quality Management in Information Technology Systems Development M

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Degree of Doctor of Philosophy (235)

The PhD program offered by the Faculty is concentrated in the major research fields of the Faculty including plasma instrumentation, advanced telecommunications, human-computer communicatons, speech and speaker recognition and information technology. Studies in this last area include the human-computer interface, artificial intelligence, software engineering, and information dissemination and distribution. Research interests also exist in non-linear analysis and mathematics education.

Course Duration:

Normally 3 years full-time or equivalent part-time, maximum period of study is normally 5 years full-time but cannot exceed 8 years.

Admission Requirements:

Admission to candidature may be granted to students holding a bachelor degree with first class honours, a master degree or equivalent qualifications. Applicants may be required to provide evidence of research experience, which may be shown by reference to prior studies, the completion of a higher degree involving research, publications, and/or other relevant evidence.

A preliminary research proposal should be attached to the application.

Course Structure:

There is no coursework component. Students will be required to write a thesis of about 100,000 words. Where the Faculty believes that a student would benefit from undertaking a preparatory course in a specific area, it may recommend that such a course be made a condition of candidature, in addition to the thesis requirement.

Students enrol in the unit 4094 Doctoral Thesis in Information Technology D (full- time) or 4095 Doctoral Thesis in Information Technology D (part-time).

Course Advice:

Students will be allocated primary and secondary supervisors with whom they must consult at the commencement of, and on a regular basis during, their studies.

Course Administrator:

Associate Professor John Rayner
11A17
(06) 201 2413

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Faculty of Management - General Information

Dean:
Associate Professor James McMaster

Head of School of Accounting, Banking and Finance:
Professor Brian Andrew

Head of School of Administrative Studies:
Associate Professor Mark Turner

Head of School of Economics and Marketing:
Mr James Hanratty

Head of School of Law:
Professor Eugene Clark

Executive Officer:
Mr Alan Wheeley

General Enquiries:
6B17 (06) 201 2682

The Faculty of Management presently offers undergraduate, graduate, postgraduate and double degree courses leading to the awards listed on the previous page. Students should refer to the section of this Handbook entitled Information for Students, in particular those paragraphs covering definition of University terms, admission, enrolment and academic progress. Prospective and newly-enrolled students should also note the knowledge assumed for each course.

It is the aim of the Faculty to develop an interdisciplinary approach to management studies, and all degree courses offered by the Faculty are therefore connected and interlocked in various ways, although, with graduate and postgraduate courses, the special requirements of individuals and professional requirements will also be considered.

Double Degrees with Law

The University of Canberra offers double degree courses in a variety of areas. A number of these double degrees allow students to obtain a Bachelor of Laws degree in conjunction with another degree course.

Electives

Elective majors and/or elective units in accounting, administration, economics, law, marketing, politics and sociology are also taught within the Faculty as part of the Faculty's courses, and as part of courses offered by other Faculties within the University. Refer to the Electives section of this Handbook for information about all of the elective majors offered by the University.

Field Classes

Some of the units students are required or may elect to take may contain compulsory elements of field experience. In such instances students will be expected to meet their own transport costs.

Library Facilities for Doctoral Students

Library facilities in the City of Canberra are excellent. Many of the nation's major research collections are located here, including the National Library and more specialist departmental, university and institutional libraries distributed around Canberra which are accessible through the University of Canberra Library. The University also has excellent electronic research facilities and is committed to providing on-line access to other libraries and databases for research purposes.

Service Units for Graduates

University graduates in economics or commerce with a major in accounting and who did not include company law, auditing and taxation law in their courses and who wish to qualify for membership of the Australian Society of Certified Practising Accountants, may enrol in the units, 4202 Auditing, 0371 Commercial Law 2 and 0372 Commercial Law 3 at this University. This Society will grant status to candidates who pass these units at this University. It should be noted that the unit, 0368 Commercial Law 1 or its equivalent is a prerequisite for both 0371 Commercial Law 2 and 0372 Commercial Law 3.

Australian Centre for Regional and Local Government Studies

The Centre was established in 1973 and conducts a broad range of residential programs which are targeted at professionals and elected members and senior officers in local government. Courses are also conducted in regional centres in the states and territories as well as in other Pacific countries.

The flagship programs conducted by the Centre are the residential courses for senior managers and elected members. The Centre offers a Graduate Certificate in Regional and Local Government Management. In, addition specialist courses in a range of areas covering contemporary issues such as enterprise bargaining, competitive tendering and contracting out, integrated environmental management and managing change are offered on a regular basis.

ACRLGS is supported in part through funds from the Commonwealth Office of Local Government through the provision of scholarships to course participants. The Centre has strong partnerships within local government, and is advised by a committee which includes members from peak bodies such as the Institute of Municipal Management and the Australian Local Government Association.

Professional Management Programs

Professional Management Programs conducts both public and in-house short courses based on the management-related areas of study in the Faculty of Management - accounting, banking, finance, economics, law, marketing, management studies, politics and research.

Drawing on the expertise of the Faculty, the University and affiliated consultants, the short courses provide managers and professionals with a wide range of knowledge, skills and competencies to enhance work practices and career development.

Management Summer Schools for undergraduate and graduate students from this University and other tertiary institutions are offered from November to February.

PMP staff administer the Graduate Certificate in Management Studies, a 4-unit accredited management training program, available both on campus and as an in-house departmental course.

For further information, telephone (06) 201 2680 or 201 2977.

University of Canberra, AUSTRALIA

1997 HANDBOOK

Degree of Bachelor of Applied Economics (278)

The course is designed to offer a broadly-based liberal approach to the study of economics. A major feature of the course is the inclusion of studies in associated disciplines such as politics, administration and public policy, sociology, law, and employment relations. Within this framework, the course aims to provide students with the conceptual and analytical skills required for economic decision making in both the public and private sectors.

Course Duration:
3 years full-time or equivalent part-time.

Assumed Knowledge:
ACT: English (T) major; NSW: 2u English.

It is recommended that students should have Advanced Mathematics in the ACT, or 2u Mathematics in the NSW HSC, or equivalent. However, in the absence of this background, students can undertake mathematical studies designed to provide basic numeracy skills.

Course Requirements:
Satisfactory completion of 20 units (72 credit points) as follows:

(a) an economics major of 6 semester-equivalent units plus a minimum of 3 additional economics units;

(b) a second major of 6 semester-equivalent units in an associated discipline, preferably administration, politics, sociology, or employment relations;

(c) at least one statistics and one information systems unit to provide basic quantitative skills;

(d) 3 additional units.

Electives:
The 3 elective units in (d) must be taken from one of the preferred disciplines listed in (b) if one of these was not taken as the second major.

Course Advice:
Students are encouraged to attend course advice sessions and to seek further advice from the course convener, especially at the start of their course.

Course Convener:
Ms Heather Prior
6D13
(06) 201 2991

Typical Full-time Course Structure: Bachelor of Applied Economics		
	Semester 1	Semester 2
YEAR 1	0020 Microeconomics 1 (semester-long) *or* 3519 Economics 1A (year-long) Second Major# 3539 Business Statistics 1 *or* 1444 Basic Information Systems Elective	0034 Macroeconomics 1 (semester-long) *or* 3519 Economics 1A (cont'd) Second Major# 1444 Basic Information Systems *or* 3539 Business Statistics 1 Elective
YEAR 2	4076 Microeconomics 2 (semester-long) *or* 4213 Economics 2A (cont'd)*or* 4213 Economics 2A (semester-long) Second Major# Economics Elective+	0035 Macroeconomics 2 (semester-long) *or* 4213 Economics 2A (cont'd) Second Major# Elective
YEAR 3	0099 International Economics *or* 4214 Policy Issues in Microeconomics Second Major# Economics Elective+	4215 Policy Issues in Macroeconomics* Second Major# Economics Elective+

* Not available to students who have completed 2397 Macroeconomics 3

#Students may elect a second major of 6 units from one of the areas listed:

Stream 1

Administration and Public Policy
Politics
Employment
Sociology

Stream 2

Accounting
Applied Statistics
Information Systems
Law
Marketing
Psychology

Other majors may be allowed with the permission of the course convener.

Note: When a major from Stream 2 is chosen, then a 3-unit sub-major must be chosen from Stream 1 to form the 3 non-economics electives. This is regarded as a crucial requirement to ensure a liberal component to the degree. It may occasionally mean that a prerequisite unit for a Stream 2 major has to be incorporated into the major itself.

+Elective Economics Units (at least 3 of the following must be taken):

0892 Development Economics
0052 Environmental and Resource Economics
0099 International Economics^
0104 Labour Economics
0102 Managerial Economics
1359 Project Evaluation
0101 Public Finance
0498 Marketing
1989 Marketing Management
2429 International Marketing

^ This is a compulsory unit for students taking the semester-long Microeconomics - Macroeconomics major and an optional elective for students taking the "A" economics major.

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Degree of Bachelor of Arts in Administration (002)

This course in administration is designed for those who are making, or who plan to make, their careers in administration in either the public or the private sector. The course offers both conceptual understanding and a practical orientation.

The undergraduate degree course is suitable both for those who have recently completed secondary studies and for those with some work experience. The Bachelor of Arts in Administration is also available as a double degree with Law.

Course Duration:

3 years full-time or equivalent part-time

Assumed Knowledge:

ACT: English (T) major; NSW: 2u English.

It is recommended that students should have Advanced Mathematics in the ACT, or 2u Mathematics in the NSW HSC, or equivalent. However, in the absence of this background, students can undertake mathematical studies designed to provide basic numeracy skills.

Course Requirements:

The degree structure consists of a minimum of 21 units with a minimum total credit point value of 74 in four specific areas of study as follows:

(a) seven foundation units in computing, statistics, economics (two units), politics and law and one of psychology, or sociology or accounting;

(b) six units forming the core Administration major;

(c) two to four specialised administration units from within the fields of public administration, public policy, human resource management or industrial relations from the list below;

(d) the choice of an elective major comprising six units, from areas such as accounting, communication, computing, economics, education, history, law, marketing, modern languages, nursing, office management, organisational communication, politics, psychology, sociology or sports administration.

Course Advice:

Students should consult the booklet *BA in Administration* available from Reception in Building 6. If in doubt concerning the structure of their course, they should consult the course convener.

Course Convener:

Dr Gwyn Singleton 6D33 (06) 201 2687/2904.

Typical Full-time Course Structure:
Bachelor of Arts in Administration
(Units need not be taken in this order except where prerequisites apply and unit availability dictates)

	Semester 1	Semester 2
YEAR 1	4207 Introduction to Management An Economics Unit# 3606 Accounting *or* 4309 Psychology 101 *or* 0715 Basic Sociology 1444 Basic Information Systems *or* 3762 Communication Interface *or* 3541 Introduction to Computing Studies	3609 Organisational Behaviour An Economics Unit# 0673 Australian Politics 1 4120 Applied Statistics 1 *or* 3539 Business Statistics 1 *or* 0953 Social Research Methods
YEAR 2	3610 Planning and Decision Making 2 Electives 0028 Concepts and Elements of Law *or* 3852 Law 1	3607 Introduction to Public Administration 2 Electives
YEAR 3	4208 Theory of Organisations Elective Specialised Administration Unit+	3636 Selected Managerial Skills Elective Specialised Administration Unit+

#Either 3519 Economics 1A (year-long), or 0034 Macroeconomics 1 and 0020 Microeconomics 1.

+Two to four units may be taken from those listed below to complete the 21 units required.

3495 Development Administration
3432 Human Resource Management 1
3488 Human Resource Management 2
1372 Industrial Relations
4205 Industrial Relations Workshop
3012 Issues in Industrial Relations
3496 Public Policy 1
2438 Australian Welfare State
3498 Government - Business Relations
1485 Women and Organisations
3588 Women, Politics and Public Policy
2431 Organisational Culture
1359 Project Evaluation

or other units in administration or management subject to approval of the Head of the School of Administrative Studies.

University of Canberra, AUSTRALIA

1997 HANDBOOK

Degree of Bachelor of Arts in Social Sciences (211)

This course is designed to offer a flexible general educational background for a variety of career directions, resembling in that respect the traditional university 'BA' except for its strong inclusion of strands of study of direct practical and vocational relevance. It is suitable both for recent matriculants and for persons in jobs. For the latter, the courses flexibility can be used to provide special combinations of skills required for careers already started.

Course Duration:

3 years full-time or equivalent part-time

Assumed Knowledge:

ACT: English (T) major; NSW: 2u English.

Course Requirements:

Satisfactory completion of 21 units (74 credit points) as follows:

(a) Component 1: Core Units (Essential introductory skill and substantive knowledge areas for the social sciences).

0715 Basic Sociology
3541 Introduction to Computing Studies *or* 3762 Communication Interface 1 *or* the required introductory unit for a sequence in computing
0028 Concepts and Elements of Law
4120 Applied Statistics 1 *or* 0953 Social Research Methods
0034 Macroeconomics 1 *or* 0020 Microeconomics 1 *or* 3519 Economics 1A*
0675 Politics and Democracy *or* 0673 Australia Politics 1.

*Students taking certain major or minor sequences (eg in Marketing) will be expected to complete a year's study in economics which may take the form either of these two units together or of unit 3519 Economics 1A. Students who for this reason take 3519 Economics 1A will not be expected to take 0034 Macroeconomics 1 or 0020 Microeconomics 1 as well.

(b) Component 2: Major/Minor Sequences

Students may complete the degree with (i) two major sequences each in different disciplines or (ii) a single major and two minor sequences each in different disciplines or (iii) an extended major sequence in one discipline and a minor sequence in another discipline.

In all cases one major (or the extended major) must be taken in one of the social sciences disciplines economics, law, politics, or sociology.

The remaining major may be taken within one of those same disciplines or in administration or marketing or (subject to availability of enough units) industrial relations and/or human resource management. With the Dean's permission, given according to the appropriateness of the combination for vocational or academic purposes, it may alternatively be taken from any other discipline taught within this University or at another university.

A 'major' is made up of six related units, varying in sequentiality according to the discipline. A 'minor' is made up of four similarly related units. An 'extended major' is made up of ten similarly related units. Where the introductory unit of a major or minor or extended major sequence is included in the component of 'required core units', this means that the completion of those sequences will require respectively five, three or nine additional units.

(c) Component 3: Finalising Units

Students achieving at least a 'Credit' grade point average at the completion of either 4120 Applied Statistics 1 or 0953 Social Research Methods and no less than 9 other units, may (with the approval of the Dean and subject to the chosen topic falling into an area where there is suitable staff expertise for supervision) be permitted to undertake a Social Science Project, which is a research project of 5000 - 8000 words counting as a double unit for eight credit points. The project will be supervised and examined by two staff members with expertise related to the topic chosen for research.

Students who do not undertake the Social Science Project will be expected to complete two additional advanced-level units in either one or two of their major or minor disciplinary sequences.

(d) Component 4: Elective Units

Students whose particular choices of sequences under sets one to three do not make up the degree total of 21 units (and 74 credit points) may choose as electives, any units for whose enrolment they are qualified, taught anywhere within the University or (with permission from the Dean) in another university.

Students are reminded that the final unit count presupposes that normally no more than ten "1/2" or introductory-level units will be permitted to be undertaken in the degree as a whole; that is, not less than eleven must be at advanced level.

Course Advice:

Students are encouraged to seek advice from the course convener in their choice of units.

Course Convener:

Dr Paul Kringas 7C10 (06) 201 2708

University of Canberra, AUSTRALIA

1997 HANDBOOK

Degree of Bachelor of Commerce in Accounting (345)

The course is designed for students who aspire to management positions via financial management, and for those who wish to become professional accountants. The emphasis in the course is on accounting as an information system to enable the accountant to take her/his rightful place on the management team as a decision maker and information manager. The curriculum provides for the development of both professional skills and conceptual understanding and also encourages students to understand accounting within the context of its social environment.

The Bachelor of Commerce in Accounting is also available as a double degree with Law.

Course Duration:

3 years full-time or equivalent part-time

Assumed Knowledge:

ACT: Advanced Mathematics and English (T) major; NSW: 2u or 3u Mathematics and 2u English.

Course Requirements:

Satisfactory completion of at least 22 required and elective units (72 credit points) as follows:

(a) 13 required units;

(b) a 3-unit humanities minor; and

(c) 6 elective units.

Course Advice:

For detailed course advice, students should contact the course convener.

Professional Recognition:

The Australian Society of Certified Practising Accountants (ASCPA). A candidate who plans to obtain both the award of this University and admission to associate membership of the ASCPA must, in addition to the 13 required units given below, pass 0371 Commercial Law 2, 0372 Commercial Law 3 and 4147 Advanced Managerial Accounting. For CPA status, completion of the ASCPA's CPA Program and an experience requirement is also necessary.

The Institute of Chartered Accountants in Australia (ICAA). Direct entry to membership may be gained by the completion of the course followed by the completion of the ICAA's Professional Year of Study. The degree in accounting awarded by the University has been designated an approved tertiary course. Students should note that the Institute requirements include passes in the units 0371 Commercial Law 2, 0372 Commercial Law 3 and 4147 Advanced Managerial Accounting. The practical experience requirement for admission to membership of the ICAA is three years for graduates of this University.

The NSW Public Accountants Registration Board. Graduates in accounting who include 0371 Commercial Law 2 and 0372 Commercial Law 3 in their courses will be exempt from all examinations by the Board.

The Institute of Chartered Secretaries and Administrators. The Council of the Institute is prepared to allow exemption from up to 12 subjects in respect of approved passes.

Course Convener:

Mrs Judy Paterson 6C9 (06) 201 2019

Typical Full-time Course Structure: Bachelor of Commerce in Accounting		
	Semester 1	Semester 2
YEAR 1	3606 Accounting Theory and Practice 0034 Macroeconomics 1 3539 Business Statistics 1 0028 Concepts and Elements of Law	3869 Accounting Information Systems 1 0020 Microeconomics 1 3605 Mathematical Methods 1A 4146 Managerial Accounting
YEAR 2	4145 Financial Reporting 4203 Corporate Finance Humanities Unit# Elective@	0368 Commercial Law 1 4202 Auditing Humanities Unit# Elective@
YEAR 3	Humanities Unit+ 2 Electives@	4354 Advanced Accounting Theory 2 Electives@

* Persons who are planning to undertake the Graduate LLB program should consult with the convener of that program as to the law component of their degree.

The humanities units are to be taken from the following disciplines - Sociology, Psychology, Administration, Chinese, Japanese or Spanish. The units belonging to each minor sequence are as follows:

Sociology

0715 Basic Sociology
0716 Sociological Theory *or*
2431 Organisational Culture
2788 Sociology and Gender *or*
1666 Deviance and Crime *or*
1670 Social Inequality

Psychology

4309 Psychology 101 : Introductory Psychology 1
4313 Psychology 203 : Social and Developmental Psychology
4317 Psychology 303 : Organisational Psychology

Administration

4207 Introduction to Management
3609 Organisational Behaviour
3610 Planning and Decision Making

Chinese

4282 Chinese 1 : Language and Culture
0660 Chinese 2
3767 Chinese 3/4

Japanese

4283 Japanese 1 : Language and Culture
0157 Japanese 2
3771 Japanese 3/4

Spanish

4285 Spanish 1 : Language and Culture
0514 Spanish 2
3775 Spanish 3/4

@Students must complete 6 elective units totalling a minimum of 23 credit points. At least one unit must be chosen from the following:

4353 Advanced Auditing
4148 Advanced Financial Reporting
4147 Advanced Managerial Accounting
4204 Portfolio Theory and Management

Select single units or sequences of units from the following disciplines: accounting, administration, economics, history, politics, psychology, information systems, computing, finance, marketing, law, sociology, statistics, languages, mathematics, other (as approved by course convener).

+Exception: Because the third unit in a language minor is a year-long 8 credit point unit, students taking a language for their humanities minor would generally be expected to complete 5 electives totalling a minimum of 19 credit points. See course convener for advice.

University of Canberra, AUSTRALIA

1997 HANDBOOK

Degree of Bachelor of Commerce in Banking and Finance (241)

This course meets the needs of those wishing to pursue executive careers in the banking and finance industry. Career opportunities may be found in financial institutions such as trading banks, merchant banks, finance companies, building societies and credit unions, and in positions such as treasurers, bond traders, money market or foreign exchange managers, financial analysts and business executives in non-financial corporations in the private and public sectors.

The course provides an international perspective to capital markets and risk analysis and has been structured around an interdisciplinary major in banking and finance, incorporating substantial input from accounting, economics, law and information systems. The course thus seeks to provide a flexible and balanced mixture of analytical tools and practical skills directly relevant to the needs of the industry and the student.

The Bachelor of Commerce in Banking and Finance is also available as a double degree with Law.

Course Duration:

3 years full-time or equivalent part-time

Assumed Knowledge:

ACT: Advanced Mathematics and English (T) major; NSW: 2u or 3u Mathematics and 2u English.

Course Requirements:

Satisfactory completion of at least 21 semester-equivalent units as follows:

(a) 54 credit points from 15 required units; and

(b) at least 19 credit points from 6 elective units as approved by the Dean of Faculty.

Elective Sequence:

The elective stream allows students to combine the core studies in accounting, economics, law and information systems with a second major in, say, economics, computing, languages or other approved major, to produce a finely tailored "niche" program.

Course Advice:

Students are encouraged to seek course advice from the course convener in their choice of an elective sequence.

Professional Recognition:

Students who have completed the degree course in Banking and Finance will have satisfied the academic requirements for senior associate status in the Australian Institute of Banking and Finance.

Course Convener:

Mr John Ellis 6C12 (06) 201 2327

Typical Full-time Course Structure: Bachelor of Commerce in Banking and Finance

	Semester 1	Semester 2
YEAR 1	3606 Accounting Theory and Practice 3539 Business Statistics 1 0034 Macroeconomics 1 Elective (4207 Introduction to Management)	3605 Mathematical Methods 1A 0020 Microeconomics 1 0368 Commercial Law 1 Elective
YEAR 2	3639 Financial Institutions and Markets 4203 Corporate Finance Elective (0498 Marketing) recommended	3393 International Finance 4204 Portfolio Theory and Management 1612 Law of Financial Institutions Elective

YEAR 3	3638 Management of Financial Institutions (year-long) 3637 Advanced Business Finance (year-long) Elective	3638 Management of Financial Institutions (cont'd) 3637 Advanced Business Finance (cont'd) Elective

University of Canberra, AUSTRALIA

1997 HANDBOOK

Degree of Bachelor of Commerce in Management Sciences (242)

This degree is offered jointly by the Faculty of Management and the Faculty of Information Sciences and Engineering. Particulars of the course are to be found in the Faculty of Information Sciences and Engineering's entry in this Handbook.

University of Canberra, AUSTRALIA

1997 HANDBOOK

Degree of Bachelor of Laws (349) (Graduate Bachelor Degree)

The University's Bachelor of Laws program will allow graduates in the areas of commerce, economics and management to acquire further specialised legal professional skills. The course has a strong practical and skills orientation, and equips its students with competencies in the basic areas of legal professional practice as well as with more specialised competencies of the kind that would be required to produce well-rounded commercial lawyers. The course is particularly directed to meeting the educational needs of law graduates who intend to practise as commercial lawyers in large law firms, larger accounting firms, in government commercial agencies and in business generally.

Five core legal competencies are the foundation upon which this program is built. They are: basic professional skills; general commercial and common law skills; corporations law skills; revenue law skills; and general legal skills.

The aim is to equip students with strong commercial law skills in a number of key commercial law areas such as contract law, corporations law and taxation law.

Course Duration:

2 years of full-time study undertaken following the completion of an undergraduate degree in commerce or its equivalent. Where students have not undertaken a year of prior studies in the required law units (Law 1 to Law 6), the duration of the graduate LLB course will be at least three years of full-time study.

Admission Requirements:

Entry is limited to graduates who hold a degree in the areas of commerce, economics, management or an equivalent degree. This first degree should normally contain a prescribed law major of at least six units (see below), and candidates for the Bachelor of Laws degree must have completed their undergraduate law major at the credit average level or above.

Where students have not completed the required law major in their undergraduate degree, they may undertake the degree over three years of full-time study.

Prescribed Law Major:

The prescribed law major comprises the following LLB units:

3852 Law 1: Introduction to Law
3853 Law 2: Contract (LLB)
4135 Law 3: Business Transactions (LLB)
4136 Law 4: Corporations (LLB)
4137 Law 5: Taxation (LLB)
4138 Law 6: Administrative Law (LLB)

LLB students who have not undertaken these units in their first degree will be required to complete them during the first year of their LLB course.

Course Requirements:

Satisfactory completion of a total of at least 21 law units and at least 78 credit points as follows

(a) a 6-unit undergraduate prescribed law major (22 credit points) usually undertaken as part of the first undergraduate degree, or the first year of the LLB;

(b) 11 core LLB units (52 credit points) (including 3 year-long units)

and, if a student seeks admission to legal practice

(c) 1 elective law unit 4623 Litigation and Dispute Processing (LLB) (4 credit points).

Bachelor of Laws Degree with Honours:

The degree of LLB may be awarded with first or second class honours. To be eligible to undertake studies at honours level, a student must

- achieve at least a credit average in all law units undertaken at the University of Canberra including units in sets (a) (b) and (c) of the LLB course requirements and
- have obtained at least a credit grade for a piece of legal writing of not less than 5000 words in the unit 4357 Legal Theory (LLB) or 3680 Legal Theory G or in the unit 4635 Public Companies (LLB)

Course Advice:

Students need to seek course advice from the course convener in the selection of elective units.

Professional Recognition:

The Bachelor of Laws program is recognised by the Supreme Court of the Australian Capital Territory for the purpose of admission to legal practice.

Course Convener:

Mr Kam Kamarul 6C55 (06) 201 5770

Course Structure:

An appropriate undergraduate degree must be completed prior to entry into the Graduate LLB Program.

Typical Full-time Course Structure: Graduate Bachelor of Laws (three year course)		
	Semester 1	Semester 2
YEAR 1	3852 Law 1 : Introduction to Law 4136 Law 4 : Corporations 4138 Law 6 : Administrative Law	3853 Law 2 : Contract 4135 Law 3 : Business Transactions 4137 Law 5 : Taxation
YEAR 2	4134 Advanced Research and Writing (LLB)* 3863 Property Law (LLB)* 4622 Legal Theory (LLB) (year-long)* 4635 Public Companies (LLB) (year-long)*	0345 Constitutional Law* 4622 Legal Theory (LLB) (cont'd)* 4635 Public Companies (LLB) (cont'd)*
YEAR 3	3865 Equity (LLB)* 4619 Criminal Law (LLB)* 4618 Advanced Taxation Law (LLB) (year-long)* 4623 Litigation and Dispute Processing (LLB)	4620 Evidence (LLB)* 3858 Law of Obligations (LLB)* 4618 Advanced Taxation Law (LLB)* (cont'd) 4621 Lawyers and Professional Responsibility (LLB)*

* Core unit

University of Canberra, AUSTRALIA

1997 HANDBOOK

Double Degree of Bachelor of Applied Economics/Bachelor of Laws (301)

This program is for students of high ability who seek careers in the important legal aspects of economics, demand for which is highly sought after in the University's catchment area.

To enable completion in a minimum of five years, time savings are arranged mainly by taking LLB units as the second major of the existing Bachelor of Applied Economics course. It is important to follow closely the typical study program shown below to achieve minimum times. An information pamphlet on the course structure of double degree courses with law may be obtained from the School of Law office (6C38).

Course Duration:

5 years full-time; maximum period of study 8 years.

Assumed Knowledge:

ACT: English (T) major; NSW: 2u English.

It is recommended that students should have Advanced Mathematics in the ACT, or 2u Mathematics in the NSW HSC, or equivalent. However, in the absence of this background, students can undertake mathematical studies designed to provide basic numeracy skills.

Admission Requirements:

Admission to a double degree course will ensure that the student will be permitted to proceed into the Bachelor of Laws component of the course. However, before the final two years (full-time equivalent) of the Bachelor of Laws course can be undertaken, students taking a double degree must have satisfied the academic requirements for the first degree in the double degree course.

Administrative Arrangements:

The Administrative Officer of the School of Law may be consulted in regard to double degree courses offered entirely in the Faculty of Management, or refer to the information pamphlet on the course structure of double degree courses.

Students undertaking the double degree course will be able to be awarded the first degree in the double degree course upon completion of the academic requirements for that degree.

Course Structure:

The course structure of the double degree course requires that students admitted to a double degree course must undertake *six required law units* as part of the first degree course in the double degree sequence.

At completion of the Bachelor of Applied Economics (including the six units mentioned above), students will undertake 11 core LLB units (amounting to 52 credit points) and one professional elective law unit (amounting to 4 credit points).

Professional Recognition:

The Bachelor of Laws program is recognised by the Supreme Court of the Australian Capital Territory for the purpose of admission to legal practice.

Course Convener:

Mr Don Fleming 6C78 (06) 201 5791

Typical Full-time Course Structure: Bachelor of Applied Economics/Bachelor of Laws		
	Semester 1	Semester 2
YEAR 1	3519 Economics 1A (year-long) *or* 0020 Microeconomics 1 3539 Business Statistics 3852 Law 1 : Introduction to Law Elective	3519 Economics 1A (cont'd) *or* 0034 Macroeconomics 1444 Basic Information Systems 3852 Law 2 : Contracts Elective
YEAR 2	4213 Economics 2A (year-long) *or* 4076 Microeconomics 2 4138 Law 6 : Administration Economics Elective	4213 Economics 2A (cont'd) *or* 0035 Macroeconomics 2 4135 Law 3 : Business Transactions Elective
YEAR 3	0099 International Economics *or* 4214 Policy Issues in Microeconomics 4136 Law 4 : Corporations Economics Elective	4215 Policy Issues in Macroeconomics* 4137 Law 5 : Taxation Economics Elective plus other units to complete first degree
YEAR 4	4134 Advanced Research and Writing (LLB) 4635 Public Companies (LLB) (year-long) 4622 Legal Theory (year-long) 3863 Property Law (LLB)	0345 Constitutional Law 4635 Public Companies (LLB) (cont'd) 4622 Legal Theory (cont'd)
YEAR 5	4618 Advanced Taxation Law (LLB) (year-long) 3865 Equity (LLB) 4619 Criminal Law (LLB) 4623 Litigation and Dispute Processing (LLB)	4618 Advanced Taxation Law (LLB) (cont'd) 3858 Law of Obligations (LLB) 4620 Evidence (LLB) 4621 Lawyers and Professional Responsibility (LLB)

* Not available to students who have completed 2397 Macroeconomics 3

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Double Degree of Bachelor of Arts in Administration/Bachelor of Laws (283)

The program is for students of high ability who aim to make careers in the important legal aspects of administration, gaining full professional status in both the legal and the technical fields. The program contains the Bachelor of Laws (LLB) course as its second degree-equivalent section.

To enable completion in a minimum of five years, time savings are arranged mainly by taking LLB units as the management and general elective components of the existing BA course. It is important therefore to follow closely the typical study program as shown below, to achieve the minimum times. An information pamphlet on the course structure of double degree courses may be obtained from the School of Law office (6C38).

Course Duration:

5 years full-time; maximum period of study 8 years

Assumed Knowledge:

ACT: English (T) major; NSW: 2u English.

It is recommended that students should have Advanced Mathematics in the ACT, or 2u Mathematics in the NSW HSC, or equivalent. However, in the absence of this background, students can undertake mathematical studies designed to provide basic numeracy skills.

Admission Requirements:

Admission to a double degree course will ensure that the student will be permitted to proceed into the Bachelor of Laws component of the course. However, before the final two years (full-time equivalent) of the Bachelor of Laws course can be undertaken, students undertaking a double degree must have satisfied the academic requirements for the first degree in the double degree course.

Administrative Arrangements

The Administrative Officer of the School of Law may be consulted in regard to double degree courses offered entirely in the Faculty of Management, or refer to the information pamphlet on the course structure of double degree courses.

Students undertaking the double degree course will be awarded the first degree in the double degree course upon completion of the academic requirements for that degree.

Course Structure:

The course structure of the double degree course requires that students admitted to a double degree course must undertake *six required law units* as part of the first degree course in the double degree sequence.

At the completion of the requirements of the Bachelor of Arts in Administration (including the 6 required units mentioned above), students will undertake 11 core LLB units (amounting to 52 credit points) and one professional elective law unit (amounting to 4 credit points).

Professional Recognition:

The Bachelor of Laws program is recognised by the Supreme Court of the Australian Capital Territory for the purpose of admission to legal practice.

Course Convener:

Mr Don Fleming 6C78 (06) 201 5791

Typical Full-time Course Structure: Bachelor of Arts in Administration/Bachelor of Laws		
	Semester 1	Semester 2
YEAR 1	4207 Introduction to Management An Economics Unit+ 3852 Law 1 : Introduction to Law A Computer Unit	3609 Organisational Behaviour Economics Unit+ 0673 Australian Politics A Statistics Unit
YEAR 2	3610 Planning and Decision Making Accounting *or* Psychology *or* Sociology* A Law Unit 4138 Law 6 : Administrative Law	3607 Introduction to Public Administration 3853 Law 2 : Contracts 4135 Law 3 : Business Transactions
YEAR 3	4208 Theory of Organisations Specialised Administration Unit 4136 Law 4 : Corporations	3636 Selected Managerial Skills Specialised Administration Unit 4137 Law 5 : Taxation
YEAR 4	4134 Advanced Research and Writing (LLB) 4635 Public Companies (LLB) (year-long) 4622 Legal Theory (year-long) 3863 Property Law (LLB)	0345 Constitutional Law 4635 Public Companies (LLB) (cont'd) 4622 Legal Theory (cont'd) Elective Law Unit@
YEAR 5	4618 Advanced Taxation Law (LLB) (year-long) 3865 Equity (LLB) 4619 Criminal Law (LLB) 4623 Litigation and Dispute Processing (LLB)	4618 Advanced Taxation Law (LLB) (cont'd) 4620 Evidence (LLB) 3858 Law of Obligations (LLB) 4621 Lawyers and Professional Responsibility (LLB)

*Selected from

4309
Psychology 101 : Introductory Psychology 1
0715
Basic Sociology
3606
Accounting Theory and Practice
1720
Accounting 1A

+ either 3519 Economics 1A (year-long) or 0034 Macroeconomics 1 and 0020 Microeconomics

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Double Degree of Bachelor of Arts in Social Sciences/Bachelor of Laws (289)

The program is for students of high ability who aim to make careers in the important legal aspects of the social sciences, gaining full professional status in both the legal and the technical fields. The program contains the Bachelor of Laws (LLB) course as its second degree-equivalent section.

To enable completion in a minimum of five years, time savings are arranged mainly by taking LLB units as the management and general elective components of the existing BA course. It is important therefore to follow closely the typical study program as shown below, to achieve the minimum times. An information pamphlet on the course structure of double degree courses may be obtained from the School of Law office (6C38).

Course Duration:

5 years full-time; maximum period of study 8 years

Assumed Knowledge:

ACT: English (T) major; NSW: 2u English.

Admission Requirements:

Admission to a double degree course will ensure that the student will be permitted to proceed into the Bachelor of Laws component of the course. However, before the final two years (full-time equivalent) of the Bachelor of Laws course can be undertaken, students undertaking a double degree must have satisfied the academic requirements for the first degree in the double degree course.

Administrative Arrangements:

The Administrative Officer of the School of Law may be consulted in regard to double degree courses offered entirely in the Faculty of Management, or refer to the information pamphlet on the course structure of double degree courses.

Students undertaking the double degree course will be able to be awarded the first degree in the double degree course upon completion of the academic requirements for that degree.

Course Structure:

The course structure of the double degree course requires that students admitted to a double degree course must undertake *six required law units* as part of the first degree course in the double degree sequence.

At the completion of the requirements of the Bachelor of Arts in Social Science (including the 6 required units mentioned above), students will undertake 11 core LLB units (amounting to 52 credit points) and one professional elective law unit (amounting to 4 credit points).

Professional Recognition:

The Bachelor of Laws program is recognised by the Supreme Court of the Australian Capital Territory for the purpose of admission to legal practice.

Course Convener:

Mr Don Fleming 6C78 (06) 201 5791

Typical Full-time Course Structure:
Bachelor of Arts in Social Sciences/Bachelor of Laws

Because of the flexibility of the Social Sciences degree course, a typical study program is suggested for the first year only. While the six units listed hereunder for first year are the six required units, all these units do not have to be completed before undertaking further studies, except that where advanced units require these basic units as prerequisites to them, they must first have been completed. However, early completion of all these basic units is strongly recommended.

	Semester 1	Semester 2
YEAR 1	0715 Basic Sociology 0675 Politics and Democracy 0034 Macroeconomics 1 *or* 0020 Microeconomics 1 3852 Law 1 : Introduction to Law	4120 Applied Statistics 1 or 0953 Social Research Methods 3541 Introduction to Computing Studies *or* 3762 Communication Interface 1 *or* the introductory unit for a minor sequence in computing 3853 Law 2 : Contracts
YEAR 2	4138 Law 6 : Administration plus other units to complete the first degree	4135 Law 3 : Business Transactions plus other units to complete the first degree
YEAR 3	4136 Law 4 : Corporations plus other units to complete the first degree	4137 Law 5 : Taxation plus other units to complete the first degree
YEAR 4	4134 Advanced Research and Writing (LLB) 4635 Public Companies (LLB) (year-long) 4622 Legal Theory (year-long) 3863 Property Law (LLB)	0345 Constitutional Law 4635 Public Companies (LLB) (cont'd) 4622 Legal Theory (cont'd) Elective Law Unit*
YEAR 5	4618 Advanced Taxation Law (LLB) (year-long) 3865 Equity (LLB) 4619 Criminal Law (LLB) 4623 Litigation and Dispute Processing (LLB)	4618 Advanced Taxation Law (LLB) (cont'd) 4620 Evidence (LLB) 3858 Law of Obligations (LLB) 4621 Lawyers and Professional Responsibility (LLB)

University of Canberra, AUSTRALIA

1997 HANDBOOK

Double Degree of Bachelor of Commerce in Accounting/ Bachelor of Laws (285)

The program is for students of high ability who aim to make careers in the important legal aspects of accounting, gaining full professional status in both the legal and the technical fields. The program contains the Bachelor of Laws (LLB) course as its second degree-equivalent section.

To enable completion in a minimum of five years, time savings are arranged mainly by taking LLB units as the management and general elective components of the existing BCom in Accounting course. It is important therefore to follow closely the typical study program as shown below, to achieve the minimum times. An information pamphlet on the course structure of double degree course may be obtained from the School of Law office (6C38).

Course Duration:

5 years full-time; maximum period of study 8 years

Assumed Knowledge:

ACT: Majors in Advanced Mathematics, English (T); NSW: 2u or 3u Mathematic, 2u English.

Admission Requirements:

Admission to a double degree course will ensure that the student will be permitted to proceed into the Bachelor of Laws component of the course. However, before the final two years (full-time equivalent) of the Bachelor of Laws course can be undertaken, students undertaking a double degree must have satisfied the academic requirements for the first degree in the double degree course.

Administrative Arrangements:

The Administrative Officer of the School of Law may be consulted in regard to double degree courses offered entirely in the Faculty of Management, or refer to the information pamphlet on the course structure of double degree courses.

Students undertaking the double degree course will be awarded the first degree in the double degree course upon completion of the academic requirements for that degree.

Course Structure:

The course structure of the double degree course requires that students admitted to a double degree course must undertake *six required law units* as part of the first degree course in the double degree sequence.

At the completion of the requirements of the Bachelor of Commerce in Accounting (including the six required units mentioned above), students will undertake 11 core LLB units (amounting to 52 credit points) and one professional elective law unit (amounting to 4 credit points).

Professional Recognition:

The Bachelor of Laws program is recognised by the Supreme Court of the Australian Capital Territory for the purpose of admission to legal practice. For information on the professional recognition of the Bachelor of Commerce in Accounting degree, refer to the entry for Course No 345.

Course Convener:

Mr Don Fleming 6C78 (06) 201 5791

Typical Full-time Course Structure: Bachelor of Commerce in Accounting/Bachelor of Laws		
	Semester 1	Semester 2
YEAR 1	3606 Accounting Theory and Practice 2034 Macroeconomics 1 3605 Mathematical Methods 1A 3539 Business Statistics	3869 Accounting Information Systems 1 0020 Microeconomics 1 3852 Law 1 : Introduction to Law 3853 Law 2 : Contract
YEAR 2	4145 Financial Reporting 4203 Corporate Finance Humanities Unit#+	4146 Managerial Accounting 4202 Auditing Humanities Unit#+ 4135 Law 3 : Business Transactions
YEAR 3	4138 Law 6 : Administrative Law 1 Elective@ or Humanities Unit#+ 4136 Law 4 : Corporations	4354 Advanced Accounting Theory 1 Elective@ 4137 Law 5 : Taxation
YEAR 4	4134 Advanced Research and Writing (LLB) 4635 Public Companies (LLB) (year-long) 4622 Legal Theory (year-long) 3863 Property Law (LLB)	0345 Constitutional Law 4635 Public Companies (LLB) (cont'd) 4622 Legal Theory (cont'd)
YEAR 5	4618 Advanced Taxation Law (LLB) (year-long) 4619 Criminal Law (LLB) 3865 Equity (LLB) 4623 Litigation and Dispute Processing (LLB)	4618 Advanced Taxation Law (LLB) (cont'd) 3858 Law of Obligations (LLB) 4620 Evidence (LLB) 4621 Lawyers and Professional Responsibility (LLB)

The humanities units are to be taken from the following disciplines: Sociology, Psychology, Administration, Chinese, Japanese or Spanish. The units belonging to each minor sequence are as follows:

Sociology

0715 Basic Sociology
0716 Sociological Theory *or*
2431 Organisational Culture *or*
2788 Sociology and Gender *or*
1666 Deviance and Crime
1670 Social Inequality

Psychology

4309 Psychology 101 : Introductory Psychology 1
4313 Psychology 203 : Social and Developmental Psychology
4317 Psychology 303 : Organisational Psychology

Administration

4207 Introduction to Management
3609 Organisational Behaviour
3610 Planning and Decision Making

Chinese

4282 Chinese 1 : Language and Culture
0660 Chinese 2
3767 Chinese 3/4

Japanese

4283 Japanese 1 : Language and Culture
0157 Japanese 2
3771 Japanese 3/4

Spanish

4285 Spanish 1 : Language and Culture
0514 Spanish 2
3775 Spanish 3/4

+ Exception: Because the third unit in a language minor is a year-long 8 credit point unit, students taking a language for their humanities minor would generally be expected to complete 5 electives totalling a minimum of 19 credit points. See course convener for advice.

@ Students must complete 6 elective units totalling a minimum of 23 credit points. At least one unit must be chosen from the following:

4353 Advanced Auditing
4148 Advanced Financial Reporting
4147 Advanced Managerial Accounting
tba Accounting Information Systems 2
4204 Portfolio Theory and Management

Students should select single units or sequences of units from the following disciplines: accounting, administration, economics, history, politics, psychology, information systems, computing, finance, marketing, law, sociology, statistics, languages, mathematics, other (as approved by course convener).

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Double Degree of Bachelor of Commerce in Banking and Finance/Bachelor of Laws (286)

The program is for students of high ability who aim to make careers in the important legal aspects of banking and finance, gaining full professional status in both the legal and the technical fields. The program contains the Bachelor of Laws (LLB) course as its second degree-equivalent section.

To enable completion in a minimum of five years, time savings are arranged mainly by taking LLB units as the management and general elective components of the existing BCom in Banking and Finance course. It is important therefore to follow closely the typical study program as shown below, to achieve the minimum times.

Course Duration:

5 years full-time; maximum period of study 8 years

Assumed Knowledge:

ACT: Advanced Mathematics and English (T) major; NSW: 2u or 3u Mathematics, 2u English.

Admission Requirements:

Admission to a double degree course will ensure that the student will be permitted to proceed into the Bachelor of Laws component of the course. However, before the final two years (full-time equivalent) of the Bachelor of Laws course can be undertaken, students undertaking a double degree must have satisfied the academic requirements for the first degree in the double degree course.

Administrative Arrangements:

The Administrative Officer of the School of Law may be consulted in regard to double degree courses offered entirely in the Faculty of Management. An information pamphlet on the course structure of the double degree courses may also be obtained from the School of Law office (6C38).

Students undertaking the double degree course will be awarded the first degree in the double degree course upon completion of the academic requirements for that degree.

Course Structure:

The course structure of the double degree course requires that students admitted to a double degree course must undertake *six required law units* as part of the first degree course in the double degree sequence.

At the completion of the requirements of the Bachelor of Commerce in Banking and Finance (including the six required units mentioned above), students will undertake 11 core LLB units (amounting to 52 credit points) and one professional elective law unit (amounting to 4 credit points).

Professional Recognition:

The Bachelor of Laws program is recognised by the Supreme Court of the Australian Capital Territory for the purpose of admission to legal practice.

Course Convener:

Mr Don Fleming 6C78 (06) 201 5791

Typical Full-time Course Structure:
Bachelor of Commerce in Banking and Finance/Bachelor of Laws

	Semester 1	Semester 2
YEAR 1	3606 Accounting Theory and Practice 3539 Business Statistics 1 3605 Mathematical Methods 1A 3852 Law 1 : Introduction to Law	0034 Macroeconomics 1 0020 Microeconomics 1 3853 Law 2 : Contract
YEAR 2	3639 Financial Institutions and Markets 4203 Corporate Finance 4136 Law 4 : Corporations	3393 International Finance 4204 Portfolio Theory and Management 4135 Law 3 : Business Transactions
YEAR 3	3638 Management of Financial Institutions (year-long) 3637 Advanced Business Finance (year-long) 4138 Law 6 : Administrative Law	3638 Management of Financial Institutions (cont'd) 3637 Advanced Business Finance (cont'd) 4137 Law 5 : Taxation
YEAR 4	4134 Advanced Research and Writing (LLB) 4622 Legal Theory (year-long) 4635 Public Companies (LLB) (year-long) 3863 Property Law (LLB)	4622 Legal Theory (cont'd) 4635 Public Companies (LLB) (cont'd) 0345 Constitutional Law

YEAR 5	4618 Advanced Taxation Law (LLB) (year-long) 4619 Criminal Law (LLB) 3865 Equity (LLB) 4623 Litigation and Dispute Processing (LLB)	4618 Advanced Taxation Law (LLB) (cont'd) 3858 Law of Obligations (LLB) 4620 Evidence (LLB) 4621 Lawyers and Professional Responsibility (LLB)

University of Canberra, AUSTRALIA

1997 HANDBOOK

Graduate Certificate in Management Studies (304)

This Certificate is a full-fee paying course.

The Graduate Certificate in Management Studies is designed to cater for the special education and competency needs of Australian and international managers, or potential managers, in public and private organisations who are seeking postgraduate qualifications in management.

Government departments and agencies who want to offer the GCMS as part of their in-house management development programs can arrange to have the units conducted on their premises.

The course schedule has been devised to meet the needs of part-time students, and it involves two or three days each week for attendance at lectures, tutorials, seminars and workshops.

Course Duration:

1 semester full-time or 2 to 4 semesters part-time. (The course is designed primarily for part-time study, but full-time study is possible in semester 1.)

Admission Requirements:

The course is open to those who have successfully completed a first degree program at an Australian university or college of advanced education and who have not less than two years of work experience.

Members of professions who hold awards which are, in the opinion of the Academic Board, equivalent to a first degree, may be admitted to the course. The Academic Board may also admit such other persons who, in the Board's opinion, are able to undertake the course of study with a reasonable likelihood of success.

Course Availability:

Entry is usually in the first semester of each year, second semester entry may also be available.

Course Requirements:

Satisfactory completion of at least 16 credit points (4 units) as follows:

(a) 2 core units totalling 8 credit points; and
(b) 2 elective units totalling 8 credit points.

Core Units:

3943 Introduction to Management G
3925 Elements in Human Resource Management G *or*
3929 Financial Management G *or*
3942 Introduction to Planning and Policy G *or*
3977 Public Administration G

Elective Units:

Any two of the following units

3912 Concepts and Elements of Law G
3924 Economics for Managers G
3925 Elements in Human Resource Management G
3929 Financial Management G
3932 Industrial Relations G
3942 Introduction to Planning and Policy G
3947 Law in Administration G
3957 Macroeconomics G
3959 Managing Individual and Organisational Change G
3962 Marketing G
3967 Microeconomics G
3971 Organisational Behaviour G
3975 Project Evaluation G
3977 Public Administration G
3893 Strategic Business Planning G

or other units approved by the Faculty.

Status and Exemptions:

Students who qualify may be granted up to two units of status, based on studies in uncompleted graduate awards in Australian tertiary institutions or their equivalent. Students whose previous studies would otherwise have resulted in the granting of status of more than two units, in respect of particular required units in this course, may be exempted from such required units provided that an equal number of substitute units are included in the program. Substitute units should be chosen by the student and the course adviser, and require the approval of the Director of the Graduate Certificate in Management Studies before they constitute part of the approved program.

In selecting substitute units, choice should be made so as to augment the student's knowledge of administratively-related fields. Upper-level undergraduate units may be taken when the student's previous studies satisfy prerequisites, or entry-level units where a new discipline is to be explored. The most appropriate fields are those offered by the Faculty of Management and the Faculty of Information Sciences and Engineering.

Course Advice:

For more detailed course advice, students should contact Professional Management Programs (06) 201 5327.

Course Convener:

Dr Michael Jones 6D34 (06) 201 2742

University of Canberra, AUSTRALIA

1997 HANDBOOK

Graduate Certificate in Regional and Local Government Management (347)

The Graduate Certificate in Regional and Local Government Management is designed for current or intending practitioners in local government and regional administration who are interested in undertaking professional development to enhance their effectiveness and further their careers. The course caters for varying levels of experience and for a broad range of backgrounds.

This course is full-fee paying. Several scholarships for the Graduate Certificate in Regional and Local Government Management are available to staff from Australian local government councils.

Course Duration:

The contact time will be conducted throughout a four week residential course where participants attend classes full-time from 8.30am - 5.00pm, five days per week, plus independent reading, research and assignments. In addition, each participant will submit an independent learning project which is to be completed within 24 months of the residential component of the course.

Admission Requirements:

The normal admission requirement is a university degree or other qualification, or combination of qualifications and suitable work experience, deemed to be appropriate by the University of Canberra. Students with a minimum of five years experience at a management level with a local government or other relevant organisation may be deemed eligible for admission.

Advanced Standing:

Advanced standing will be granted if participants have completed a Senior Management Course with the ACLRGS since 1990 or posses other equivalent national or international qualifications. In these cases a short residential course plus an additional assessable project must be undertaken in order to complete the requirements of the program.

Course Requirements:

The course consists of three units (totalling 12 credit points), of which two will be core units.

Core units

4537
: Regional and Local Management G1 (Planning)

This unit provides the basic tenets and skills required for planning the development of local government and regionally-based administrative units.

4538
: Performance and Evaluation Management G

This unit will provide students with training in human resource management and evaluation techniques, both quantitative and qualitative. In particular, concepts such as benchmarking, continuous improvement and quality assurance will be applied to actual case studies.

Elective Units

One unit to be chosen from:

4536
: Contemporary Issues in Regional Administration and Local Government G

4540
: Comparative Regional and Local Government Studies G

4539
: Regional Development G

4541
: Regional and Local Management G2

Further Information:

For further information on availability, course fees, course details and scholarships, contact the Course Co-ordinator, (06) 201 2974

Facsimile: (06) 201 5108.

University of Canberra, AUSTRALIA

1997 HANDBOOK

Graduate Diploma in Administration (053)

This course is designed to help individuals as they progress in their careers, especially public sector careers, to move away from areas of initial specialisation towards those involving managerial and administrative functions. The approach is both conceptual and practical: an important aim is to offer graduates in fields other than administration the opportunity to immerse themselves in recent developments in administration and its associated fields.

The course is intensive, involving a serious commitment of time and intellectual effort. The teaching schedule has been devised to meet the needs of part-time students, and involves attendance at lectures, tutorials, seminars, and workshops, mostly held in the evenings, over two or sometimes three days each week.

It also provides a launching ground for students embarking on the Master of Public Administration (MPA) program. The graduate level units from this diploma serve as the first formal year of study for the masters course. Entry into the masters level will be subject to satisfactory academic progress, that is at least two credit level passes at the graduate diploma level of the program.

Course Duration:

The course is designed primarily for part-time students, who are normally expected to complete in three semesters; however, full-time study is also possible with completion expected in two semesters.

Admission Requirements:

Applicants must have a degree or an award that, in the opinion of the University Academic Board, is the equivalent of a degree conferred by a tertiary institution recognised by the Board. In addition to holding a degree or an equivalent award, candidates should also have not less than two years of relevant work experience prior to admission.

Course Requirements:

Satisfactory completion of at least 24 credit points (six units of 4 credit points each) as follows

(a) 3 required units totalling 12 credit points; and

(b) 3 elective units totalling 12 credit points.

Status/Exemption:

Students may be granted status/exemption for up to three relevant units based on studies in uncompleted graduate awards in Australian tertiary institutions or their equivalent, but not otherwise. Where students have undertaken equivalent units for completed programs, they should select substitute units from the electives listed above. This is of particular relevance for core units.

Course Advice:

Students are recommended to seek advice from the course convener on academic questions relating to their study program.

Course Convener:

Dr Michael Jones 6D13 (06) 201 2742

Typical Full-time Course Structure: Graduate Diploma in Administration		
	Semester 1	Semester 2
YEAR 1	3960 Management and Organisation Analysis G 2 Electives	3942 Introduction to Planning and Policy G 3977 Public Administration G 1 Elective

Typical Part-time Course Structure: Graduate Diploma in Administration		
	Semester 1	Semester 2
YEAR 1	3960 Management and Organisation Analysis G 1 Elective	3942 Introduction to Planning and Policy G 3977 Public Administration G
YEAR 2	2 Electives	

Elective Units:

Any 3 of the following units:

4101 Communication for Management G1
3923 Development Management G
3924 Economics for Managers G
3925 Elements in Human Resource Management G
3929 Financial Management G
3932 Industrial Relations G
3947 Law in Administration G
3984 Management Information Systems G
3959 Managing Individual and Organisational Change G
3971 Organisational Behaviour G
3944 Research Methods G
3893 Strategic Business Planning G
3915 Women and Organisations G
4206 Women, Politics and Public Policy G

Other relevant units may be taken with the approval of the course convener, provided that no more than one unit is taken at undergraduate (3/6) level.

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Graduate Diploma in Applied Economics (090)

This course seeks to develop the economic analytical skills demanded of today's managers in both the public and private sectors.

Course Duration:

The course is normally completed over three to four semesters of part-time study, although full-time study is also possible.

Admission Requirements:

The course is generally available to applicants holding a bachelor degree or equivalent award from a recognised tertiary institution in a discipline other than economics. It may also be available to persons with an economics degree if such persons took their degree more than ten years ago and wish to refresh and extend their knowledge. Entry may be in either first or second semester, subject to the University's policy on admission.

Course Requirements:

Satisfactory completion of 6 semester units as follows:

(a) 3967 Microeconomics G and 3957 Macroeconomics G; and

(b) four elective units from the list below.

Course Advice:

Students are advised to consult with the course convener if they are in doubt about their study program.

Course Convener:

Mr James Hanratty 6D11 (06) 201 2175

Typical Part-time Course Structure: Graduate Diploma in Applied Economics		
	Semester 1	Semester 2
YEAR 1	3957 Macroeconomics G 3967 Microeconomics G	2 Electives
YEAR 2	2 Electives	

Elective Units:

Four units to be chosen from the following, subject to availability:

3922 Development Economics G
3923 Development Management G
3927 Environmental Resource Economics G
3938 International Economics G
3939 International Marketing G
3945 Labour Economics G
3958 Macroeconomics G2
3956 Macroeconomics G3
3960 Management and Organisational Analysis G
3961 Managerial Economics G
3962 Marketing G
3963 Marketing Management G
3968 Microeconomics G2
2396 Public Economics G
3979 Public Finance G
3975 Project Evaluation G

University of Canberra, AUSTRALIA

1997 HANDBOOK

Graduate Diploma in Employment Relations (328)

The Graduate Diploma in Employment Relations in the fields of Human Resource Management and Industrial Relations will provide students with an overview of the nature of the employment relationship in both its management initiated aspects and those aspects which are subject to regulation and negotiation. The course will also provide opportunities for further study of either the human resource aspects or the industrially regulated aspects of the relationship. Students will be able to choose to specialise in either human resource management or industrial relations after establishing a base of knowledge in both areas. The course will assist in the acquisition of the skills and knowledge required for the management, regulation and negotiation of the relationships between employees and management in the workplace.

Course Duration:

1 year full-time or equivalent part-time.

Admission Requirements:

Applicants should have completed an undergraduate degree in an Australian university or an equivalent qualification in a recognised tertiary institution. It will also be expected that applicants will have completed at least two years work experience in an area of activity related to the program. Applicants with extensive work experience related to the course or who have undertaken formal courses related to the areas covered in the course may also seek entry into the program, subject to the approval of the University's Admissions Committee.

Course Requirements:

The course will consist of six units of 4 credit point each; including

Core units for all students:

3925
Elements in Human Resource Management G
3932
Industrial Relations G
3951
Law of Employment G *or* 3912 Concepts and Elements in Law G (for students proposing to study additional law units)

For students desiring to deepen their study of human resource management, the following units would be undertaken:

3959
Managing Individual and Organisational Change G
3893
Strategic Business Planning G
Elective

For students wishing to specialise in regulated and negotiated aspects of the employment the following sequence would be followed:

3013
Issues in Industrial Relations G
3946
Labour Law G
3936
Injury and Safety Law G *or* 4644 Employment Discrimination and the Law G

For students wishing to undertake further study in industrial relations without necessarily undertaking additional law units, at least 12 credit points from the following:

3013
Issues in Industrial Relations G
4512
Industrial Relations Skills and Advocacy G
An approved elective

Variations from these patterns of study may be approved by the Faculty Board on the advice of the course convener.

Elective units:

3943
Introduction to Management G
3942
Introduction to Planning and Policy G
3971
Organisational Behaviour G
3960
Management and Organisational Analysis G
3013
Issues in Industrial Relations G
3946
Labour Law G
3936
Injury and Safety Law G
4644
Employment Discrimination and the Law G
3893
Strategic Business Planning G
3959
Managing Individual and Organisational Change G
3915
Woman and Organisations G
4206
Women, Politics and Public Policy G
3944
Research Methods G
3527
Research Methods in Human Resource Development G
3977
Public Administration G
3929
Financial Management G

Subject to prerequisites and corequisites the course convener may approve electives not listed above.

Course Convener:

Dr John O'Brien 7C9 (06) 201 2729

University of Canberra, AUSTRALIA

1997 HANDBOOK

Graduate Diploma in Legal Studies (018)

The Graduate Diploma in Legal Studies serves two purposes. It provides access to the Graduate Bachelor of Laws degree, admission to which requires a law major of six units. (See admission requirements for the LLB program.) The course may be completed by doing six units Law G1 to Law G6 inclusive.

The diploma also provides a qualification in law for professionals who do not practise law but require legal knowledge and skills. On this basis, it is designed to provide a thorough grounding in some law areas to persons who already hold a degree or equivalent qualification in some discipline other than law. This study of law at tertiary level is, however, recognised as a valuable training for those working or intending to work in both the public and private sectors.

The course aims to develop in graduate students an awareness of the nature and operation of the law and the legal system, and to provide those employed in government, the teaching profession and the private sector with a working understanding of areas of the law of particular vocational relevance.

Course Duration:

1 year full-time or equivalent part-time

Admission Requirements:

The course will be open to applicants holding a bachelor degree or equivalent other than in law from a recognised Australian tertiary institution. Students who hold a law degree from a foreign tertiary institution may also be permitted to undertake this course.

Course Requirements:

The course consists of 6 semester-long units (24 credit points) as follows

(a) 3 required units; and

(b) 3 elective units which may be chosen from any available law units offered in the University. This includes the units 1666 Deviance and Crime and 1372 Industrial Relations.

Course Advice:

Students who have not completed 3912 Concepts and Elements of Law G or its equivalent before being admitted to the course should enrol in it in the first semester of their study. Students are also encouraged to seek course advice from the course convener in the choice of electives.

Course Convener:

Mr Kam Kamarul 6C55 (06) 201 5770

Typical Full-time Course Structure: Graduate Diploma in Legal Studies ***(for students seeking to enter LLB program)***		
	Semester 1	Semester 2
YEAR 1	3870 Law G1: Introduction to Law (LLB) 3874 Law G5: Taxation (LLB) 3875 Law G6: Administrative Law (LLB)	3871 Law G2: Contract (LLB) 3872 Law G3 :Business Transactions (LLB) 3873 Law G4: Corporations (LLB)

Typical Part-time Course Structure: Graduate Diploma in Legal Studies ***(for students pursuing the non-professional diploma program)***		
	Semester 1	Semester 2
YEAR 1	3912 Concepts and Elements of Law G* 3910 Commercial Law G1*	Elective (eg 0130 Commercial Law G2) Elective (eg 4644 Employment, Discrimination and the Law G)
YEAR 2	3954 Legal Theory G* (year-long) Elective (eg 3894 Administrative Law G)	

*or other units in lieu as approved by the course convener if the content of any one or more of these units has been covered in previous study.

University of Canberra, AUSTRALIA

1997 HANDBOOK

Graduate Diploma in Management Sciences (346)

The course is offered jointly with the Faculty of Information Sciences and Engineering.

The course is designed to help graduates acquire knowledge and skills in the major areas of management sciences: accounting, administration, computer management, economics and quantitative techniques.

The course is subsumable with the degree of Master of Business Administration. Students wishing to proceed to the MBA should seek advice from the MBA course convener.

Course Duration:

1 year full-time or equivalent part-time

Admission Requirements:

A first degree or equivalent qualification from an approved tertiary institution.

Course Requirements:

Satisfactory completion of at least 24 credit points from six required units.

Status/Substitutions:

Up to three units of status may be allowed for appropriate studies not counted towards another degree. Where students already have an adequate grasp of the subject matter of a unit from previous studies, substitutions must be made from the list of approved elective units.

Course Advice:

Students are encouraged to seek course advice from the course convener so as to ensure that correct substitutions are made.

Course Convener:

Mr James Hanratty 6D11 (06) 201 2175

Typical Full-time Course Structure: Graduate Diploma in Management Sciences		
	Semester 1	Semester 2
YEAR 1	4220 Accounting MBA 3984 Management Information Systems G 3889 Quantitative Methods G	4221 Business Finance MBA* 3969 Microeconomics MBA G 3508 Computer Models for Business Decisions M

*prerequisites are 0608 Quantitative Methods G and 4220 Accounting MBA

Students who have studied the majority of the content of any of the above units in their undergraduate degree will substitute from the following list, plus any other units which may be authorised by the Deans of the Faculties of Management and Information Sciences and Engineering. Substitutions for not more than of two units may be permitted.

3925 Elements in Human Resource Management G
3926 Emerging Issues in Human Resource Management G
3932 Industrial Relations G
3943 Introduction to Management G
3713 Japanese for Business G
3948 Law of Business Decisions M
3957 Macroeconomics G
3960 Management and Organisational Analysis G
3959 Managing Individual and Organisational Change G
3964 Marketing MBA
3971 Organisational Behaviour G

University of Canberra, AUSTRALIA

1997 HANDBOOK

Graduate Diploma in Marketing (279)

This is a full-fee paying course. The course is designed to provide managers with the marketing skills which are essential if companies are to thrive in today's competitive environment.

Course Duration:

The course is designed to be taken on a part-time or full-time (one year) basis.

Admission Requirements:

The course is available to applicants holding a bachelor degree or equivalent award in a discipline other than marketing from a recognised tertiary institution in Australia or overseas.

Course Requirements:

Satisfactory completion of six graduate level units (five of which are required units).

Course Advice:

Students are encouraged to seek course advice from the course convener if in doubt about their study program.

Course Convener:

Ms Petra Bouvain 6D26 (06) 201 2335

Typical Part-time Course Structure: Graduate Diploma in Marketing Note: Where the content of a required unit has been substantially covered by previous studies, it will be necessary to substitute in its place a unit chosen from the elective list below.		
	Semester 1	Semester 2
YEAR 1	3924 Economics for Managers G 3962 Marketing G	3939 International Marketing G 3963 Marketing Management G
YEAR 2	4484 Marketing Research Methods G Elective	
Typical Full-time Course Structure: Graduate Diploma in Marketing		
YEAR 1	3924 Economics for Managers G 3962 Marketing G 3939 International Marketing G	3963 Marketing Management G 4484 Marketing Research Methods G Elective G

*Electives

4534
Consumer Behaviour G
4361
Special Areas of Marketing G
4355
Marketing Law G#

plus any other units approved by the Course Convener.

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Degree of Master of Arts in Administration (by research) (049)

This course is designed to provide to postgraduate scholars an opportunity to pursue in advanced level research into organisational, administrative or policy-related matters. Although this award is primarily a degree by thesis, coursework is also required. Guidelines are available to allow students who can demonstrate superior research ability to convert from the Master of Arts in Administration (MAA) enrolment to the Faculty PhD program.

Course Duration:

2 years full-time or equivalent part-time.

Admission Requirements:

The requirements for admission to the Master of Arts in Administration program are

(a)
a good first degree;

(b)
academic preparation in administration, and related disciplines;

(c)
normally, not less than two years of work experience; and

(d)
evidence of research capacity.

Course Structure:

Satisfactory completion of 48 credit points. The program for the MAA is arranged in two segments as follows:

Preliminary: An approved program of units taken from the Graduate Diploma of Administration and Master of Public Administration programs to satisfy admission requirements. (Note: a well-prepared student may win exemption from part or all of this requirement. Status may be given for up to 16 credit points subject to the approval of the Masters Courses Committee.)

Core:
Unit 3944 Research Methods G (4 credit points) is a compulsory unit for all candidates including those granted status.

Unit 4429 [or 4428 (full)] Administration Thesis M (32 credit points).

The choice of preliminary units will be approved for individual students by the course convener to ensure that they are adequately prepared in administration-related disciplines. Details of these units and the compulsory unit 3944 Research Methods G are provided in the Handbook and in the unit descriptions.

Thesis Requirement: The unit 4429 [or 4428 (full)] Administration Thesis M (32 credit points), requires completion under supervision of a substantial thesis of about 50,000 words in length. The thesis will be based on an investigation into an approved administration topic. The credit point allocation indicates that it is expected the thesis work will require a minimum of two to three semesters of research and writing under appropriate supervision.

Intending students should note that there may be some variation to the course requirements shown above. Further information is available from the course convener.

Course Advice:

Students are encouraged to seek as early as possible the advice of the course convener in the selection of preliminary units. Program approval must be continued at the time of formal application.

Course Convener:

Professor John Halligan 6D4 (06) 201 2725

University of Canberra, AUSTRALIA

1997 HANDBOOK

Degree of Master of Business Administration (by coursework) (118)

The Master of Business Administration (MBA) course is based on coursework, is practically-oriented and is presented in a range of teaching formats covering lectures, tutorials, seminars and case studies.

The objectives of the course are

- to provide for graduates a professional masters degree level course in business administration;
- to equip graduates with a theoretical and practical education in business administration which will be relevant to both private and public sector employment;
- to meet the needs of full and part-time graduate students from Australia and the Asia-Pacific region who wish to pursue professional graduate studies in management.

The philosophy of teaching at the masters degree level is to develop the basic intellectual and technical capacities needed to be effective top level managers. Students acquire a repertoire of knowledge, attitudes and practical skills in areas such as economics, accounting, finance, marketing, human resource management, business law and labour relations, which enables them to identify and evaluate alternatives and to make and implement business decisions.

Course Duration:

2 years full-time or 3 years part-time

Admission Requirements:

Applicants must have a degree or an award that, in the opinion of the University's Academic Board, is the equivalent of a degree conferred by a tertiary institution recognised by the Board. In addition to holding a degree or an equivalent award, candidates should also have not less than two years full-time or equivalent part-time relevant work experience prior to admission. There is no GMAT requirement.

Course Requirements:

Students must obtain 48 credit points to complete the course. The academic program for students will be determined jointly by the University and the student and will be tailored to the interests and academic background of the student.

In the first full-time year students are required to complete:

24 credit points obtained from six required graduate level units.

In the second full-time year the program requires:

24 credit points obtained from: two required Masters level units; and four units selected from a range of elective Masters level units or two units and a dissertation equivalent in value to two semester units. Students who successfully complete the ACT Enterprise Workshop Program or the Australian Rural Leadership Program qualify for two M level electives as status.

MBA (Corporate Governance): It is possible to undertake a specialised MBA with a focus upon corporate governance in the second year of the full-time MBA course.

Status:

The Faculty will consider granting credit for equivalent MBA units from incompleted courses at other tertiary education institutions.

In the case of units which have been completed in undergraduate courses, Faculty policy is to recognise those which cover areas similar to MBA units but to require that students substitute other units in their MBA so that it will always be the case that 48 credit points are needed to complete the course.

Course Advice:

Students are encouraged to seek course advice from the course convener in the selection of electives.

Course Convener:

Mr James Hanratty 6C11 (06) 201 2175

Typical Full-time Course Structure: Master of Business Administration		
	Semester 1	Semester 2
YEAR 1	4220 Accounting MBA 2817 Organisational Behaviour G 0608 Quantitative Methods G	4221 Business Finance MBA 3948 Law of Business Decisions M 3969 Microeconomics MBA G
YEAR 2	3908 Business Ethics M Masters Elective 1* Masters Elective 2*	3505 Strategic Management M Masters Elective 3* Masters Elective 4*
Typical Part-time Course Structure: Master of Business Administration		
YEAR 1	4220 Accounting MBA 0608 Quantitative Methods G	3948 Law of Business Decisions M 3969 Microeconomics MBA G
YEAR 2	2817 Organisational Behaviour G Masters Elective 1*	4221 Business Finance MBA Masters Elective 2*
YEAR 3	3908 Business Ethics M Masters Elective 3*	4223 Strategic Management M Masters Elective 4*

*Masters Electives

4222
Accounting for Planning and Control (MBA)
3894
Administrative Law G
3901
Advanced Corporation Law M
3897
Advanced Taxation PG1
4227
Business Dissertation M
3876
Commercial Law M1
3877
Commercial Law M2
3878
Commercial Law M3
3508
Computer Models for Business Decisions M
3444
Construction Economics (MBA)
3445
Construction Management (MBA)
3868
Corporate Governance M
3887
Corporate Planning Techniques M
3931
Human Resource Management M
3935
Industrial Relations M
3937
International Finance MBA
3939
International Marketing G
3941
International Trade Law M
3964
Marketing MBA
4585
Marketing Management M
4224
Portfolio Theory and Investment Analysis M
3934
Restrictive Trade Practices Law M
3920
Securities Regulation M
4161
Value Management MBA

Master of Business Administration (Corporate Governance Specialisation)

The Faculty of Management also offers an approved MBA specialisation in the field of corporate governance. This program requires students to undertake a specialised sequence of units in the second year of their MBA studies, including a short dissertation of about 10,000 words on a corporate governance topic. Compulsory units in the program include:

tba
Business Ethics MBA
tba
Strategic Management MBA

Students will be able to choose electives from:

3868
Corporate Governance M
3920
Securities Regulation M
4384
Corporate Finance Law M
3941
International Trade Law M
3934
Restrictive Trade Practices M
3901
Advanced Corporation Law M

Students seeking information about this specialisation should contact the course convener.

Course Convener for MBA (Corporate Governance Specialisation):

Professor Roman Tomasic 6C42 (06) 201 5783

University of Canberra, AUSTRALIA

1997 HANDBOOK

Degree of Master of Corporate Law (by research) (255)

The course seeks to provide a research-based masters degree in the broad area of corporate law. The degree may be taken with honours.

Course Duration:

The duration of the course will usually be 24 months of full-time study or 48 months of part-time study, where a person holds a three-year bachelor degree. Where a person holds a four-year degree in law or a Graduate Diploma in Legal Studies (or its equivalent), the degree can be completed in one year of full-time study or in two years of part-time study. In these cases, advanced standing may be granted for up to six graduate level units. Extensions of the period of candidature may be available in some cases. In addition, it may be possible to obtain an "intermission" or leave of absence.

Admission Requirements:

Admission to the course is open to graduates in any area. The undergraduate degree, or such other equivalent qualification, must have been completed at the credit average standard or above.

Course Requirements:

Candidates for the award with honours are required to satisfactorily complete a thesis (48 credit points) of about 60,000 words. For the pass option, the degree is completed by a dissertation (32 credit points) and appropriate masters level coursework or equivalent (16 credit points). A maximum of six such masters (M) level units in law may be taken. Where six units are taken, the length of the dissertation will be reduced accordingly. Students are urged to undertake the year-long unit 4510 Advanced Legal Research and Writing M (8 credit points).

Intending students should note that there may be some variation to these course requirements. Further information is available from the course convener.

Course Convener:

Mrs Keturah Whitford 6C58 (06) 201 5771

University of Canberra, AUSTRALIA

1997 HANDBOOK

Degree of Master of Employment Relations (by coursework) (326)

The masters degree course in employment relations will provide opportunities for students to undertake advanced study in human resource management and industrial relations. This will be achieved through both coursework and a substantial research dissertation of up to 40,000 words in the area of employment relations.

Course Duration:

1 year full-time or equivalent part-time after completion of graduate level studies in employment relations.

Admission Requirements:

Normally students entering this course will have completed the requirements for the award of a Graduate Diploma in Employment Relations or in Human Resource Management or in Industrial Relations at the University of Canberra. Applicants with equivalent graduate level qualifications in the area of employment relations from the University of Canberra or another tertiary institution may also seek entry into the course.

Course Requirements:

The course will consist of two 4 credit point units and a dissertation of 16 credit points.

Coursework component

4520
: Research Methods M

4513
: Issues in Workforce Management M

Students may undertake a substitute M level unit in an area related to employment relations with the agreement of the course convener.

Research Dissertation

The principal activity at the M level will be the completion of a substantial research dissertation of up to 40,000 words on a topic approved by the course convener.

Course Convener:

Dr John O'Brien 7C9 (06) 201 2729

University of Canberra, AUSTRALIA

1997 HANDBOOK

Degree of Master of Laws (by coursework) (303)

The course provides a coursework-based masters degree in law.

Course Duration:

The duration of the course will usually be 24 months of full-time study or 48 months of part-time study, where a person holds a Bachelor of Laws degree. Extensions of the period of candidature may be available in some cases. In addition, it may be possible to obtain an "intermission" or leave of absence.

Admission Requirements:

Admission to the course is open to law graduates or the holders of equivalent qualifications. Applicants for the course may be admitted to the program provided that they have completed their undergraduate course, or equivalent, at the credit average standard or above. Bachelor of Laws graduates may be granted advanced standing for up to six graduate (G) level units (or up to 24 credit points).

Course Requirements:

Candidates for the award must obtain 48 credit points of which at least 24 credit points must be from approved graduate level units and up to 24 credit points from masters level units as follows:

(i)
Up to 24 credit points from the following graduate level units:

3894
Administrative Law G
3898
Advanced Administrative Law G
3900
Advanced Corporation Law G
3896
Advanced Revenue Law G
3909
Civil Rights G
3913
Concepts and Elements of Law G
3912
Constitutional Law G
4644
Employment Discrimination and the Law G
3928
Family Law G
3936
Injury and Safety Law G
3940
International Trade Law G
3946
Labour Law G
3949
Law of Business Transactions G
3950
Law of Communications G
3870
Law G1 : Introduction to Law
3871
Law G2 : Contract
3872
Law G3 : Business Transactions
3873
Law G4 : Corporations
3874
Law G5 : Taxation
3875
Law G6 : Administrative Law
3955
Legislative Processes G
3973
Planning and Environmental Law G
3976
Property Law G
3914
Trade Practices Law G

(ii)
At least 16 credit points from one or more of the following masters units:

3899
Advanced Administrative Law M
3901
Advanced Corporation Law M
3904
Advanced Taxation Law m
3908
Business Ethics M
3877
Commercial Law M2
3878
Commercial Law M3
3867
Corporate Crime M
3868
Corporate Governance M
3919
Criminology M
3941
International Trade Law M
3948
Law of Business Decisions M
3934
Restrictive Trade Practices M
3920
Securities Regulation M

(iii)
Master of Laws Dissertation. An 8 credit point dissertation unit in an approved area.

Course Structure:

Details are available from the course convener.

Course Convener:

Dr Tony Deklin 6C54 (06) 201 5769

University of Canberra, AUSTRALIA

1997 HANDBOOK

Degree of Master of Professional Accountancy (by coursework) (311)

The objectives of the course are

- to provide graduate students with an education designed to expand their vocational skills and to equip them for employment as accountants in commerce, government, industry and public practice;
- to provide graduates with the educational preparation required for entry to the professional accounting bodies;
- to provide an educational base which will facilitate career transition from a range of undergraduate specialisations to accounting and management, and
- to develop in graduate students a professional conscience so that they will accept responsibility for contributions to the solution of current and emerging problems in accounting.

Course Duration:

2 years full-time, 4 years part-time.

Admission Requirements:

The course is open to those who hold a bachelor degree, or its equivalent, in a discipline other than accounting, from a recognised tertiary institution. All students who complete the Graduate Diploma in Professional Accounting will be eligible for admission to the masters course.

Advanced Standing and Exemptions:

Where a student has already undertaken an equivalent unit (or other approved body of study) to any of the compulsory units, they should undertake such other relevant masters level units as recommended by the course convener. This provision would apply particularly to a graduate in economics or some other business major who may have studied two years of accountancy and finance at undergraduate level. Such a student may be exempted from Accounting M1 and M2 together with Finance M1. However, additional units from the group of approved electives must be completed so that the total number of units completed at graduate level remains at twelve.

Students who transfer from a partially completed equivalent graduate conversion program offered at another university (either at masters or graduate diploma level) are eligible to apply for advanced standing on the basis of their previous study. Normally such advanced standing will be available for a maximum of five units. No advanced standing will be granted for the unit 4527 Accounting Theory M.

Course Requirements:

Through appropriate choice of electives, the course can satisfy the academic requirements of the two professional accounting bodies.

Required Units:

3879
Accounting M1
3880
Accounting M2
3881
Accounting M3
3882
Accounting M4
3883
Accounting M5
3885
Finance M1
4527
Accounting Theory M
3876
Commercial Law M1
3877
Commercial Law M2

Elective Units:

3878 Commercial Law M3, and
Elective M1 (from 3924 Economics for Managers G, 3889 Quantitative Methods G, 3984 Management Information Systems G or another approved elective) and
Elective M2 (from 3924 Economics for Managers G, 3889 Quantitative Methods G, 3984 Management Information Systems G or another approved elective) depending on student background.

(48 credit points from 12 units)

Approved Electives:

4222
Accounting for Planning and Control MBA
3878
Commercial Law M3
3960
Management and Organisational Analysis G
3984
Management Information Systems G
3924
Economics for Managers G
4224
Portfolio Theory and Investment Analysis M
3889
Quantitative Methods G
0553
Programming Techniques G1
4223
Strategic Management M

Course Convener:

Professor Brian Andrew 6C16 (06) 201 2715

University of Canberra, AUSTRALIA

1997 HANDBOOK

Degree of Master of Public Administration (by coursework) (133)

The Master of Public Administration course is based mainly on coursework and is usually taught by Faculty staff members, supplemented where necessary by visiting lecturers. The course is presented in a combination of lectures, seminars and workshops.

The philosophy of teaching at the masters degree level is to develop the basic intellectual and technical capacities needed to be effective top level managers and executives. Students will acquire a repertoire of knowledge, attitudes and practical skills in areas such as public administration, economics, financial management, human resource management, policy analysis, politics, organisational analysis and industrial relations.

The aim of the course is to provide graduates with knowledge and skills required in the major areas of public management. Candidates learn about diverse organisational and policy problems and processes which are applicable to the increasingly complex managerial and political context in which they operate. They will also study contemporary issues in managing the changing public sector, and are expected to be able to relate course material to their work-place situations.

The Master of Public Administration course is designed for three types of students:

- Persons already employed by the ACT, State and Commonwealth governments who wish to advance to more senior levels within their services. For policy analysts the course offers both public policy and managerial contexts.
- Persons from outside government who are seeking either to enter the public sector or to acquire a fuller understanding of public management and policy.
- Persons from other countries seeking a postgraduate degree which concentrates on the development of management skills with a focus on comparative and international experience.

A key feature of the course is the wide range of options provided for persons seeking a specialisation in their chosen topic of study.

Course Duration:

2 years full-time or 3 years part-time

Admission Requirements:

Applicants must have a degree or an award that, in the opinion of the University Academic Board, is the equivalent of a degree conferred by a tertiary institution recognised by the Board. In addition to holding a degree or an equivalent award, candidates should also have not less than two years of relevant work experience prior to admission.

Course Requirements:

Students must obtain 48 credit points, over the duration of the course.

In the first full-time (or equivalent part-time) year students are required to complete:

> 24 credit points obtained from six graduate (G) level units, including three required units. The other elective units will be chosen in consultation with the Faculty and will be tailored to the interests and academic background of the student.

In the second full-time (or equivalent part-time) year the program requires:

> 24 credit points obtained from one required masters level unit and *either*: three M level units plus a two unit equivalent dissertation *or*; four M level units plus a one unit research essay *or*; five M level units.

Status:

The Faculty will consider granting status for equivalent MPA units from courses at other tertiary institutions. Applications for status should be addressed to University of Canberra Student Administration.

Specialisations:

Specific groups of elective units may be organised into specialisations; examples are given below.

Course Convener:

Dr Alan Jarman 6D1 (06) 201 2722

Typical Full-time Course Structure: Master of Public Administration		
	Semester 1	Semester 2
YEAR 1	3960 Management and Organisational Analysis G Graduate Elective 1 Graduate Elective 2	3977 Public Administration G 3942 Introduction to Planning and Policy G Graduate Elective 3
YEAR 2	3981 Public Sector Management M Masters Elective 1 Masters Elective 2	Masters Elective 3 4210 Administration Research Essay M and Masters Elective 4 *or* 4209 Administrative Dissertation M *or* Masters Elective 5
Typical Part-time Course Structure: Master of Public Administration		
	Semester 1	Semester 2
YEAR 1	3960 Management and Organisational Analysis G Graduate Elective 1	3977 Public Administration G 3942 Introduction to Planning and Policy G
YEAR 2	Graduate Elective 2 Graduate Elective 3	Masters Elective 1 Masters Elective 2
YEAR 3	3981 Public Sector Management M Masters Elective 3	4210 Administration Research Essay M and Masters Elective 4 *or* 4209 Administrative Dissertation M *or* Masters Elective 5

Specific groups of elective units may be organised into specialisation. The following illustrates some of the possibilities.

Development Administration

3922 Development Economics G
3923 Development Management G
3924 Economics for Managers G
3921 Development Administration M
3970 Organisation Design M
3978 Public Enterprise M

Government

3924 Economics for Managers G
3947 Law in Administration G
3977 Public Administration G
3970 Organisation Design M
3980 Public Policy Analysis M

Human Resource Management

3925 Elements of Human Resource Management G
3932 Industrial Relations G
3971 Organisational Behaviour G
3931 Human Resource Management M
3972 Organisational Culture M

Management

3924 Economics for Managers G
3929 Financial Management G
3960 Management and Organisational Analysis G
3931 Human Resource Management M
3970 Organisation Design M

Public Policy

3924 Economics for Managers G
3942 Introduction to Planning and Policy G
3930 Financial Management in Government M
3974 Policy/Program Evaluation M
3980 Public Policy Analysis M

University of Canberra, AUSTRALIA

1997 HANDBOOK

Degree of Doctor of Business Administration (325)

The professional doctorate course in business administration seeks to provide opportunities for advanced study and reflection on practice in the professional fields of economics, accountancy, finance and related fields. Such opportunities are to be provided for professionals of standing in a relevant profession who will be able to draw upon their professional experience and expertise and to extend this experience and expertise.

The Doctor of Business Administration course will allow students to develop relevant research skills through a carefully designed program supplemented by a dissertation and relevant choice of electives.

The objectives of the Doctor of Business Administration course are to enable practitioners to extend and build upon their professional experience through:

(a) the development of research, writing and analysis skills which enable students to produce a dissertation which constitutes an original and significant contribution to the relevant literature and/or to professional practice;

(b) coursework undertaken in specific subjects;

(c) the preparation of a substantial dissertation which adds to our existing knowledge and constitutes an in-depth investigation and analysis of a particular professional issue or set of issues; and

(d) bridging the gap between theory and practice by developing closer links between the University and senior professionals in fields associated with business, economics and related disciplines.

Admission Requirements:

Before a candidate will be admitted to the Doctor of Business Administration program by the University Higher Degrees and Scholarships Committee, the Faculty must be satisfied that it is able to supervise the candidate's proposed dissertation and that the candidate satisfies the following admission requirements:

(a) holds a bachelor degree in a relevant field which is of sufficient quality to gain entry into an honours program;

(b) has five years of professional practice in a relevant area;

(c) provides evidence of capacity for specialised coursework at the doctoral level and relevant professional development; and

(d) provides evidence of superior professional performance both intellectually and technically.

Course Duration:

The minimum period for completion of the degree will usually be three years of full-time study or its part-time equivalent. Maximum period of candidature is 5 years full-time, or equivalent part-time.

Advanced Standing:

Advanced standing, up to a value of 16 credit points, may be given for coursework units done previously and at the equivalent level of study, but not for the unit 4525 Preliminary Professional Project M.

Course Structure:

The course structure for the professional doctorate is comprised of two parts:

(i) completion of masters level coursework units (24 credit points) equivalent to one year of full-time study. This includes three compulsory units: Research Methodology (4 credit points), Business Research Methods (4 credit points), Preliminary Professional Project (8 credit points) and two electives (8 credit points).

(ii) completion of a dissertation of about 60,000 words comprising the equivalent of two years full-time and amounting to 48 credit points.

Academic and Research Structures:

Supervision of dissertations is undertaken by staff associated with the School of Accounting and Finance and the School of Economics, Banking and Marketing. There are currently two full-time professors who will be able to supervise students, together with a number of staff who hold PhD degrees and have substantial research records. A number of other staff who have substantial research records and professional experience will also be able to contribute to the supervision of Doctor of Business Administration students, either as primary or as secondary supervisors. See also `Library Facilities for Doctoral Students' in the General section of the Faculty's entry.

Course Convener:

Professor Brian Andrew 6C15 (06) 201 5153

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Degree of Doctor of Legal Science (323)

The professional doctorate course in legal science seeks to provide opportunities for advanced study and reflection on practice in the professional field of law. Such opportunities are to be provided for professionals of standing in the legal profession who will be able to draw upon their professional experience and expertise and to extend this experience and expertise.

The School of Law has particular teaching and research strengths in the areas of corporate, business and taxation law, although the course will allow students to focus upon a range of areas.

The objectives of the course are to enable legal practitioners to extend and build upon their professional experience through:

- the development of legal research, writing and analysis skills which enable students to produce a dissertation which constitutes an original and significant contribution to legal literature;
- coursework undertaken in specific subjects;
- completion of the research unit 4510 Advanced Legal Research and Writing M;
- the preparation of a substantial dissertation which adds to our existing legal knowledge and constitutes an in-depth investigation and analysis of particular legal issue or set of issues; and
- bridging the gap between theory and practice by developing closer links between the University and senior professionals in fields associated with law and related disciplines.

Course Duration:

The minimum period for completion of the degree will usually be three years of full-time study or its part-time equivalent. Maximum period of candidature is 5 years full-time, or equivalent part-time.

Admission Requirements:

Before a candidate will be admitted to the Doctor of Legal Science program by the University Higher Degrees and Scholarships Committee, the Faculty must be satisfied that it is able to supervise the candidate's proposed dissertation and that the candidate satisfies the following admission requirements:

(a) holds a bachelor degree in law or an equivalent qualification;

(b) has five years of professional practice in a legal area;

(c) can provide evidence of capacity for specialised coursework at the doctoral level and relevant professional development; and

(d) can provide evidence of superior legal professional performance both intellectually and technically.

Course Convener:

Professor Eugene Clark 6C41 (06) 201 5782

Course Structure:

The course structure for the professional doctorate in law is comprised of two parts:

(i) completion of the equivalent of six masters level coursework units (24 credit points) equivalent to one year of full-time study. This includes a compulsory year-long unit in 4510 Advanced Legal Research and Writing M (8 credit points). Advanced standing, up to a value of 16 credit points, may be given for units done previously and at the equivalent level of study.

(ii) completion of a dissertation of about 60,000 words comprising the equivalent of two years full-time study and amounting to 48 credit points.

Academic and Research Structures:

Supervision of dissertations is undertaken by staff associated with the School of Law. There are currently two full-time professors of law who will be able to supervise students. The appointment of two adjunct professors of law by the University and an honorary professor of taxation law has further augmented the ability of the School of Law to provide supervision for dissertations. A number of other staff will also be able to contribute to the supervision of professional doctorate students, either as primary or as secondary supervisors. See also `Library Facilities for Doctoral Students' in the General section of the Faculty's entry.

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Degree of Doctor of Public Administration (324)

The professional doctorate program in public administration provides opportunities for advanced study and reflection on theory and practice in the professional field of public administration. These opportunities are provided for professionals of standing in public administration who will be able to draw on and extend their professional experience and expertise. The program is a combination of coursework and research dissertation.

Course Duration:

Candidature may be undertaken on a full-time or part-time basis. The maximum period of candidature is five years full-time or its part-time equivalent.

Admission Requirements:

Admission to candidature may be granted to applicants holding a degree of bachelor with honours (or its equivalent) in a relevant professional field and five years professional practice in public administration following a first degree. Candidates should also demonstrate the capacity to undertake specialised study at doctoral level and superior professional performance both intellectually and professionally.

Course Convener:

Professor John Halligan 6D4 (06) 201 2725

Course Structure:

The course structure for the professional doctorate in public administration is comprised of two parts:

(i) six postgraduate (masters level) coursework units equivalent to one year of full-time study and amounting to 24 credit points. These units are of two types: two specially designed compulsory units; four existing masters level units in public administration.

(ii) a dissertation of approximately 60,000 words, equivalent to two years of full- time study and amounting to 48 credit points.

Academic and Research Structure:

The School of Administrative Studies in the Faculty of Management has a long-standing reputation both in Australia and overseas as a centre of research excellence in public administration. The Faculty is also the location of the active and productive Centre for Research in Public Sector Management (CRPSM). Members of the Faculty and CRPSM pursue a range of research and consultancy specialisations and have experience both in Australia and overseas. Canberra also boasts excellent library facilities while its position as the centre for the Commonwealth government is an added advantage for students of public administration. See also `Library Facilities for Doctoral Students' in the General section of the Faculty's entry.

University of Canberra, AUSTRALIA

1997 HANDBOOK

Degree of Doctor of Philosophy (244)

The Faculty offers PhD program in the fields of corporate law and public sector management.

Corporate Law Specialisation

The doctoral program in law has a particular focus upon corporate law and related professional problems. Candidates for the degree are required to undertake an original and sustained piece of research which contributes to a particular field of legal knowledge in this broad area.

Course Duration:

Candidature may be undertaken on a full-time or on a part-time basis. The minimum period of candidature is three years of full-time study, or part-time equivalent. The maximum period is five years of full-time study. The course may be completed in two years subject to the granting of status.

Admission Requirements:

Admission to candidature may be granted to students holding a bachelor degree with upper second class or first class honours, a masters degree or equivalent qualifications. The course convener should be consulted in regard to candidates who do not meet these criteria. Before a candidate will be admitted into the program by the University Higher Degrees and Scholarships Committee, the Faculty must be satisfied that it is able to supervise the candidate's proposed thesis and that the candidate has sufficient prior research experience to allow her/him to complete the thesis. Candidates who have been admitted into the program will be required to deliver a work-in-progress seminar during the first year of their candidature before this candidature is confirmed.

Course Convener:

Professor Roman Tomasic 6C42 (06) 201 5783.

Course Structure:

There is no coursework component. Students will be required to write a thesis of about 100,000 words. Where the Faculty believes that a student would benefit from undertaking a course in research methods, it may recommend that such a course be made a condition of candidature, in addition to the thesis requirement. Students enrol in the unit 4098 Doctoral Thesis in Corporate Law D (full-time) or 4099 Doctoral Thesis in Corporate Law D (part-time).

Academic and Research Structures:

Staff in the School of Law are especially interested in the supervision of topics and the area of corporate law having a law reform, comparative legal theory or legal policy dimension. Some limited research support is available to candidates from the National Centre for Corporate Law and Policy Research, located within the Faculty.

Some of the nation's major legal research collections are to be found in Canberra. These include the resources of the National Library and other more specialist departmental, judicial and institutional law libraries distributed around Canberra and accessible through the University of Canberra Library. See also `Library Facilities for Doctoral Students' in the General section of the Faculty's entry.

Public Sector Management Specialisation

This program is designed to promote original research at the doctoral level in the field of public sector management. Doctoral candidates are expected to make a significant contribution to knowledge or understanding and/or the application of knowledge within the field of public sector management.

Course Duration:

The minimum period for completion of the degree will usually be three years of full-time study or its part-time equivalent. Maximum period of candidature is 5 years full-time, or equivalent part-time.

Admission Requirements:

Admission to candidature may be granted to students holding a bachelor degree with first class or upper second class honours, a masters degree or equivalent qualifications. Applicants must be able to provide evidence of research experience, which may be shown by reference to prior studies, the completion of a higher degree involving research, publications, and/or other relevant evidence.

Course Convener:

Professor John Halligan 6D4 (06) 201 2725

Course Structure:

There is no compulsory coursework component for the doctoral degree although students may be required or recommended to take or monitor certain taught graduate or masters level units if these are appropriate. Students enrol in the unit 4106 Doctoral Thesis in Public Sector Management D (full-time) or 4107 Doctoral Thesis in Public Sector Management D (part-time).

The doctoral degree is awarded entirely on the basis of the doctoral thesis. Current candidates are researching Australian-focused topics which include the development of professional managers, organisational development in mega-departments and local government reform. The School of Administrative Studies and the Centre for Research in Public Sector Management also have strong interests in comparative and development administration, and have doctoral candidates currently researching urbanisation and housing policy in Tanzania, foreign aid policy in Thailand and public sector management in Nauru.

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Accounting

Faculty of Management

Co-ordinator:
Mrs Judy Paterson
6C9
(06) 201 2019

3606 Accounting Theory and Practice
3869 Accounting Information Systems 1

and any two of the following:
4145 Financial Reporting
4146 Managerial Accounting
4202 Auditing
4203 Corporate Finance

and, depending on prerequisites and availability, any two of the following:
2480 Accounting for Management Control
4353 Advanced Auditing
4148 Advanced Financial Reporting
4147 Advanced Managerial Accounting
2482 Issues in Small Business
4204 Portfolio Theory and Management

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Administration

Faculty of Management

Enquiries:
Dr Gwyn Singleton
6D33
(06) 201 2687

This major provides students with knowledge, theory and skills in the basic areas of administration. Opportunities are also available for those students wishing to pursue specialist interests in the field of administration.

either **General List**
4207 Introduction to Management
3609 Organisational Behaviour
3610 Planning and Decision Making
3607 Introduction to Public Administration
4208 Theory of Organisations
3636 Selected Managerial Skills

or **Public Administration-related**
4207 Introduction to Management
3609 Organisational Behaviour
3610 Planning and Decision Making
3607 Introduction to Public Administration

and two of:
3494 Administrative Decentralisation
3495 Development Administration

or **Policy-related**
4207 Introduction to Management
3609 Organisational Behaviour
3610 Planning and Decision Making
3607 Introduction to Public Administration
3496 Public Policy 1
3500 Public Policy 2

Note: 2438 Australian Welfare State, or 3498 Government/Business Relations, or 1485 Women and Organisations or 3588 Women, Politics and Public Policy or other specialised administration or policy units may be substituted for one of the above.

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Applied Linguistics

Faculty of Education

Co-ordinator:
to be advised

The Faculty of Education offers a major sequence in Applied Linguistics. This aims to offer students a sound background in the application of linguistic research and theory to a range of practical problems in communication, language teaching and general education.

Two required units

2569 Introduction to Linguistics
2571 Language Culture and Society

Four other units with at least one selected from both Group A and Group B.

Group A
2857 Discourse Analysis
2859 Grammar and Communication
2570 Language Change
3835 Language Planning
2576 Phonetics and Phonology
2578 Special Studies in Applied Linguistics A

Group B
1757 TESL 1
2858 Language Tests: Design and Production
2860 Psycholinguistics
2856 TESOL Methodology (double unit)
1758 TESL 2
2579 Special Studies in Applied Linguistics B

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Applied Physics

Faculty of Information Sciences and Engineering

Co-ordinator:
Associate Professor John Rayner
11A17
(06) 201 2413

This major is intended for students with an interest in the physical sciences and is particularly appropriate for students of secondary science education in physics and mathematics.

3204 Engineering Physics 1 (year-long)
Physics BO1 (ANU)
Physics BO4 (ANU)
4631 Electromagnetic Waves (year-long)

Note 1: Units in physics have mathematics prerequisites. The following units of study need to be incorporated within the program of a student intending to complete this major: 4274 Mathematics 1/2 (year-long), 4456 Mathematics 3, 4457 Mathematics 4.

Note 2: Students should note that it is not possible to achieve the prerequisites of a level 5/6 unit with units solely from within this discipline as additional units in mathematics are required.

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Applied Psychology

Faculty of Applied Science

Co-ordinator:
Professor Marie Carroll
3B22
(06) 201 2535/2653

Non-accredited Studies

Students who do not wish to undertake the APS-accredited course in Psychology, but who seek a non-accredited major or minor sequence in Psychology, may still do so. A major involves Psychology 101 or 102 plus 5 other psychology units. A minor involves Psychology 101 and/or Psychology 102 plus 2 other psychology units. The majors are in the areas of Health and Organisational Psychology; the minors are in the areas of Health, Organisational, and Sports Psychology.

Majors in Psychology are

(a)
Health Psychology

4309 Psychology 101 : Introductory Psychology 1
and
4310 Psychology 102 : Introductory Psychology 2
4314 Psychology 204 : Health Psychology
4311 Psychology 201 : Individual Differences
4316 Psychology 302 : Psychopathology
4318 Psychology 304 : Cognitive Psychology

(b)
Organisational Psychology

4309 Psychology 101 : Introductory Psychology 1
and
4310 Psychology 102 : Introductory Psychology 2
4313 Psychology 203 : Social and Developmental Psychology
4312 Psychology 202 : Experimental Psychology
4317 Psychology 303 : Organisational Psychology
4318 Psychology 304 : Cognitive Psychology

Minors in Psychology are:

(a)
Health Psychology

4309 Psychology 101 : Introductory Psychology 1
and/or
4310 Psychology 102 : Introductory Psychology 2
4314 Psychology 204 : Health Psychology
4316 Psychology 302 : Psychopathology

(b)
Organistaional Psychology

4309 Psychology 101 : Introductory Psychology 1
and/or
4310 Psychology 102 : Introductory Psychology 2
4313 Psychology 203 : Social and Developmental Psychology
4317 Psychology 303 : Organisational Psychology

(c)
Sport Psychology

4309 Psychology 101 : Introductory Psychology 1
and/or
4310 Psychology 102 : Introductory Psychology 2
1715 Measurement and Statistics for Sport
1167 Psychology of Sport

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Biology and the Environment

Faculty of Applied Science

Co-ordinator:
Associate Professor John Dearn
3C42
(06) 201 2237

The Resource and Environmental Science Program offers a six unit major that introduces students to the study of biology with a particular emphasis on ecology, evolution and biodiversity. Students will learn how an understanding of ecological principles can be used in the management of natural resources.

0483 Concepts in Biology
0623 Plants and Animals
3674 Biological Diversity *or* 0226 Ecology
0627 Genetics
3673 Resource and Environmental Management (year-long)

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Chinese

Faculty of Communication

Co-ordinator:
Associate Professor Michael Sawer
1C163
(06) 201 5192

To enter the Chinese major no previous knowledge of Mandarin Chinese (Putonghua) required. But students who do have some previous knowledge may be able to enter the course at a higher level and should consult with the lecturer in charge.

The primary goal of this major is to develop students' Mandarin Chinese language communication skills so that they can apply them effectively in Chinese-speaking contexts. The second aim is to develop their cultural awareness of Chinese-speaking societies.

Since Mandarin Chinese is the standard language of several of the world's major and rapidly growing economies. It has enormous importance to Australians. The practical knowledge and skills gained from this major will allow students to exploit their professional skills within the broader international context and to expand their career prospects accordingly.

4282 Chinese 1 : Language and Culture
0660 Chinese 2
3767 Chinese 3/4 (year-long)
3768 Chinese 5/6 (year-long)

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Communication

Faculty of Communication

Program Director:
Associate Professor John Penhallurick
1C144 (06) 201 2346

4014 Introduction to Communication
4013 Communication Traditions

plus two of the following year-long units or pairs of units:
4464 Creative Communication
3739 Organisational Communication
4057 Communication and Continuing Crises (semester-long)
3743 Political Communication
3737 Mass Communication

Special Studies Pair
1135 Special Studies in Communication A
2427 Special Studies in Communication B

Note: It is expected that there will be some change in the Communication Core units available when the New Academic Program commences in 1997.

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Computing

Faculty of Information Sciences and Engineering

Elective major sequences are provided in:

- Information Systems
- Computer Programming
- Computer Hardware/Software Engineering

Co-ordinator (Information Systems):
Ms Penny Collings
11C51
(06) 201 2423

The following recommended sequence in *Information Systems* comprises 22 credit points:

1444 Basic Information Systems
0005 Computers and Computing
1414 Information Systems 1
0306 Information Systems 2
0234 Project Management
and one unit from:
tba General Systems Theory
0284 Information Systems 3
tba Information Systems Management

Co-ordinator (Computer Programming):
Dr Jan Newmarch
11C20
(06) 201 2422

The following sequence in *Computer Programming* comprises 22 credit points. The sequence also requires either 4470 Computing Mathematics 1 or 4274 Mathematics 1/2, to be studied:

4478 Introduction to Information Technology
4483 Software Technology 1
4482 Software Technology 2
4481 System Software
4604 Object Oriented Software Design
and one or more units from:
4003 Machine Intelligence
4473 Distributed Systems Technology
4602 Languages and Compilers

Co-ordinator (Computer Hardware/Software Engineering):
Associate Professor Brian Stone
11C14
(06) 201 2418

The following recommended sequence in *Computer Hardware/Software Engineering* comprises 22 credit points.

Prerequisites are:
for the *hardware stream* - 4274 Mathematics 1/2
for the *software engineering stream* - either 4470 Computing Mathematics 1 or 4274 Mathematics 1/2:

4331 Computer Engineering 1
4469 Computer Engineering 2

and one of the following two choices:

hardware stream
4624 Computer Architecture and Implementation
4600 Digital Communication Networks

software stream
4625 Computer Engineering 3

Note 1: Students in courses already containing mathematics and/or electronics units may be able to take majors in computing other than those listed above. Details should be discussed with a Computing course adviser.

Note 2: Students interested in entering Information Technology Officer grades with the Australian Public Service should check with the Service on the acceptability of majors they may select.

Note 3: The choice between these three computing sequences, and the appropriate level of prior or corequisite mathematics study, should be discussed with course advisors from both the student's course area and from the School of Computing.

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Cultural and Heritage Studies

Faculty of Applied Science

Co-ordinator:
Dr Brian Egloff
7D17
(06) 201 2177

The Cultural Heritage Management program is offering a stream focusing upon cultural and heritage studies within an applied heritage science context. Students from other programs and faculties are invited to enrol in these units. It is advisable that you notify the lecturer in charge that you intend to enrol in the unit. Prerequisites are specified in the University of Canberra Handbook and may be waived at the discretion of the Lecturer. It is not necessary to take the units in the order listed below nor is it required that the student take all of the units. However you must discuss any deviations with the course convener (telephone (06) 201 2369).

2972 Concepts in Applied Anthropology
2440 Archaeology of Hunters and Gatherers
3572 Cultural Heritage Management
2871 Historical Cultural Landscapes
2984 Heritage Presentation and Interpretation
3039 Architectural Heritage *or*
3691 Heritage Conservation Project 1

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Cultural and Indigenous Studies

Faculty of Applied Science

Co-ordinator:
Dr Amar Galla
7C3
(06) 201 2199

The Cultural Heritage Management program is offering a six unit stream focusing upon cultural and Aboriginal studies within an applied heritage science context. Students from other programs and faculties are invited to enrol in these units. It is advisable that you notify the lecturer in charge that you intend to enrol in the unit. This will enable the lecturer to estimate the class size and quantity of teaching materials required. Prerequisites are specified in the University of Canberra Handbook. Under certain circumstances the prerequisites may be waived at the discretion of the Lecturer. Note that it is not necessary to take the units in the order listed below nor is it required that the student take all six units.

2972 Concepts in Applied Anthropology
2440 Archaeology of Hunters and Gatherers
2829 Aboriginal Society and Adaptation
2439 Aboriginal Material Culture
3667 Cross Cultural Heritage Management

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Economics

Faculty of Management

Enquiries:
Mr James Hanratty
6D11
(06) 201 2175

Either

0034 Macroeconomics 1
0020 Microeconomics 1

and four units from:
0892 Development Economics
0052 Environmental and Resource Economics
3639 Financial Institutions and Markets
0099 International Economics
0104 Labour Economics
0035 Macroeconomics 2
2397 Macroeconomics 3
0102 Managerial Economics
0498 Marketing
4076 Microeconomics 2
4214 Policy Issues in Microeconomics 1
4215 Policy Issues in Macroeconomics 1
1359 Project Evaluation
0101 Public Finance

or

3519 Economics 1A (year-long)

and four semester-equivalent units from:
0892 Development Economics
4213 Economics 2A
0052 Environmental and Resource Economics
2429 International Marketing
0104 Labour Economics
0498 Marketing
3249 Marketing Law (prerequisite unit is 0028 Concepts and Elements of Law)
1989 Marketing Management
3965 Marketing Research Methods
4214 Policy Issues in Microeconomics 1
4215 Policy Issues in Macroeconomics 1
1359 Project Evaluation
0101 Public Finance

Students with very good results in 3519 Economics 1A may be able to choose from additional units with the permission of the Head of Economics.

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Electronics

Faculty of Information Sciences and Engineering

Co-ordinator:
Associate Professor John Rayner
11A17
(06) 201 2413

This major is intended for students who wish to obtain a working knowledge of electronics within their main field of interest; for example, computing students with an interest in hardware or secondary education student with an interest in technology.

4332 Electronic Engineering 1 (year-long)
4475 Electronic Engineering 2 (year-long)
4632 Electronic Engineering 3 (year-long)

Note 1: Units in electronics have some mathematics prerequisites. The following unit needs to be incorporated within the study program of a student intending to complete this major:

4274 Mathematics 1/2 (year-long)

Note 2: Students should note that it is not possible to achieve the prerequisites of a level 5/6 unit in electronics with units solely from within this discipline as additional units in mathematics are required.

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Employment Relations

Faculty of Management

Co-ordinator:
Dr John O'Brien
7C9
(06) 201 2729

This major introduces students to issues and practical skills in human resource management and industrial relations. Additional units in legal and sociological aspects of employment relations allow students to follow particular interests and specialisations.

3432 Human Resource Management 1
3488 Human Resource Management 2
1372 Industrial Relations
3012 Issues in Industrial Relations

and any two from:
2617 Employment Discrimination and the Law
4205 Industrial Relations Workshop
2615 Injury and Safety Law
2613 Labour Law
3609 Organisational Behaviour
3431 Sociology of Work
1485 Women and Organisations

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Environmental and Analytical Chemistry

Faculty of Applied Science

Co-ordinator:
Associate Professor Bill Maher
3C34
(06) 201 2531 or
Dr Scot Chaston
3D49
(06) 201 2089

Environmental emphasis
1516 Chemistry 1A
1517 Chemistry 1B
1789 Analytical Chemistry
3317 Chemistry of the Environment
3065 Ecochemistry A6 (year-long)

Analytical/Clinical emphasis
1516 Chemistry 1A
1517 Chemistry 1B
2976 Human Biochemistry (year-long)
2986 Clinical Biochemistry (year-long) (1789 Analytical Chemistry is a prerequisite)

Analytical/Environmental emphasis
1516 Chemistry 1A
1517 Chemistry 1B
1789 Analytical Chemistry
3317 Chemistry of the Environment
3318 Advanced Analytical Chemistry
3065 Ecochemistry A6 (year-long) *or* 3238 Research Project in Applied Science (3)

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Geology/Earth Science

Faculty of Applied Science

Co-ordinator:
Dr Ken McQueen
3C43
(06) 201 2520

0959 Dynamic Earth
3681 Landscape Processes
3677 Sedimentary Environments or 3682 Earth Materials
3679 Australian Soils
3672 Land and Earth Resources (year-long)

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Health Education Studies

Faculty of Education

Co-ordinator:
Mr Chris Higgisson
5B74
(06) 201 2482

A cross-disciplinary sequence of six units may be constructed in a number of ways:

0007 Health Education Studies 1 (Health & Lifestyle)
0017 Health Education Studies 2 (Personal Relations and Family Health)

plus at least 2 from the following:
3439 Health Education Studies 4 (Mental Wellbeing)
0128 Health Education Studies 5 (Health, Work and Community)
1100 Health, Lifestyle and Education
1762 Human Sexuality
1619 School Health Promotion

(The unit 0118 Health Education Studies 3 is a quota unit. It could be available to students beyond the Bachelor of Applied Science in Health Education program, if places are available in the professional experience element).

In addition up to two units may be drawn from the supporting Biological Science Studies and Social Science Studies, if less than four units are chosen from the units listed immediately above.

Students may wish to select these remaining units to complete the major, as course advice suggests, from among the following examples:

A. Supporting Biological Science Studies
0483 Concepts in Biology
3071 Human Physiology and Anatomy 1 (other units as approved according to prerequisite requirements)

or

B. Supporting Social Science Studies
0715 Basic Sociology
0953 Social Research Methods
0716 Sociological Theory
0028 Concepts and Elements of Law
1868 Human Development: Lifespan
2436 Nature of Adult Learning
0123 Contemporary Aboriginal Societies (other units as approved according to prerequisite requirements)

or

A selection of one unit from each area to support the Health Education units.

University of Canberra,
AUSTRALIA

1997 HANDBOOK

History

Faculty of Communication

Co-ordinator:
Professor William Mandle
1C144
(06) 201 2035

The Faculty offers studies in history for students who wish to major in the discipline and for those who wish to broaden their courses by including elective units in history. The studies aim at the development of a knowledge and appreciation of the past and the fostering of a spirit of critical enquiry and a capacity to make sound historical judgements. Students will learn the skills and techniques appropriate to history as a rigorous intellectual discipline. Units are problem-oriented, and the approach is usually analytical, comparative and thematic.

The focus is on recent history and on issues relevant to the contemporary world. As far as possible, students are afforded opportunities in history units to pursue interests related to their other fields of study. Units in history may be taken as separate units, or as an elective sequence. Prerequisites in history are reduced to a minimum.

4286 Cultural History 1
4287 Cultural History 2
4288 Cultural History 3
4289 Cultural History 4
4290 Cultural History 5
4324 Cultural History 6

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Human Biology

Faculty of Applied Science

Co-ordinator:
Dr Peter Greenham
3D56
(06) 201 2536

0483 Concepts in Biology
3071 Human Physiology and Anatomy 1
2978 Human Physiology and Anatomy 2
3479 Science, Environment and Society or 0627 Genetics
4144 Nutritional Science
1494 Human Adaptation or 4142 Human Physiology and Anatomy 3

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Human Nutrition

Faculty of Applied Science

Co-ordinator:
Ms Vicki Deakin
3D4
(06) 201 2567

0483 Concepts in Biology
3071 Human Physiology and Anatomy 1
2978 Human Physiology and Anatomy 2
0758 Communication in Science *or*
1967 Pathobiology
4144 Nutritional Science
3315 Food Nutrition and Society

Note: successful completion of at least 6 credit points of Biochemistry and Human Physiology and Anatomy will meet the requirements for applying for entry into graduate level studies in nutrition in Australian Universities.

If any of the above units are already required as core subjects in the students *major*, they will *not* count towards a submajor.

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Human Resource Development/Adult Education

Faculty of Education

Co-ordinator:
Ms Barbara Chambers
5C61
(06) 201 5141

Students wishing to undertake an elective major in Adult Education Studies should be practising managers or teachers/trainers of adults, and must meet the normal prerequisite and corequisite requirements of the units. Prospective students must seek course advice from the course convener so that a major may be tailored to their needs.

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Information and Records Management

Faculty of Communication

Co-ordinator:
Ms Elaine Eccleston
1C107
(06) 201 2275

This major is offered jointly by the Office Management program and the Library and Information Studies Program.

It is designed to develop your ability to manage all aspects of electronic and paper-based records. It also provides a broad overview of archives and archives management.

The major consists of the following:

3757 Introduction to Information Management
3756 Information Management Planning
3763 Information Analysis
3758 Information Retrieval
3752 Management of Archives
3755 Advanced Information Management (1997)
4646 Electronic Records Management (1998)

Information and Records Management Minor
Four unit minor

The minor sequence in Information and Records Management will introduce students to concepts and principles of the broad issues involved in managing electronic and paper-based records in today's organisations.

3757 Introduction to Information Management
3756 Information Management Planning
3752 Management of Archives
4646 Electronic Records Management

There is no three unit option with this minor.

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Japanese

Faculty of Communication

Co-ordinator:
to be advised

To enter the Japanese major no previous knowledge of the language is required. But students who do have some previous knowledge may be able to enter the course at a higher level and should consult with the Lecturer in Charge.

The primary goal of the major is to develop students' Japanese language communication skills so that they can apply them effectively in the Japanese context. The second aim is to develop their cultural awareness of contemporary Japanese society.

Since Japanese is the language of the world's second largest economy, it is of enormous importance to Australians. The practical knowledge and skills gained from this major will allow students to exploit their professional skills within the broader international context and thus to expand their career prospects.

4283 Japanese 1 : Language and Culture
0157 Japanese 2
3771 Japanese 3/4 (year-long)
3772 Japanese 5/6 (year-long)

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Law

Faculty of Management

Co-ordinator:
Mr Kam Kamarul
6C55
(06) 201 5770

A law elective major may be made up of the unit 0028 Concepts and Elements of Law, and any five other law units.

The unit, 0028 Concepts and Elements of Law, is a prerequisite to most undergraduate law units, and some units require additional prerequisites. The unit, 0368 Commercial Law 1 is a prerequisite to several units. However, 0028 Concepts and Elements of Law and 0368 Commercial Law 1 are corequisites, so that both can be undertaken simultaneously.

Apart from prerequisites, there is no compulsion to stream units within the law major. However, students who desire to focus on either the commercial law units or the general law units should consider taking units from the following:

General Law list
0036 Administrative Law
1077 Advanced Administrative Law
0008 Civil Rights
0345 Constitutional Law
0345 Construction Law
2617 Employment Discrimination and the Law
0080 Family Law
2615 Injury and Safety Law
0952 Law of Communications
0029 Legislative Processes
1573 Planning and Environmental Law
0765 Sports and the Law

Commercial Law list
3902 Advanced Taxation Law
0368 Commercial Law 1: (Contracts)
0371 Commercial Law 2: (Business Associations)
0372 Commercial Law 3: (Taxation)
0030 Commercial Law 4: (Finance)
3491 Insolvency Law
1841 International Trade Law
2613 Labour Law
1610 Law of Business Transaction
3249 Marketing Law
3253 Property Law
1607 Trade Practices Law

These lists are guides only, and students are not precluded from taking any other law unit in respect of which they have satisfied the prerequisites and may mix their units in any combination they desire.

Students who seek to undertake the LLB program should consult the Co-ordinator about the composition of their law major.

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Library and Information Studies

Faculty of Communication

Co-ordinator:
Ms Trish Milne
1C114
(06) 201 2053

Information is the resource of the 21st century and the ability to locate, retrieve and analyse information is a skill which is of increasing importance in areas including education, law, management, administration and computing studies.

The Library and Information Studies (LIS) elective major can be widely applied and will develop your ability to use digital, networked and print based sources of information. It also focuses on developing those generic skills for which employers are seeking, such as project management, problem solving, team building and communication as well as critical thinking and analysis.

3385 Research Skills
1376 Information Provision
1377 Information Organisation
3763 Information Analysis

plus two electives within one of the four specialist streams

Library Systems and Services
1814 Collections Management
3229 Resources for Information and Research

Information Retrieval
3758 Information Retrieval
2764 Advanced Information Retrieval
4329 Network Information Sources

Research and Archival Resources
3752 Management of Archives
3228 Legal and Government Publications
3229 Resources for Information and Research
3694 Library and Archive Preservation

Services for Young People
1692 Resources for Young People
4067 Services and Programs for Young People

A knowledge of basic computing concepts and skills in word processing, such as provided by the units 3762 Communication Interface 1 or 1444 Basic Information Systems, are desirable to complement this major.

For more information, a supplementary sheet is available from the Program Director of Library and Information Studies.

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Literary Studies

Faculty of Communication

Discipline Convener:
Ms Maureen Bettle
1C128
(06) 201 2029

The work in literary studies is designed to meet the needs of students who wish to support and extend their professional interests through the study of Australian, American and English literature. All units consider not only the communicative and expressive qualities of selected poems, plays, novels and short stories, but also the social, historical and cultural contexts in which they were composed.

0399 Literary Studies 1 (semester-long)
0581 Literary Studies 2B (semester-long)
0582 Literary Studies 3B (semester-long)
2546 Literary Studies 4B (semester-long)
1837 Literary Studies 5B (semester-long)
4055 Literary Studies 6 (semester-long)

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Marketing

Faculty of Management

Enquiries:
Mr James Hanratty
6D11
(06) 201 2703

Five required units
3519 Economics 1A (year-long), *or* 0034 Macroeconomics 1 and 0020 Microeconomics 1
0498 Marketing
1989 Marketing Management
2429 International Marketing

plus one from:
3249 Marketing Law (prerequisite unit is 0028 Concepts and Elements of Law)
3965 Marketing Research Methods
0102 Managerial Economics
3576 Sports Marketing (prerequisite unit is Administration and Management in Sport)
3814 Tourism Marketing
2460 Introduction to Advertising
1988 Intrapreneurship and Entrepreneurship

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Mathematical Studies

Faculty of Information Science and Engineering

Co-ordinator:
Dr Peter Brown
11C48
(06) 201 2443

Mathematics

Option 1

An applied mathematics major (18 or 22 credit points) with a strong calculus base may be obtained from the following sequence. This major specialises in differential equations, numerical analysis and advanced calculus. It is recommended that students have an ACT major/minor in mathematics, NSW 3u Mathematics, or equivalent before enrolling in 4274 Mathematics 1/2.

4274 Mathematics 1/2 (year-long)
4456 Mathematics 3 (year-long)
4457 Mathematics 4 (year-long)

and one or two of:
4458 Mathematics 5
4459 Mathematics 6
4460 Mathematics 7
4461 Mathematics 8

Option 2

This mathematics major is accessible to students with an ACT major in Mathematics (T), NSW 2u Mathematics or equivalent. It is useful to students who wish to apply mathematics in a management and/or scientific context.

An 18 or 22 credit points major with less calculus content might be:

3605 Mathematical Methods 1A (or with permission 4470 Computing Mathematics 1)
3604 Mathematical Methods 2
3997 Mathematical Methods 3 (Discrete Mathematics)
3998 Mathematical Methods 4 (Operations Research)
3999 Mathematical Methods 5 (Advanced Discrete Mathematics) and/or
4118 Mathematical Methods 6 (Advanced Operations Research)

Quantitative Methods

The following is a major containing a blend of mathematics and statistics, enabling students to have a variety of skills in mathematics and data analysis

3605 Mathematical Methods 1A
4120 Applied Statistics 1 or 3539 Business Statistics 1
4121 Applied Statistics 2 or 4125 Business Statistics 2
4123 Applied Statistics 4
4155 Management Decision Making Using Microcomputers

The above is an eighteen credit point sequence, students wishing another unit should do either

4122 Applied Statistics 3 *or* 3604 Mathematical Methods 2

Operations Research

The following major contains mathematics and statistics with a particular emphasis on operations research, the mathematics of decision making.

4274 Mathematics 1/2 *or* (3605 Mathematical Methods 1A *plus* 3604 Mathematical Methods 2)
3539 Business Statistics 1
3998 Mathematical Methods 4 (Operations Research)
4118 Mathematical Methods 6 (Advanced Operations Research)

The above is seventeen credit point sequence, students wishing another unit should do either

4122 Applied Statistics 3 *or* 3997 Mathematical Methods 3 (Discrete Mathematics)

University of Canberra,
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Medical Laboratory Science

Faculty of Applied Science

Co-ordinator:
Dr Peggy Horn
3D41
(06) 201 2243

Physiology/Microbiology emphasis
1516 Chemistry 1A
3071 Human Physiology and Anatomy 1
2978 Human Physiology and Anatomy 2
0221 Microbiology or 1967 Pathobiology
2985 Medical Microbiology (year-long) *or*
4142 Human Physiology and Anatomy 3

Chemistry/Biochemistry emphasis
1516 Chemistry 1A
1517 Chemistry 1B
2976 Human Biochemistry (year-long)
1789 Analytical Chemistry
2986 Clinical Biochemistry (year-long)

Clinical emphasis
1516 Chemistry 1A
1517 Chemistry 1B
2976 Human Biochemistry (year-long)
3070 Haematology (year-long), *or* 0413 Immunology and Serology and 3238 Research Project in Applied Science (3)

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Nursing Science

Faculty of Applied Science

Co-ordinator:
Mrs Carmel O'Meara
12D9
(06) 201 2084

The Nursing Science major is available as a service to students interested in a health science/teaching oriented career. The units provide the student with the opportunity to develop knowledge and skills in health maintenance and health promotion.

Prerequisites for these units are specified in the Discription of Units section. However, these may be waived at the discretion of the Head of School. It is advisable that you notify the relevant lecturer in charge of these units that you intend to enrol. The nursing units suitable for consideration as a major may be chosen from the following list:

3374 Nursing 1 : Health Promotion and Maintenance (year-long)
3375 Nursing 2 : Critical Thinking in Nursing
3376 Nursing 3 : Health Culture and Society
3428** Nursing 5 : Family Health Nursing (year-long)
3656 Nursing 8 : Research Methods in Nursing
1685 Health Care and the Law
4180 Nursing Studies 1 : The Australian Health Care System
4181 Nursing Studies 2 : The Development of the Nursing Profession
4182* Nursing Studies 3 : The Practising Nurse
1047 Nursing Studies 4 : Leadership and Management
1049 Nursing Studies 6 - Policy Development and Ethics in Nursing

* Registered nurse only
** Permission of the Head of School required.

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1997 HANDBOOK

Nutritional Science

Faculty of Applied Science

Co-ordinator:
Ms Vicki Deakin
3D4
(06) 201 2567

1516 Chemistry 1A
1517 Chemistry 1B
2976 Human Biochemistry
4144 Nutritional Science *(or* 4142 Human Physiology and Anatomy 3 if Nutritional Science is already required)
3315 Food Nutrition and Society

Note: successful completion of at least 6 credit points of Biochemistry and Human Physiology and Anatomy will meet the requirements for applying for entry into graduate level studies in nutrition in Australian Universities.

If any of the above units are already required as core subjects in the students *major*, they will *not* count towards a submajor.

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Office Management

Faculty of Communication

Co-ordinator:
Ms Ann Applebee
1C105
(06) 201 2985

The **Office Management major** aims to provide students with practical and theoretical knowledge to manage people, information, and resources in information workplaces.

3766 Office Management 1/2
3751 Office Management 3/4
3779 Office Management 5
2590 Office Management 6

Office Management Minor
Four units

The Office Management minor focuses on developing communication and management skills for use in information workplaces.

3766 Office Management 1/2
4102 Communication for Management
4105 Supervisory Management

There is no three unit option with this minor.

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1997 HANDBOOK

Planning and Environmental Law

Faculty of Applied Science

Co-ordinator:
Associate Professor George Cho
3C54
(06) 201 2568

3479 Science, Environment and Society *or* 0959 Dynamic Earth *or* 0483 Concepts in Biology
1809 Data Analysis in Science
1573 Planning and Environmental Law
3675 Resource Information Systems or 0627 Genetics
3673 Resource and Environmental Management (year-long)

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Politics

Faculty of Management

Co-ordinator:
Associate Professor Marian Sawer
6D6
(06) 201 2727

This major gives students a comprehensive understanding of the structure and operation of political systems and government in Australia and other countries.

0675 Politics and Democracy
0673 Australian Politics 1

and any four from
0493 Australian Politics 2
2438 Australian Welfare State
3498 Government/Business Relations
0513 International Politics
1372 Industrial Relations
4205 Industrial Relations Workshop
3012 Issues in Industrial Relations
4080 Politics in Developing Nations
4150 Legislative Internship*
3496 Public Policy 1
3588 Women, Politics and Public Policy

* Counts as two units.

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1997 HANDBOOK

Professional Writing

Faculty of Communication

Co-ordinator:
Mr Ron Miller
9C2
(06) 201 2651

This major prepares students for writing careers in fields such as freelance fiction and non-fiction, scriptwriting for radio and television, publishing, technical writing and writing for young people.

The major consists of the following:

1154 Writing 1 English Expression
3581 Introduction to Professional Writing

and 4 units in one of the following specialisations:

Freelance Writing
1833 Freelance Writing 1
1834 Freelance Writing 2
4025 Publishing
or
3433 Writing for Young People
1824 Freelance Writing Project

Scriptwriting
1716 Scriptwriting 1
1717 Scriptwriting 2
4025 Publishing
or
3433 Writing for Young People
1825 Scriptwriting Project

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Remote Sensing and Geographic Information Systems

Faculty of Applied Science

Co-ordinator:
Associate Professor Brian Button
3C21
(06) 201 2565

This major is offered as a professional elective sequence to students outside the School of Resource, Environment and Heritage Sciences seeking exposure to modern computer based technologies of mapping, monitoring and management of environmental resources and analysis of cultural, socio-economic and political patterns in human populations. The emphasis is on the application of these techniques within industry and government and preparation of students for employment through acquisition of operational skills.

3479 Science, Environment and Society
0959 Dynamic Earth
3681 Landscape Processes
0483 Concepts in Biology
0623 Plants and Animals
1809 Data Analysis in Science
3675 Resource Information Systems
2622 Remote Sensing - Digital

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1997 HANDBOOK

Sociology

Faculty of Management

Co-ordinator:
Dr Paul Kringas
7C10
(06) 201 2708

This major provides students with a basic theoretical and methodological introduction to Sociology and offers the opportunity for further study in selected areas of Sociology.

0715 Basic Sociology
0953 Social Research Methods
0716 Sociological Theory

and three from:
1670 Social Inequality
2431 Organisational Culture
0955 Sociology of Health
1666 Deviance and Crime
2788 Sociology and Gender
3431 Sociology of Work

Sociology Minor

Work Organisations and Society: 11 or 14 credit points from the following:
0715 Basic Sociology
0953 Social Research Methods
2431 Organisational Culture
3431 Sociology of Work

Inequality: 11 or 14 credit points from the following:
0715 Basic Sociology
0953 Social Research Methods
0716 Sociological Theory
1670 Social Inequality
2788 Sociology and Gender

Issues in Modern Society: 11 or 14 credit points from the following:
0715 Basic Sociology
0953 Social Research Methods
2788 Sociology and Gender
0955 Sociology of Health
1666 Deviance and Crime

University of Canberra,
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1997 HANDBOOK

Soils

Faculty of Applied Science

Co-ordinator:
Dr Chen Xang Yang
3C40
(06) 201 2540

0959 Dynamic Earth
3681 Landscape Processes
3679 Australian Soils
3644 Soil Conservation Assessment and Management *or* 3678 Structural and Engineering Geology
3672 Land and Earth Resources

University of Canberra,
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1997 HANDBOOK

Spanish

Faculty of Communication

Co-ordinator:
Mr Oscar Florez
1C151
(06) 201 2074

The course is intended for learners of Spanish as a foreign language and no previous knowledge is required. The primary goal of the Spanish major is to develop proficiency in students' communication skills so they can function linguistically in a natural, spontaneous and efficient way in a Spanish speaking environment. Students who learn Spanish can have great career opportunities, for example, in the fields of trade, international relations, tourism and teaching, as well as direct access to the rich and vibrant cultural traditions of Spain and the Latin American countries.

Students who already have some knowledge of Spanish, for example from high school and summer courses or overseas exchange programs, may be able to enter the course at a higher level and should see the lecturer in charge before enrolling.

4285 Spanish 1 : Language and Culture
0514 Spanish 2
3775 Spanish 3/4 (year-long)
3776 Spanish 5/6 (year-long)

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Sports Administration

Faculty of Applied Science

Co-ordinator:
Dr Diane Klein
3B40
(06) 201 2986

Students who have an interest in how sport policies are formulated, how sport is influenced by politics and business, and how to run sports events and to market sport would find this elective sequence a suitable option.

0112 History of Sport in Society
1723 Organisation and Policy in Sport
4001 Professional Sports Structures
or 3397 Sport and Business
3398 Industrial Relations in Sport
or 3396 Sport and Politics
3399 Major Sports Event Management
3576 Sports Marketing

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Sports Coaching

(for other than Sports Studies students)

Faculty of Applied Science

Co-ordinator:
Mr Adrian Faccioni
3B32
(06) 201 2936

This elective sequence of study caters for those with an interest in the physical sport sciences areas.

0880 Functional Anatomy
3071 Human Physiology and Anatomy 1
4177 Biomechanics
4179 Physiology of Exercise
4144 Nutritional Science
4178 Sports Medicine

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Sports Media

Faculty of Applied Science

Co-ordinator:
Dr Murray Phillips
3B33
(06) 201 2384

Students undertaking this elective sequence will study how sport has evolved, how different cultures and societies influence sport, how politics and sport interact and how sports are presented to the public via print and electronic media.

0112 History of Sport in Society
1354 Social Analysis of Sport
4004 Sports Journalism 1
3396 Sport and Politics
4005 Sports Journalism 2
4006 Sports Journalism 3

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Statistics

Faculty of Information Sciences and Engineering

Co-ordinator:
Dr Alice Richardson
11A13
(06) 201 2444

A two, three, four, five or six unit sequence in Statistics can be formed by selecting sequentially

one of:
4120 Applied Statistics 1
3539 Business Statistics 1
1752 Statistics 1A

one of:
4121 Applied Statistics 2
4125 Business Statistics 2

one or both of:
4122 Applied Statistics 3
4123 Applied Statistics 4

one or both of:
4124 Applied Statistics 5
(either 3998 Mathematical Methods 4 (Operations Research)
or 4155 Management Decision Making Using Microcomputers)

provided that all prerequisite requirements are satisfied and that the levels of the units chosen suit the requirements of the course in which the student is enrolled.

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Technology in Publishing Minor

Faculty of Communication

Co-ordinator:
Ms Ann Applebee
1C105
(06) 201 2985

This sequence aims to provide students with both the theory and practice of the technology used in publishing with the focus being its effective use in a professional environment.

3762 Communication Interface 1
4490 Communication Interface 2
3760 Desktop Publishing 1
3759 Desktop Publishing 2

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1997 HANDBOOK

Theatre

Faculty of Education

Co-ordinator:
Mr Jim McDonald
5C11
(06) 201 2324

It is expected that students will be able to undertake a full Theatre Major at the ANU. In addition, two elective units will be on offer at the University of Canberra:

2689 Elective in Teaching
2488 Theatre Project 1

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Tourism

Faculty of Communication

Co-ordinator:
Dr John Jenkins
1C122
(06) 201 2906

Required unit
3711 Introduction to Tourism (year-long)

and then take any three or four of the following units to the value of 16 credit points:
3814 Tourism Marketing
4200 Tourism Economics and Policy
3754 Hospitality Operations
4252 Convention and Festival Management
4448 Tour Guiding and Management

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Unit Availability: A

Unit No and Name	Credit Points	Semester Level	Semester Availability	Duration	Faculty
2428 Aboriginal Material Culture A	3	3/4	2		Applic
2429 Aboriginal Material Culture G	3	G	2		Applic
2430 Aboriginal Society & Adaptation	4	3/4	1		Applic
1720 Accounting 1A	3	1/2	1		Manprin
2440 Accounting for Management Control	4	5/6	2		Manprin
4222 Accounting for Planning & Control MBA	4	M	2		Manprin
1721 Accounting 1GA	3	G	1		Manprin
2869 Accounting Information Systems 1	3	1/2	2		Manprin
2870 Accounting M1	4	M	1		Manprin
2885 Accounting M2	4	M	2		Manprin
2881 Accounting M3	4	M	1		Manprin
2882 Accounting M4	4	M	2		Manprin
2883 Accounting M5	4	M	1		Manprin
2884 Accounting M6	4	M	2		Manprin
4220 Accounting MBA	4	M	1&2		Manprin
2606 Accounting Theory & Practice	3	1/2	1&2		Manprin
4227 Accounting Theory M	4	M	2		Manprin
2886 Accounting/Finance Project M1	4	M	2		Manprin
4466 Actor Learning Project G	4	G	1&2	Year-long	Educ
4229 Administration Dissertation M	8	M	1&2		Manprin
4564 Administration of Sport M	5	M	2		Applic
4210 Administration Research Essay M	4	M	1&2		Manprin
4428 Administration Thesis M (full-time) Stage	32	M	1&2	Multi-sem	Manprin
4429 Administration Thesis M (part-time) Stage	32	M	1&2	Multi-sem	Manprin
3538 Administrative Law	4	3/6	1		Manprin
2894 Administrative Law G	4	G	1		Manprin
2395 Adolescent Development & Learning	4	4	2		Educ
4364 Advanced Accounting Theory	4	6	2		Manprin
2318 Advanced Analytical Chemistry	3	4/6	2		Applic
4263 Advanced Auditing	4	5/6	1		Manprin
4647 Advanced Broadcast Journalism 1	4	5/6	1		Comm
4640 Advanced Broadcast Journalism 2	4	5/6	2		Comm
3617 Advanced Business Finance	8	5/6	1&2	Year-long	Manprin
3763 Advanced Communication Theory H	8	7/8	1&2	Year-long	Comm
3762 Advanced Communication Theory PG	8	PG	1&2	Year-long	Comm
4266 Advanced Concepts in Sports Studies M-Kate	4	M	1		Applic
3605 Advanced Conservation Practice 1	6	5/6	1		Applic
3606 Advanced Conservation Practice 2	6	5/6	2		Applic
3750 Advanced Conservation Practice M1	6	M	1		Applic
3751 Advanced Conservation Practice M2	6	M	2		Applic
4636 Advanced Contract Law (LLB)	4	3/6	2		Manprin
4230 Advanced Contract Law G	4	G	2		Manprin
4231 Advanced Contract Law M	4	M	2		Manprin
3900 Advanced Corporation Law G	4	G	1		Manprin
3901 Advanced Corporation Law M	4	M	1		Manprin
4148 Advanced Financial Reporting	4	5/6	2		Manprin
4510 Advanced Legal Research & Writing M	8	M	1&2	Year-long	Manprin
4147 Advanced Managerial Accounting	4	5/6	1		Manprin
4068 Advanced Organisational Psychology PG	3	PG	2		Applic
4511 Advanced Public Administration M	4	M	2		Manprin
4124 Advanced Research & Writing (LLB)	4	3/6	1		Manprin
3862 Advanced Revenue Law	4	3/6	2		Manprin
3896 Advanced Revenue Law G	4	G	2		Manprin
4271 Advanced Revenue Law M	4	M	2		Manprin
4271 Advanced Revenue Law PG	4	PG	2		Manprin
3198 Advanced Studies in Literacy	6	7/8	1&2	Year-long	Educ
3201 Advanced Studies in Literacy PG	6	PG	1&2	Year-long	Educ
3201 Advanced Studies in Numeracy	6	7/8	1&2	Year-long	Educ
3102 Advanced Studies in Numeracy PG	6	PG	1&2	Year-long	Educ
4618 Advanced Taxation Law (LLB)	8	3/6	1&2	Year-long	Manprin
2807 Advanced Taxation PG	4	PG	2		Manprin
4629 Advanced Topics in Engineering	4	7/8	1		Inf Sc/Eng
2484 Advertising Operations	4	3/6	2		Comm
2483 Advertising Strategy	4	3/6	1		Comm
2112 Analogue & Digital Communications	3	7/8	1		Inf Sc/Eng
2351 Analogue Systems G	3	G	2		Inf Sc/Eng
3132 Analysis of Methods in Human Resource Development	3	1/2	1		Educ
1780 Analytical Chemistry	3	3/6	2		Applic
2732 Analytical Techniques M	3	M	1		Applic
4074 Applications in Health Psychology PG	3	PG	1		Applic
2508 Applications of Counselling PG	4	PG	2		Educ
2560 Applications of Counselling PG2	4	PG	2		Educ
1223 Applied Linguistics PG	3	PG	2		Educ
1475 Applied Physics Project (3)	3	5/6	1&2		Inf Sc/Eng
1476 Applied Physics Project (6)	6	5/6	1&2	Year-long	Inf Sc/Eng
3177 Applied Science Honours Thesis G (full-time)	18	G	1&2	Year-long	Applic
4485 Applied Science Honours Thesis G (part-time)	18	G	1&2	Multi-sem	Applic
2619 Applied Science Masters Thesis Type 1 M	48	M	1&2	Multi-sem	Applic
2620 Applied Science Masters Thesis Type 2 M	48	M	1&2	Multi-sem	Applic
2621 Applied Science Masters Thesis Type 3 M	36	M	1&2	Multi-sem	Applic
2641 Applied Science Masters Thesis Type 3 M(full)	24	M	1&2	Multi-sem	Applic
2399 Applied Science Masters Thesis Type 3 M(PT)	24	M	1&2	Year-long	Applic
2984 Applied Science Thesis Extension M3	3	M	1&2		Applic
2983 Applied Science Thesis Extension M6	6	M	1&2	Multi-sem	Applic
4120 Applied Statistics 1	3	1/2	1&2		Inf Sc/Eng
4121 Applied Statistics 2	4	3/6	1		Inf Sc/Eng
4122 Applied Statistics 3	4	3/6	2		Inf Sc/Eng
4123 Applied Statistics 4	4	5/6	1		Inf Sc/Eng
4124 Applied Statistics 5	4	5/6	2		Inf Sc/Eng
4125 Applied Statistics G1	3	G	1&2		Inf Sc/Eng
4127 Applied Statistics G2	3	G	1		Inf Sc/Eng
4128 Applied Statistics G3	3	G	2		Inf Sc/Eng
4129 Applied Statistics G4	3	G	1		Inf Sc/Eng
4130 Applied Statistics G5	3	G	2		Inf Sc/Eng
2440 Archaeology of Hunters & Gatherers	3	1/2	2		Applic
4267 Architectural Design & Technologies 2.2	6	3/4	2		Env Des
4268 Architectural Design & Technologies 3.2	6	5/6	2		Env Des
4263 Architectural Design 2.1	3	3/4	1		Env Des
4264 Architectural Design 3.1	3	5/6	1		Env Des
3613 Architectural Design B	3	7/8A	2		Env Des
4269 Architectural Dissertation	3	11	1		Env Des
3030 Architectural Heritage	3	5/6	2		Applic
3641 Architectural Heritage G	3	G	2		Applic
4211 Architectural Specialisation	3	11	1&2		Env Des
4266 Architectural Technologies 2.1	3	3/4	1		Env Des
4266 Architectural Technologies 3.1	3	5/6	1		Env Des
3616 Architectural Technology A	3	7/8A	2		Env Des
4608 Architecture 1	5	1/2	2		Env Des
4209 Art & Design of the Twentieth Century	3	3/4	2		Env Des
1287 Art A	3	1/2	1&2		Educ
1224 Aspects of Literary Criticism PG	3	PG	1		Educ
4019 Assessment & Interpretation M1	3	M	1		Educ
3213 ATSI-Foundation Communication	3	1/2	1&2		Applic
3213 ATSI-Foundation Study Skills	3	1/2	1&2		Applic
4202 Auditing	3	3/4	2		Manprin
3851 Australia's Trading World (Short)	3	3/6	1		Applic
3671 Australian Politics 1	3	1/2	2		Manprin
3401 Australian Politics 2	4	3/6	2		Manprin
2875 Australian Soils	3	3/4	1		Applic
2438 Australian Welfare State	4	3/6	2		Manprin

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University of Canberra, AUSTRALIA

1997 HANDBOOK

Unit Availability: B

Unit No and Name	Credit Points	Semester Level	Semester Availability	Duration	Faculty
4637 Banking & Insurance Law (LLB)	4	3/6	1		Mangmt
1444 Basic Information Systems	3	1	1&2		Inf Sc/Eng
0715 Basic Sociology	3	1/2	1&2		Mangmt
3129 Behaviour Disorders in School & Home	3	7/8	2		Educ
3115 Behaviour Disorders in School & Home PG	3	PG	2		Educ
4143 Biochemistry of Disease	3	5/6	1		AppSc
3674 Biological Diversity	3	3/4	1		AppSc
4177 Biomechanics	3	3/4	1		AppSc
2959 Biostatistics PG	3	PG	2		AppSc
1831 Broadcast Journalism 1	4	3/6	1		Commn
1832 Broadcast Journalism 2	4	3/6	2		Commn
3622 Built Environments, Impact Assessment	3	TBA	1		Env Des
4523 Business Administration Dissertation D (full-time)	48	TBA	1&2	Multi-sem	Mangmt
4524 Business Administration Dissertation D (part-time)	48	TBA	1&2	Multi-sem	Mangmt
4227 Business Dissertation M	8	M	1&2		Mangmt
3908 Business Ethics M	4	M	1		Mangmt
4221 Business Finance MBA	4	M	1&2		Mangmt
4239 Business Journalism	4	3/4	1		Commn
0374 Business Management	4	6	2		Mangmt
4522 Business Research Methods M	4	M	1&2		Mangmt
3539 Business Statistics 1	3	1/2	1&2		Inf Sc/Eng
4125 Business Statistics 2	4	3/6	1		Inf Sc/Eng

Go To: A, C, D, E, F, G, H, I, J, L, M, N, O, P, Q, R, S, T, U & V, W, Unit Availablity Contents Page

University of California, SANTA BARBARA

1997 HANDBOOK

Unit Availability: C

Unit No and Name	Credit Units	Semester Hours	Semester Availability	Duration	Faculty
Capital Gains Tax (LS)	4	36	1		Mangum
Cataloging	4	4	2		Cannon
Cataloging C	3	0	2		Cannon
Catchment Processes	3	24	2		Inglis
Chemistry 1A	3	10	2		Inglis
Chemistry 1B	3	10	2		Inglis
Chinese 2	3	10	1		Cannon
Chinese 3	3	2	2		Cannon
Chinese 3X	3	24	1&2	Year-long	Cohen
Chinese 3B	10	58	1&2	Year-long	Cohen
Chinese C/D	0	58	1&2	Year-long	Cohen
Civil Rights	4	36	1		Mangum
Civil Rights D	4	0	1		Mangum
Client-Server Computing W	4	W	1		Hi Sc/Eng
Clinical Biochemistry	0	58	1&2	Year-long	Inglis
Clinical Sports Injury Management PCC (Sports Medicine)	8	PC	1		Hughes
Clinical Sports Injury Management PCC (Sports Medicine)	3	PC	2		Hughes
Commercial Law 1	3	2	1&2		Mangum
Commercial Law 2	4	36	2		Mangum
Commercial Law 3	4	36	1		Mangum
Commercial Law 4	4	36	1		Mangum
Commercial Law 5A	4	0	1		Mangum
Commercial Law WC	4	W	1		Mangum
Commercial Law WD	4	W	2		Mangum
Communication Disorders	3	78	2		Silber
Communication Disorders C	3	PC	2		Silber
Communication Disorders H	8	78	1&2	Year-long	Cohen
Communication for Management	4	58	1		Cannon
Communication for Management C	3	0	1		Cannon
Communication for Management D	3	0	2		Cannon
Communication Internship	4	48	1&2		Cohen
Communication Research Methods	3	2	1		Cohen
Communication Research Methods A	4	0	1		Cohen
Communication Specialisations H	8	78	1&2	Year-long	Cohen
Communication Specialisations PC	8	PC	1&2	Year-long	Cohen
Communication Systems	3	78	2		Cohen
Communication Theory for Campaigns	4	24	1		Cannon
Communication Theory in PC	8	PC	1&2	Year-long	Cohen
Communication Theory W (full-time)	24	W	1&2	Year-long	Cohen
Communication Theory W (half-time)	24	W	1&2	Multi-term	Cohen
Communication Traditions	3	2	2		Cohen
Community Ecology	3	24	2		Inglis
Community Education Thesis (Ed)	24	W	1&2	Multi-term	Silber
Community Education Thesis W	24	W	1&2	Multi-term	Silber
Community Field Experience H	2	PC	1&2	Year-long	Silber
Community Field Experience PCC	2	PC	1&2	Year-long	Silber
Comparative Regional & Local Government Studies C	4	0	2		Mangum
Complex Strategies in Professional Development	4	58	2		Cohen
Complex Strategies in Professional Development A	3	0	2		Cohen
Computer Applications in Education	4	78	1&2		Silber
Computer Architecture & Implementation	4	58	1		Hi Sc/Eng
Computer Engineering 1	4	12	1&2	Year-long	Hi Sc/Eng
Computer Engineering 2	4	24	1&2	Year-long	Hi Sc/Eng
Computer Engineering 3	3	58	1&2	Year-long	Hi Sc/Eng
Computer Engineering 4	3	78	1		Hi Sc/Eng
Computer Engineering Project	8	78	1&2	Year-long	Hi Sc/Eng
Computer Models for Business Decisions A	4	0	1		Hi Sc/Eng
Computer Structures and Interfacing	4	0	1		Hi Sc/Eng
Computers and Computing	3	10	2		Hi Sc/Eng
Computers in Schools	4	78	1&2		Silber
Computers in Schools PG	3	PG	1&2		Silber
Computing Mathematics 1	3	10	1		Hi Sc/Eng
Computing Mathematics 2	3	10	2		Hi Sc/Eng
Computing Project	8	58	1&2	Year-long	Hi Sc/Eng
Concepts & Elements of Law	3	12	1&2		Mangum
Concepts & Elements of Law C	4	0	1&2		Mangum
Concepts in Applied Anthropology	3	10			Inglis
Concepts in Biology	3	10	1		Inglis
Conflict of Laws (LLB)	4	36	2		Mangum
Conservation Chemistry W	3	W	1		Inglis
Conservation Field Experience	3	58	1&2		Inglis
Conservation Practice 1	3	24	2		Inglis
Conservation Practice B	3	24	2		Inglis
Conservation Theory	3	24	1		Inglis
Constitutional Law	4	36	1		Mangum
Constitutional Law C	4	0	1		Mangum
Construction Economics 1	3	5	1		Div Des
Construction Economics 2	3	7	1		Div Des
Construction Law	3	24	1		Mangum
Construction Management & Economics Practical Experience Programme	12	7	1&2		Div Des
Construction Management 1	3	5	1		Div Des
Construction Management 2	3	12	2		Div Des
Construction Management 3	2	7	1		Div Des
Construction Management 3	3	4	1		Div Des
Construction Management 4	3	3	2		Div Des
Construction Technology 1	3	3	1		Div Des
Construction Technology 2	3	4	2		Div Des
Construction Technology 3	3	5	1		Div Des
Consumer Behaviour	3	58	1&2		Mangum
Consumer Behaviour C	4	0	1&2		Mangum
Contemporary Aboriginal Societies	4	24	2		Cohen
Contemporary Australian Literature W	3	W	1&2		Cohen
Contemporary Issues in Regional Administration W	4	0	2		Mangum
Contemporary Tourism Issues W	8	W	1&2	Year-long	Cohen
Control Systems G	3	0	2		Hi Sc/Eng
Convention & Festival Management	4	58	2		Cannon
Convention & Festival Management C	4	0	2		Cannon
Copywriting	4	24	1		Cannon
Copywriting C	4	0	1		Cannon
Corporate & Other Entities Tax W	4	W	1		Mangum
Corporate & Other Entities Tax PG	4	PG	1		Mangum
Corporate Crime (LLB)	4	36	1		Mangum
Corporate Crime W	4	W	1		Mangum
Corporate Finance	3	24	1		Mangum
Corporate Finance Law W	4	W	2		Mangum
Corporate Governance (LLB)	4	36	2		Mangum
Corporate Governance G	4	0	2		Mangum
Corporate Governance W	4	W	2		Mangum
Corporate Law Thesis W	40	W	1&2	Multi-term	Mangum
Corporate Law Thesis W (full-time)X Cpa	24	W	1&2	Year-long	Mangum
Corporate Law Thesis W (part-time)X Cpa	40	W	1&2	Multi-term	Mangum
Corporate Law Thesis Preparation W	8	W	1&2	Year-long	Mangum
Corporate Law Thesis with Honors W (full-time)	24	W	1&2	Multi-term	Mangum
Corporate Law Thesis with Honors W (part-time)	40	W	1&2	Multi-term	Mangum
Corporate Planning Techniques W	4	W	1		Mangum
Counselling Theory and Practice W	3	W	1&2		Cohen
Course Design & Evaluation in Higher Education C	4	0	1&2		Cohen
Creative Communication 1	4	24	1		Cohen
Creative Communication 2	4	24	2		Cohen
Creative Communication Research & Thesis	8	78	1&2	Year-long	Cohen
Criminal Law (LLB)	4	36	1		Mangum
Criminology G	4	0	2		Mangum
Criminology W	4	W	2		Mangum
Critical Reflections on Teaching, Learning and Schooling	3	4	2		Silber
Cross Cultural Heritage Management	3	58	2		Inglis
Cross Cultural Heritage Management G	3	0	2		Inglis
Cultural Heritage Management	3	24	1		Inglis
Cultural Heritage Management PG	3	PG	1		Inglis
Cultural Heritage Management Project	3	58	1&2		Inglis
Cultural Heritage Management Project PG	3	PG	1&2		Inglis
Cultural History 1	3	10	1		Cannon
Cultural History 2	3	10	2		Cannon
Cultural History 3	3	58	1		Cannon
Cultural History 4	3	58	2		Cannon
Current Topics in Geology PG	3	PG	1&2		Inglis
Curriculum Design Project G	3	0	2		Cohen
Curriculum Development & Evaluation	4	78	1&2		Silber
Curriculum Inquiry (Historical, Sociological & Philosophical Perspectives on the Curriculum)	3	W	1		Silber

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University of Canberra, AUSTRALIA

1997 HANDBOOK

Unit Availability: D

Unit No and Name	Credit Points	Semester Level	Semester Availability	Duration	Faculty
4345 Data Administration for Large Organisations M	4	M	2		Inf Sc/Eng
1809 Data Analysis in Science	3	1/2	2		AppSc
4599 Database Systems	4	5/8	2		Inf Sc/Eng
4610 Design Communication Skills	6	1/2	1&2	Year-long	Env Des
4611 Design Culture A	3	1/2	2		Env Des
4612 Design Environment A	3	1/2	1		Env Des
3600 Design Professional Practice	3	TBA	1		Env Des
3611 Design Professional Studies	3	TBA	2		Env Des
1405 Design Studies in Electronics (3)	3	5/6	1&2		Inf Sc/Eng
1406 Design Studies in Electronics (6)	6	5/6	1&2		Inf Sc/Eng
4630 Design Studies in Engineering	8	7/8	1&2	Year-long	Inf Sc/Eng
3599 Design Theory & Criticism	3	TBA	1		Env Des
3598 Design Theory & History	3	TBA	2		Env Des
3760 Desktop Publishing 1	4	3/6	1		Commn
3759 Desktop Publishing 2	4	3/6	2		Commn
4186 Desktop Publishing G1	3	G	1		Commn
4187 Desktop Publishing G2	3	G	2		Commn
3495 Development Administration	4	3/6	1		Mangmt
3921 Development Administration M	4	M	2		Mangmt
0892 Development Economics	4	3/6	1		Mangmt
3922 Development Economics G	4	G	1		Mangmt
3923 Development Management G	4	G	1		Mangmt
3517 Developmental & Learning Disabilities	3	7/8	1		Educ
3113 Developmental & Learning Disabilities PG	3	PG	1		Educ
1666 Deviance and Crime	4	3/6	2		Mangmt
4600 Digital Communication Networks	4	5/8	1		Inf Sc/Eng
0750 Digital Systems G	3	G	1		Inf Sc/Eng
2857 Discourse Analysis	4	3/6	1		Educ
0793 Discourse Analysis M	3	M	1		Educ
4473 Distributed Systems Technology	4	5/6	1		Inf Sc/Eng
4090 Doctoral Thesis in Applied Science D	72	TBA	1&2	Multi-sem	AppSc
4091 Doctoral Thesis in Applied Science D	72	TBA	1&2	Multi-sem	AppSc
4097 Doctoral Thesis in Communication D	72	TBA	1&2	Multi-sem	Commn
4096 Doctoral Thesis in Communication D	72	TBA	1&2	Multi-sem	Commn
4099 Doctoral Thesis in Corporate Law D	72	TBA	1&2	Multi-sem	Mangmt
4098 Doctoral Thesis in Corporate Law D	72	TBA	1&2	Multi-sem	Mangmt
4436 Doctoral Thesis in Environmental Design D (full-time)	72	TBA	1&2	Multi-sem	Env Des
4435 Doctoral Thesis in Environmental Design D (part-time)	72	TBA	1&2	Multi-sem	Env Des
4092 Doctoral Thesis in Information Studies D	72	TBA	1&2	Multi-sem	Commn
4093 Doctoral Thesis in Information Studies D	72	TBA	1&2	Multi-sem	Commn
4095 Dctoral Thesis in Information Technology D	72	TBA	1&2	Multi-sem	Inf Sc/Eng
4094 Doctoral Thesis in Information Technology D	72	TBA	1&2	Multi-sem	Inf Sc/Eng
4107 Doctoral Thesis in Public Sector Management D	72	TBA	1&2	Multi-sem	Mangmt
4106 Doctoral Thesis in Public Sector Management D	72	TBA	1&2	Multi-sem	Mangmt
0959 Dynamic Earth	3	1/2	1		AppSc

Go To: A,B,C,E,F,G,H,I,J,L,M,N,O,P,Q,R,S,T,U & V, W, Unit Availablity Contents Page

University of Canberra, AUSTRALIA

1997 HANDBOOK

Unit Availability: E

Unit No and Name	Credit Points	Semester Level	Semester Availability	Duration	Faculty
1227 Early Australian Literature PG	3	PG	2		Educ
3515 Early Intervention & Parent Training	3	TIB	2		Educ
3110 Early Intervention & Parent Training PG	3	PG	2		Educ
3682 Earth Materials	3	3/4	1		AppSc
3063 Ecochemistry A3	3	5/6	1&2		AppSc
3065 Ecochemistry A6	6	5/6	1&2	Year-long	AppSc
2970 Ecochemistry PG	6	PG	1&2	Year-long	AppSc
0226 Ecology	3	3/4	1		AppSc
4131 Econometrics G	3	G	1		Inf Sc/Eng
3519 Economics 1A	6	1/2	1&2	Year-long	Mangmt
4213 Economics 2A	8	3/4	1&2	Year-long	Mangmt
3924 Economics for Managers G	4	G	1		Mangmt
1257 Education Doctoral Thesis D	72	TBA	1&2	Multi-sem	Educ
1258 Education Doctoral Thesis D (full)	72	TBA	1&2	Multi-sem	Educ
4292 Education Evaluation M	6	M	2		Educ
1765 Education Field Experience 1	1	1	1		Educ
1849 Education Field Experience 2	1	2	2		Educ
2201 Education Field Experience 3	1	3	1		Educ
2212 Education Field Experience 4	1	4	2		Educ
1854 Education Field Experience 5	5	5	1		Educ
2250 Education Field Experience 6	1	6	2		Educ
1856 Education Field Experience 7	1	TIB	1		Educ
1262 Education Field Experience (Secondary) G1	2	G	1		Educ
1263 Education Field Experience (Secondary) G2	2	G	2		Educ
4590 Education Professional Thesis D (full-time)	36	TBA	1&2	Multi-sem	Educ
4591 Education Professional Doctoral Thesis D (part-time)	36	TBA	1&2	Multi-sem	Educ
4592 Education Professional Doctoral Thesis Preparation D (full-time)	12	TBA	1&2		Educ
4593 Education Professional Doctoral Thesis Preparation D (part-time)	12	TBA	1&2	Year-long	Educ
4368 Education Research Project M1	6	M	1&2		Educ
4369 Education Research Project M2A	6	M	1&2		Educ
4370 Education Research Project M2B	6	M	1&2		Educ
2686 Education Studies 1A	3	7	1		Educ
2687 Education Studies 1B	3	7	1		Educ
2688 Education Studies 2	3	8	2		Educ
1527 Education Studies G1	6	G	1		Educ
1528 Education Studies G2	3	G	2		Educ
2604 Educational Policy & Politics M	6	M	2		Educ
2689 Elective in Teaching	3	8	2		Educ
1529 Elective in Teaching G	3	G	2		Educ
4631 Electromagnetic Waves	8	5/6	1&2	Year-long	Inf Sc/Eng
4474 Electronic & Computer Engineering 2	8	3/4	1&2	Year-long	Inf Sc/Eng
4332 Electronic Engineering 1	6	1/2	1&2	Year-long	Inf Sc/Eng
4475 Electronic Engineering 2	8	3/4	1&2	Year-long	Inf Sc/Eng
4632 Electronic Engineering 3	8	TIB	1&2	Year-long	Inf Sc/Eng
4633 Electronic Engineering 4	12	TIB	1&2	Year-long	Inf Sc/Eng
1979 Electronic Instrumentation	3	TIB	1		Inf Sc/Eng
4646 Electronic Records Management	4	5/6	2		Comm
0350 Electronic Theory and Practice G	3	G	2		Inf Sc/Eng
0900 Electronics Project G	3	G	1&2		Inf Sc/Eng
3825 Elements in Human Resource Management G	4	G	1		Mangmt
2617 Employment Discrimination & the Law	4	3/6	2		Mangmt
4644 Employment Discrimination & the Law G	4	G	2		Mangmt
4535 Employment Relations Dissertation M (full-time)	16	M	1&2	Year-long	Mangmt
4545 Employment Relations Dissertation M (part-time)	16	M	1&2	Multi-sem	Mangmt
4476 Engineering Management 2	4	3/4	1&2	Year-long	Inf Sc/Eng
4628 Engineering Management 3	4	5/6	1&2	Year-long	Inf Sc/Eng
4453 Engineering Mathematics 2	4	3/4	1&2	Year-long	Inf Sc/Eng
4454 Engineering Mathematics 3	4	3/4	1&2	Year-long	Inf Sc/Eng
3204 Engineering Physics 1	6	1/2	1&2	Year-long	Inf Sc/Eng
2863 Engineering Thesis M	24	M	1&2	Multi-sem	Inf Sc/Eng
2862 Engineering Thesis M (full)	24	M	1&2	Year-long	Inf Sc/Eng
4325 English Language & Culture	3	1/2	1		Educ
4326 English Language & Culture PG	3	PG	1		Educ
0509 English Language (Intensive)	12	1/2	1&2		Educ
3825 Env Education Study (Applied Science) PG	4	PG	2		AppSc
4216 Env Education Study (Education) PG	4	PG	1&2		Educ
3826 Env Education Thesis (Applied Science) M full-time	20	M	1&2	Year-long	AppSc
4443 Env Education Thesis (Applied Science) M part-time	20	M	1&2	Multi-sem	AppSc
3827 Env Education Thesis (Education) M full-time	20	M	1&2	Year-long	Educ
4449 Env Education Thesis (Education) M part-time	20	M	1&2	Multi-sem	Educ
0052 Environmental & Resource Economics	4	3/6	2		Mangmt
3927 Environmental & Resource Economics G	4	G	2		Mangmt
4059 Environmental Classification & Ordination	3	5/6	2		AppSc
3921 Environmental Curriculum Inquiry	4	PG	1&2		Educ
4920 Environmental Design Doctoral Project A M	12	M	1&2		Env Des
4501 Environmental Design Doctoral Project B D	48	TBA	1&2	Multi-sem	Env Des
1812 Environmental Design Masters Thesis	48	M	1&2	Multi-sem	Env Des
2861 Environmental Design Masters Thesis (full)	48	M	1&2	Multi-sem	Env Des
0672 Environmental Planning PG	3	PG	1		AppSc
3683 Environmental Science Seminar	3	3/6	1&2		AppSc
3147 Environmental Services 1	3	3	1		Env Des
3148 Environmental Services 2	3	4	2		Env Des
3031 Epidemiology & Health Statistics PG	3	PG	1		AppSc
3965 Equity (LLB)	4	3/6	1		Mangmt
4152 Ergonomics	3	3/6	1		Env Des
4075 Ethics & Professional Issues in Applied Psychology PG	3	PG	2		AppSc
4820 Evidence (LLB)	4	3/6	2		Mangmt
0318 Examination of Objects M	3	M	1		AppSc
1761 Extension Studies in Science	1	3/6	1&2		AppSc

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University of Canberra, AUSTRALIA

1997 HANDBOOK

Unit Availability: F

Unit No and Name	Credit Points	Semester Level	Semester Availability	Duration	Faculty
3556 Facilitating Change in Organisations & Systems M	3	M	1		Educ
0080 Family Law	4	3/6	1		Mangmt
3928 Family Law G	4	G	1		Mangmt
3224 Field Placement G	3	G	2		Commn
4233 Field Study in Counselling A M	12	M	1&2	Year-long	Educ
4234 Field Study in Counselling B M	12	M	1&2	Year-long	Educ
4477 Files & Databases	4	3/4	2		Inf Sc/Eng
3885 Finance M1	4	M	1&2		Mangmt
3639 Financial Institutions & Markets	4	1/4	1		Mangmt
3929 Financial Management G	4	G	1		Mangmt
3930 Financial Management in Government M	4	M	2		Mangmt
4145 Financial Reporting	3	3/4	1		Mangmt
1564 Finite Mathematics G	3	G	1		Inf Sc/Eng
3838 Food Science	3	3/4	2		AppSc
1748 Food, Nutrition & Diet Therapy	3	5/6	1		AppSc
3315 Food, Nutrition & Society	4	5/6	2		AppSc
3226 Foundations of Information Organisation G	3	G	1		Commn
1684 Foundations of Information Services G	3	G	1		Commn
1833 Freelance Writing 1	4	3	1		Commn
1834 Freelance Writing 2	4	4	2		Commn
2262 Freelance Writing G1	3	G	1		Commn
2264 Freelance Writing G2	3	G	2		Commn
1824 Freelance Writing Project	4	6	1&2		Commn
2267 Freelance Writing Project (G)	3	G	1&2		Commn
0880 Functional Anatomy	3	1/2	1		AppSc
3625 Furniture Design	3	6	2		Env Des
4341 Fuzzy Logic & Neural Networks M	4	M	1		Inf Sc/Eng

Go To: A,B,C,D,E,G,H,I,J,L,M,N,O,P,Q,R,S,T,U & V, W, Unit Availablity Contents Page

University of Canberra, AUSTRALIA

1997 HANDBOOK

Unit Availability: G

Unit No and Name	Credit Points	Semester Level	Semester Availability	Duration	Faculty
1127 General Mathematics G1	3	G	1&2		Inf Sc/Eng
0482 General Physics	3	1/2	1		Inf Sc/Eng
4601 General Systems Theory	4	5/6	1		Inf Sc/Eng
0627 Genetics	3	3/4	2		AppSc
3498 Government Business Relations	4	3/6	1		Mangmt
2859 Grammar & Communication	4	3/6	2		Educ
0800 Grammar & Communication for TESOL M	3	M	2		Educ
4613 Graphic Design 1	3	1/2	1		Env Des
4271 Graphic Design Communication	3	5/6	2		Env Des
4597 Graphic Design Production & Planning 3.1	3	5/6	1		Env Des
4598 Graphic Design Production & Planning 3.2	3	5/6	2		Env Des
3157 Graphic Design Professional Studies	3	5	1		Env Des
4256 Graphic Design Studies 2.1	3	3/4	1		Env Des
4257 Graphic Design Studies 2.2	3	3/4	2		Env Des
4258 Graphic Design Studies 3.1	3	5/6	1		Env Des
4259 Graphic Design Studies 3.2	3	5/6	2		Env Des
4263 Graphic Design Techniques & Technologies 2.1	3	3/4	1		Env Des
4264 Graphic Design Techniques & Technologies 2.2	3	3/4	2		Env Des
4265 Graphic Design Techniques & Technologies 3.1	3	5/6	1		Env Des
4266 Graphic Design Techniques & Technologies 3.2	3	5/6	2		Env Des
3116 Group Counselling PG	3	PG	1		Educ

Go To: A,B,C,D,E,F,H,I,J,L,M,N,O,P,Q,R,S,T,U & V, W, Unit Availablity Contents Page

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Unit Availability: H

Unit No and Name	Credit Points	Semester Level	Semester Availability	Duration	Faculty
3070 Haematology	6	5/6	1&2	Year-long	AppSc
1685 Health Care & the Law	3	3/6	2		AppSc
0007 Health Education Studies 1	3	1/2	1		Educ
0017 Health Education Studies 2	3	1/2	2		Educ
3440 Health Education Studies 2P	2	1/2	2		Educ
0118 Health Education Studies 3	4	3/4	1		Educ
3439 Health Education Studies 4	4	5/6	2		Educ
0128 Health Education Studies 5	4	5/6	2		Educ
3438 Health Education Studies 5P	2	5/6	2		Educ
3437 Health Education Studies 6	4	5/6	1		Educ
3436 Health Education Studies 6P	2	5/6	1		Educ
3435 Health Education Studies 7	4	5/6	2		Educ
3434 Health Education Studies 7P	2	5/6	2		Educ
1100 Health, Lifestyle & Education	3	1/2	1		Educ
2691 Heritage Communication	3	3/4	2		AppSc
3690 Heritage Conservation Management	3	5/6	1		AppSc
3704 Heritage Conservation Management M	3	M	1		AppSc
3691 Heritage Conservation Project 1	3	5/6	1&2		AppSc
3692 Heritage Conservation Project 2	3	5/6	2		AppSc
2984 Heritage Presentation & Interpretation	3	5/6	1		AppSc
3670 Heritage Presentation & Interpretation PG	3	PG	1		AppSc
3693 Heritage Preservation	3	1/2	2		AppSc
4340 High Speed Networking M	4	M	2		Inf Sc/Eng
4323 Histology	3	3/4	2		AppSc
2971 Historical Cultural Landscapes	3	3/4	2		AppSc
3571 Historical Cultural Landscapes G	3	G	2		AppSc
4301 History of Landscape Architecture	3	1/4	2		Env Des
0112 History of Sport in Society	3	1/2	1		AppSc
4157 Honours, Faculty of Environmental Design	3	TBA	1		Env Des
3754 Hospitality Operations	4	5/6	2		Commn
3753 Hospitality Operations G	3	G	2		Commn
1494 Human Adaptation	4	5/6	2		AppSc
2976 Human Biochemistry	6	3/4	1&2	Year-long	AppSc
1868 Human Development	3	1/2	2		Educ
1766 Human Development & Learning	3	2	2		Educ
4302 Human Environment Studies 2.1	3	5/6	1		Env Des
3595 Human Environment Studies 3A	3	5	1		Env Des
3596 Human Environment Studies 3B	3	5/6	2		Env Des
4487 Human Factors PG	3	PG	1		AppSc
3071 Human Physiology & Anatomy 1	3	1/2	2		AppSc
2978 Human Physiology & Anatomy 2	3	3/4	1		AppSc
4142 Human Physiology & Anatomy 3	4	5/6	1		AppSc
4322 Human Physiology & Anatomy 4	4	5/6	2		AppSc
3535 Human Resource Development Project	3	5/6	2		Educ
3537 Human Resource Development Project G	3	G	2		Educ
3432 Human Resource Management 1	4	3/6	1		Mangmt
3488 Human Resource Management 2	4	3/6	2		Mangmt
4572 Human Science 1	3	1/2	2		AppSc
4573 Human Science 2	4	3/4	1		AppSc
1762 Human Sexuality	4	5/6	1&2		Educ
1944 Human Sexuality PG	4	PG	1&2		Educ

Go To: A,B,C,D,E,F,G,I,J,L,M,N,O,P,Q,R,S,T,U & V, W, Unit Availablty Contents Page

1997 HANDBOOK

Unit Availability: 1

Unit No and Name	Credit Points	Semester Level	Semester Availability	Duration	Faculty
2002 Immunology and Serology	3	3/6	1		Applic
2005 Independent Study in Information Management	4	5/6	1&2		Comm
2006 Independent Study in Library & Information Studies C	3	G	1&2		Comm
2014 Industrial Design 1.2	3	1/2	2		Div Des
2015 Industrial Design Metals Technology	3	3/6	1		Div Des
2021 Industrial Design Studies 2.1	3	1	1		Div Des
2024 Industrial Design Studies 2.2	6	3/4	2		Div Des
2026 Industrial Design Studies 3.1	3	5	1		Div Des
2029 Industrial Design Studies 3.2	6	6	2		Div Des
2034 Industrial Design Studies 4.1	3	7	1		Div Des
2042 Industrial Design Studies 4.2 - Research & Design	12	8	2		Div Des
2057 Industrial Relations	4	3/6	1		Manpm
2062 Industrial Relations G	4	G	1		Manpm
2068 Industrial Relations in Sport	3	3/4	2		Applic
2069 Industrial Relations W	4	W	1		Manpm
2072 Industrial Relations Skills & Advocacy G	4	5/6	2		Manpm
2076 Industrial Relations Workshop	4	5/6	2		Manpm
2087 Influences on Nutritional Change PG	3	PG	1&2		Applic
2089 Information & Records Management G	3	G	2		Comm
2090 Information & Records Management G	3	G	1		Comm
2097 Information & Records Management G2	3	G	2		Comm
2102 Information Analysis	4	3/6	1		Comm
2107 Information Analysis G	3	G	1		Comm
2108 Information Management Planning	3	1/2	2		Comm
2117 Information Management Studies Thesis A	12	7/8	1&2	Year-long	Comm
2118 Information Organisation	3	2	2		Comm
2119 Information Provision	3	2	2		Comm
2120 Information Retrieval	4	3/6	2		Comm
2121 Information Retrieval G	3	G	2		Comm
2122 Information Sciences Extension Studies Option 1 PG	4	PG	1&2		Inf SciBug
2123 Information Sciences Extension Studies Option 2 PG	4	PG	1&2		Inf SciBug
2124 Information Sciences Extension Studies Option 3 PG	4	PG	1&2		Inf SciBug
2125 Information Sciences Extension Studies Option 4 PG	4	PG	1&2		Inf SciBug
2126 Information Sciences Thesis M	24	M	1&2	Multi-sem	Inf SciBug
2127 Information Sciences Thesis M (full)	24	M	1&2	Year-long	Inf SciBug
2128 Information Sciences Thesis M (part)	24	M	1&2	Multi-sem	Comm
2129 Information Studies Thesis M (full)	24	M	1&2	Year-long	Comm
2130 Information Studies Thesis Preparation PG	12	PG	1&2	Year-long	Comm
2131 Information Study PG	6	PG	1&2		Comm
2134 Information Systems 1	3	2	1		Inf SciBug
2135 Information Systems 2	3	2	2		Inf SciBug
2136 Information Systems 3	3	3/6	1		Inf SciBug
2137 Information Systems Management	4	5/6	1		Inf SciBug
2138 Information Systems Management G	4	G	2		Inf SciBug
2175 Information Technology 1	3	1/2	2		Inf SciBug
2186 Information Technology 2	4	3/4	1		Inf SciBug
2187 Information Technology Workshop G	4	G	2		Inf SciBug
2203 Injury & Safety Law	4	3/6	2		Manpm
2204 Injury & Safety Law G	4	G	2		Manpm
2241 Insolvency Law	4	3/6	2		Manpm
2280 Instrumentation Systems	3	7/8	2		Inf SciBug
2288 Integrated Communication Campaigns	4	5/6	2		Comm
2289 Integrated Communication Campaigns W	4	W	1		Comm
2298 Integrated Studies of Disease	3	5/6	2		Applic
2299 Intercultural Communication	4	3/6	2		Comm
2315 Internal Medicine in Sport & Exercise PG (Sports Medicine)	3	PG	2		Applic
2320 International Advertising	4	3/4	1		Comm
2355 International Communication M	6	7/8	1&2		Comm
2356 International Communication PG	6	PG	1&2		Comm
2357 International Business Environment M	4	M	1		Manpm
2358 International Economics	4	3/6	2		Manpm
2359 International Economics G	4	G	2		Manpm
2362 International Exchange 1 (Applied Science)	4	3/6	1&2		Applic
2363 International Exchange 1 (Communication)	4	3/6	1&2		Comm
2364 International Exchange 1 (Education)	4	3/6	1&2		Educ
2365 International Exchange 1 (Environmental Design)	4	3/6	1&2		Div Des
2366 International Exchange 1 (Management)	4	3/6	1&2		Manpm
2367 International Exchange 1 (Information Science & Technology)	4	3/6	1&2		Inf SciBug
2368 International Exchange 2 (Applied Science)	12	3/6	1&2		Applic
2369 International Exchange 2 (Communication)	8	3/6	1&2		Comm
2370 International Exchange 2 (Education)	8	3/6	1&2		Educ
2371 International Exchange 2 (Environmental Design)	8	3/6	1&2		Div Des
2372 International Exchange 2 (Management)	8	3/6	1&2		Manpm
2373 International Exchange 2 (Information Science & Technology)	8	3/6	1&2		Inf SciBug
2374 International Exchange 3 (Applied Science)	12	3/6	1&2		Applic
2375 International Exchange 3 (Communication)	12	3/6	1&2		Comm
2376 International Exchange 3 (Education)	12	3/6	1&2		Educ
2377 International Exchange 3 (Environmental Design)	12	3/6	1&2		Div Des
2378 International Exchange 3 (Management)	12	3/6	1&2		Manpm
2379 International Exchange 3 (Information Science & Technology)	12	3/6	1&2		Inf SciBug
2385 International Finance	4	5	3		Manpm
2386 International Finance MBA	4	M	2		Manpm
2479 International Marketing	4	5/6	1		Manpm
2480 International Marketing G	4	G	1		Manpm
2512 International Politics	4	3/6	2		Humsc
2521 International Trade Law	4	3/6	2		Manpm
2560 International Trade Law G	4	G	2		Manpm
2561 International Trade Law M	4	M	2		Manpm
2627 Introduction to Applied Geography	3	1/2	1		Applic
2634 Introduction to Communication	3	1/2	1		Comm
2637 Introduction to Counselling PG	8	PG	1&2	Year-long	Educ
2640 Introduction to Database Systems G	4	G	1		Inf SciBug
2643 Introduction to Exercise Science	3	1/2	2		Applic
2645 Introduction to Human Communications	3	1/2	1		Comm
2650 Introduction to Human Sciences	6	1/2	1&2	Year-long	Applic
2657 Introduction to Information Management	3	1/2	1		Comm
2658 Introduction to Information Systems Architecture G	4	G	1		Inf SciBug
2659 Introduction to Information Technology	3	1/2	1		Inf SciBug
2668 Introduction to Linguistics	3	1/2	1		Educ
2677 Introduction to Management	3	1/2	1&2		Manpm
2678 Introduction to Management G	4	G	1		Manpm
2688 Introduction to Marketing Communication	6	1/2	1&2	Year-long	Comm
2689 Introduction to Media	3	1/2	1&2		Comm
2736 Introduction to News	6	1/2	1&2	Year-long	Comm
2737 Introduction to Planning & Policy G	4	G	2		Manpm
2738 Introduction to Professional Writing	3	1/2	2		Comm
2807 Introduction to Public Administration	4	3/4	2		Manpm
2879 Introduction to Software Engineering Systems Analysis and Design Q	4	G	1		Inf SciBug
2762 Introduction to Teaching	2	1	1		Educ
2763 Introduction to Tourism	6	1/2	1&2	Year-long	Comm
2813 Introduction to Tourism G	6	G	1&2	Year-long	Comm
2875 Introductory Human Biochemistry	3	3/4	1		Applic
2913 Issues in Industrial Relations	4	5/6	2		Manpm
2914 Issues in Industrial Relations G	4	G	2		Manpm
2918 Issues in Information Management Studies	6	7/8	2		Comm
2919 Issues in Information Studies PG	6	PG	2		Comm
2920 Issues in Mainstreaming	3	7/8	1		Educ
2921 Issues in Mainstreaming PG	3	PG	1		Educ
2922 Issues in Small Business	4	5	1		Manpm
2936 Issues in Special Education M	6	M	1		Educ
2937 Issues in the Design of Human-Computer Interfaces M	4	M	1		Inf SciBug
2938 Issues in Workforce Management M	4	M	2		Manpm

University of Canberra, AUSTRALIA

1997 HANDBOOK

Unit Availability: J

Unit No and Name	Credit Points	Semester Level	Semester Availability	Duration	Faculty
4283 Japanese 1	3	1/2	1		Commn
0157 Japanese 2	3	2	2		Commn
3771 Japanese 3/4	8	3/4	1&2	Year-long	Commn
3772 Japanese 5/6	10	5/6	1&2	Year-long	Commn
3773 Japanese A/B	6	3/4	1&2	Year-long	Commn
3774 Japanese C/D	8	5/6	1&2	Year-long	Commn

Go To: A,B,C,D,E,F,G,H,I,L,M,N,O,P,Q,R,S,T,U & V, W, Unit Availablity Contents Page

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Unit Availability: L

Unit No and Name	Credit Points	Semester Level	Semester Availability	Duration	Faculty
4397 Laboratory Methods in Sports Science M 4cps	4	M	2		AppSc
0104 Labour Economics	4	3/6	2		Mangmt
3945 Labour Economics G	4	G	2		Mangmt
2613 Labour Law	4	3/6	1		Mangmt
3946 Labour Law G	4	G	1		Mangmt
3672 Land & Earth Resources	6	5/6	1&2	Year-long	AppSc
4615 Landscape 1	3	1/2	1		Env Des
3628 Landscape Design 2.1	3	3	1		Env Des
3629 Landscape Design 2.2	3	4	2		Env Des
3293 Landscape Design 3.1 (Theory & Practice)	3	5	1		Env Des
3295 Landscape Planning & Design 3.2 (Theory & Practice)	6	6	2		Env Des
4158 Landscape Planning & Design 4.1	3	7	1		Env Des
4159 Landscape Planning & Design 4.2	9	8	2		Env Des
3363 Landscape Planning 3.1 (Theory & Practice)	3	5	1		Env Des
3681 Landscape Processes	3	1/2	2		AppSc
3630 Landscape Technology 2.1	3	3	1		Env Des
3631 Landscape Technology 2.2	3	4	2		Env Des
3361 Landscape Technology 3.1 (Theory & Practice)	3	5	1		Env Des
3294 Landscape Technology 3.2 (Theory & Practice)	3	6	2		Env Des
2105 Language & Learning	4	3/4	2		Educ
1851 Language Across the Curriculum	1	5	1		Educ
2570 Language Change	4	5/6	2		Educ
0807 Language Change M	3	M	2		Educ
4291 Language Teaching in Action PG	3	PG	1		Educ
2858 Language Tests	4	3/6	1		Educ
0784 Language Tests M	3	M	1		Educ
2571 Language, Culture & Society	3	1/2	2		Commn
1228 Language, Culture & Society PG	3	PG	2		Commn
4602 Languages & Compilers	4	5/8	2		Inf Sc/Eng
3852 Law 1	3	3/6	1		Mangmt
3853 Law 2	3	3/6	2		Mangmt
4135 Law 3	4	3/6	2		Mangmt
4136 Law 4	4	3/6	1		Mangmt
4137 Law 5	4	3/6	2		Mangmt
4138 Law 6	4	3/6	1		Mangmt
3947 Law in Administration G	4	G	1		Mangmt
3948 Law of Business Decisions M	4	M	2		Mangmt
1610 Law of Business Transactions	4	3/6	1		Mangmt
3949 Law of Business Transactions G	4	G	1		Mangmt
0952 Law of Communications	4	3/6	2		Mangmt
3950 Law of Communications G	4	G	2		Mangmt
3951 Law of Employment G	4	G	2		Mangmt
1612 Law of Financial Institutions	4	3	2		Mangmt
3858 Law of Obligations (LLB)	4	5/6	2		Mangmt
4621 Lawyers & Professional Responsibility (LLB)	4	3/6	2		Mangmt
3820 Learning Processes in Environmental Education PG	4	PG	1&2		Educ
4514 Legal Research Reading M	4	M	1&2		Mangmt
4517 Legal Science Dissertation D (full-time)	48	TBA	1&2	Multi-sem	Mangmt
4518 Legal Science Dissertation D (part-time)	48	TBA	1&2	Multi-sem	Mangmt
4622 Legal Theory (LLB)	4	3/6	1&2	Year-long	Mangmt
4357 Legal Theory G	4	G	2	Year-long	Mangmt
4642 Legislation (LLB)	4	3/6	2		Mangmt
4150 Legislative Internship	8	5/6	1&2		Mangmt
0029 Legislative Processes	4	3/6	2		Mangmt
3955 Legislative Processes G	4	G	2		Mangmt
3694 Library & Archive Preservation	3	3/6	1		AppSc
3705 Library & Archive Preservation G	3	G	1		AppSc
1229 Linguistics PG	3	PG	1		Educ
0399 Literary Studies 1	3	1	1		Commn
0581 Literary Studies 2B	3	2	2		Commn
0582 Literary Studies 3B	4	3	1		Commn
1837 Literary Studies 5B	4	5	1		Commn
4055 Literary Studies 6	4	5/6	2		Commn
4623 Litigation & Dispute Processing (LLB)	4	3/6	1		Mangmt
4308 Local Regional Development	3	5/6	2		AppSc

Go To: A,B,C,D,E,F,G,H,I,J,M,N,O,P,Q,R,S,T,U & V, W, Unit Availability Contents Page

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Unit Availability: M

Unit No and Name	Credit Points	Semester Level	Semester Availability	Duration	Faculty
4603 Machine Intelligence	4	5/8	1		Inf Sc/Eng
0034 Macroeconomics 1	3	1/2	1&2		Mangmt
0035 Macroeconomics 2	4	3/6	2		Mangmt
3957 Macroeconomics G	4	G	1		Mangmt
3958 Macroeconomics G2	4	G	2		Mangmt
3956 Macroeconomics G3	4	G	2		Mangmt
3399 Major Sports Event Management	3	5/6	2		App/Sc
3531 Management & Leadership in Human Resource Development	3	5/6	1&2		Educ
3530 Management & Leadership in Human Resource Development G	3	G	1&2		Educ
3960 Management & Organisational Analysis G	4	G	1		Mangmt
4155 Management Decision Making Using Microcomputers	4	3/4	2		Inf Sc/Eng
4362 Management Decision Making Using Microcomputers G	4	G	2		Inf Sc/Eng
3752 Management of Archives	4	5/6	1		Comm
3764 Management of Archives G	3	G	1		Comm
3638 Management of Financial Institutions	8	5/6	1&2	Year-long	Mangmt
4680 Management Support Systems G	4	G	2		Inf Sc/Eng
4146 Managerial Accounting	3	3/4	2		Mangmt
0102 Managerial Economics	4	3/6	1		Mangmt
3961 Managerial Economics G	4	G	1		Mangmt
3959 Managing Individual & Organisational Change G	4	G	2		Mangmt
0498 Marketing	4	3/6	1&2		Mangmt
4579 Marketing Communication G	8	G	1&2	Year-long	Comm
4578 Marketing Communication H	8	7/8	1&2	Year-long	Comm
4580 Marketing Communication PG	8	PG	1&2	Year-long	Comm
4581 Marketing Communication Research M	4	M	2		Mangmt
4582 Marketing Communication Research Project M	8	M	1&2	Year-long	Comm
3962 Marketing G	4	G	1&2		Mangmt
3249 Marketing Law	4	3/6	2		Mangmt
4355 Marketing Law G	4	G	2		Mangmt
1989 Marketing Management	4	5/6	2		Mangmt
3963 Marketing Management G	4	G	2		Mangmt
4585 Marketing Management M	4	M	2		Mangmt
3964 Marketing MBA	4	M	1&2		Mangmt
3965 Marketing Research Methods	4	5/6	2		Mangmt
4484 Marketing Research Methods G	4	G	2		Mangmt
4651 Mass Communication Audiences	4	3/6	2		Comm
4054 Mass Communication Production	4	3/6	1		Comm
4464 Master of Education Thesis Preparation M	12	M	1&2	Year-long	Educ
4463 Master of Education Thesis Preparation M (full-time)	12	M	1&2		Educ
0500 Master of Education Thesis Type 1	48	M	1&2	Multi-sem	Educ
2825 Master of Education Thesis Type 1 (full)	48	M	1&2	Multi-sem	Educ
3755 Master of Education Thesis Type 2	24	M	1&2	Multi-sem	Educ
2826 Master of Education Thesis Type 2 (full)	24	M	1&2	Year-long	Educ
4391 Master of Laws Dissertation (full-time)	8	M	1&2		Mangmt
4390 Master of Laws Dissertation (part-time)	8	M	1&2	Year-long	Mangmt
4392 Master of Nursing Thesis M (full-time)	40	M	1&2	Multi-sem	App/Sc
4393 Master of Nursing Thesis M (part-time)	40	M	1&2	Multi-sem	App/Sc
0466 Materials Chemistry	3	3/4	2		App/Sc
1904 Materials for Language Teaching PG	3	PG	2		Educ
3695 Materials Science 1	3	1/2	2		App/Sc
3696 Materials Science 2	3	1/2	2		App/Sc
3697 Materials Science 3	3	1/2	1		App/Sc
3698 Materials Science 4	3	1/2	1		App/Sc
3605 Mathematical Methods 1A	3	1/2	1&2		Inf Sc/Eng
3604 Mathematical Methods 2	3	1/2	2		Inf Sc/Eng
3997 Mathematical Methods 3 (Discrete Mathematics)	4	3/4	2		Inf Sc/Eng
3998 Mathematical Methods 4 (Operations Research)	4	3/6	1		Inf Sc/Eng
3999 Mathematical Methods 5 (Advanced Discrete Mathematics)	4	3/6	1		Inf Sc/Eng
4118 Mathematical Methods 6 (Advanced Operations Research)	4	5/6	2		Inf Sc/Eng
4119 Mathematical Methods G3	3	G	2		Inf Sc/Eng
3990 Mathematical Perspectives A	4	5/6	1		Inf Sc/Eng
3991 Mathematical Perspectives B	4	5/6	2		Inf Sc/Eng
4274 Mathematics 1/2	6	1/2	1&2	Year-long	Inf Sc/Eng
4456 Mathematics 3	4	3/4	1&2	Year-long	Inf Sc/Eng
4457 Mathematics 4	4	3/4	1&2	Year-long	Inf Sc/Eng
4634 Mathematics 4 (CE)	4	3/4	1&2	Year-long	Inf Sc/Eng
4458 Mathematics 5	4	5/6	1		Inf Sc/Eng
4459 Mathematics 6	4	5/8	2		Inf Sc/Eng
4462 Mathematics G3	4	G	1&2	Year-long	Inf Sc/Eng
4463 Mathematics G4	4	G	1&2	Year-long	Inf Sc/Eng
1715 Measurement & Statistics for Sport	3	3/4	1		App/Sc
4652 Media Production 1	4	3/4	1		Comm
4653 Media Production 2	4	3/4	2		Comm
4277 Media Representation & Analysis	3	1/2	2		Comm
2985 Medical Microbiology	6	5/6	1&2	Year-long	App/Sc
0221 Microbiology	3	3/4	2		App/Sc
0751 Microcomputers G	3	G	1		Inf Sc/Eng
0020 Microeconomics 1	3	1/2	1&2		Mangmt
4076 Microeconomics 2	4	3/6	1		Mangmt
3967 Microeconomics G	4	G	1&2		Mangmt
3968 Microeconomics G2	4	G	1		Mangmt
3969 Microeconomics MBA G	4	G	1&2		Mangmt
1862 Movement Education & Physical Health Program	4	7/8	2		Educ
1935 Museology 1	3	3/6	1		App/Sc
1055 Museology 2	3	5/6	2		App/Sc
3668 Museology G1	3	G	1		App/Sc
3568 Museology PG2	3	PG	1		App/Sc
0647 Music A	3	1/2	1&2		Educ

Go To: A B C D E F G H I J L N O P Q R S T U & V W, Unit Availability Contents Page

University of Canberra, AUSTRALIA

1997 HANDBOOK

Unit Availability: N

Unit No and Name	Credit Points	Semester Level	Semester Availability	Duration	Faculty
2436 Nature of Adult Learning	4	1/2	1		Educ
4328 Network Information Sources	4	3/4	1&2		Commn
4329 Network Information Sources G	3	G	1&2		Commn
4176 Neuroanatomy & Motor Control	3	3/4	1		AppSc
4654 New Media 1	4	5/6	1		Commn
4655 New Media 2	4	5/6	2		Commn
4656 New Technologies & Convergence 1	4	3/6	1		Commn
4657 New Technologies & Convergence 2	4	3/6	2		Commn
3374 Nursing 1	8	1/2	1&2	Year-long	AppSc
3657 Nursing 10	6	5/6	1		AppSc
3375 Nursing 2	3	1/4	2		AppSc
3376 Nursing 3	3	1/2	1		AppSc
3427 Nursing 4	8	3/4	1&2	Year-long	AppSc
3428 Nursing 5	8	3/4	1&2	Year-long	AppSc
3837 Nursing 6	3	5/6	2		AppSc
3661 Nursing 6/7	6	5/6	1&2	Year-long	AppSc
3836 Nursing 7	3	5/6	1		AppSc
3656 Nursing 8	3	5/6	1		AppSc
3660 Nursing 9	3	5/6	2		AppSc
3287 Nursing Project M	12	M	1&2		AppSc
3655 Nursing Project M (p/t)	12	M	1&2	Year-long	AppSc
3649 Nursing Research PG	4	PG	2		AppSc
3654 Nursing Role Theory M3	4	M	1		AppSc
3653 Nursing Specialty Practice M4	4	M	1		AppSc
3648 Nursing Specialty Practice PG1	4	PG	1		AppSc
3651 Nursing Specialty Practice PG2	4	PG	2		AppSc
4180 Nursing Studies 1	4	3/4	1		AppSc
4181 Nursing Studies 2	4	3/4	2		AppSc
4182 Nursing Studies 3	4	3/4	1		AppSc
1047 Nursing Studies 4	3	5/6	2		AppSc
1049 Nursing Studies 6	3	5/6	2		AppSc
2455 Nursing Studies 7	12	7/8	1&2	Year-long	AppSc
3647 Nursing Trends & Issues PG1	4	PG	1		AppSc
3650 Nursing Trends & Issues PG2	4	PG	2		AppSc
4251 Nutrition & Health PG	3	PG	2		AppSc
4250 Nutrition Research Design PG	3	PG	1		AppSc
4144 Nutritional Science	4	5/6	1		AppSc
4249 Nutritional Science & the Lifecycle PG	3	PG	1		AppSc
4307 Nutritional Science for Physical Activity PG	3	PG	2		AppSc

Go To: A,B,C,D,E,F,G,H,I,J,L,M,O,P,Q,R,S,T,U & V, W, Unit Availablity Contents Page

University of Canberra, AUSTRALIA

1997 HANDBOOK

Unit Availability: O

Unit No and Name	Credit Points	Semester Level	Semester Availability	Duration	Faculty
4604 Object Oriented Software Design	4	5/8	1		Inf Sc/Eng
3766 Office Management 1/2	6	1/2	1&2	Year-long	Commn
3751 Office Management 3/4	8	3/6	1&2	Year-long	Commn
3779 Office Management 5	4	5/6	1		Commn
2590 Office Management 6	4	5/6	2		Commn
1723 Organisation & Policy in Sport	3	3/4	1		AppSc
3970 Organisation Design M	4	M	1		Mangmt
1853 Organisation of & Participation in Schooling	2	5	1		Educ
3609 Organisational Behaviour	4	3/4	2		Mangmt
3971 Organisational Behaviour G	4	G	1		Mangmt
4669 Organisational Communication	4	3/6	1		Commn
2431 Organisational Culture	4	3/6	1		Mangmt
3972 Organisational Culture M	4	M	2		Mangmt
4488 Organisational Psychology PG	3	G	1		AppSc

Go To: A,B,C,D,E,F,G,H,I,J,L,M,N,P,Q,R,S,T,U & V, W, Unit Availablity Contents Page

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Unit Availability: P

Unit No and Name	Credit Points	Semester Level	Semester Availability	Duration	Faculty
4521 Partners in Learning	4	4/6	2	Year-long	Commn
1967 Pathobiology	3	3/4	2		AppSc
1966 Pathophysiology & Drug Therapy	3	5/6	1		AppSc
4538 Performance & Evaluation Management G	4	G	2		Mangmt
1347 Performance Studies in Physical Education	4	5/6	1&2	Year-long	Educ
3603 Physical Principles	3	1/2	2		Inf Sc/Eng
4179 Physiology of Exercise	3	3/4	2		AppSc
3610 Planning & Decision Making	4	3/4	1		Mangmt
1573 Planning & Environmental Law	4	3/6	2		Mangmt
3973 Planning & Environmental Law G	4	G	2		Mangmt
0623 Plants and Animals	3	1/2	2		AppSc
1852 Pluralism in the Classroom	1	5	1		Educ
4215 Policy Issues in Macroeconomics	4	5/6	2		Mangmt
4214 Policy Issues in Microeconomics	4	5/6	1		Mangmt
3974 Policy/Program Evaluation M	4	M	2		Mangmt
0675 Politics and Democracy	3	1/2	1		Mangmt
4080 Politics in Developing Nations	4	3/6	1		Mangmt
4224 Portfolio Theory & Investment Analysis M	4	M	1		Mangmt
4204 Portfolio Theory & Management	4	5/6	2		Mangmt
4525 Preliminary Professional Project M	8	M	1&2	Year-long	Mangmt
3038 Preventive Conservation PG	3	PG	2		AppSc
3602 Primary Instruction in Mathematical Modelling	3	7/8	1&2		Educ
4658 Print Journalism 1	4	3/4	1		Commn
4659 Print Journalism 2	4	3/4	2		Commn
4493 Professional Communication Skills	3	1/2	1		Commn
4238 Professional Field Experience M2	2	M	1&2	Year-long	Educ
3111 Professional Field Experience PG1	2	PG	1&2		Educ
3112 Professional Field Experience PG2	2	PG	1&2		Educ
3559 Professional Issues in Counselling M	3	M	2		Educ
3662 Professional Practice in CHM	3	5/6	1&2		AppSc
3663 Professional Practice in CHM PG	3	PG	1&2		AppSc
3237 Professional Practice in Geology	6	5/6	1&2		AppSc
3236 Professional Practice in Resource Science	3	5/6	1&2		AppSc
4001 Professional Sports Structures	3	3/4	1		AppSc
4450 Professional Study in Education M (full-time)	12	M	1&2		Educ
4451 Professional Study in Education M (part-time)	12	M	1&2	Year-long	Educ
3529 Program Design & Measurement in Human Resource Development	3	3/4	2		Educ
4681 Programming Graphical User Interfaces M	4	M	2		Inf Sc/Eng
4351 Project & Quality Management in Information Technology Systems Development M	4	M	2		Inf Sc/Eng
1359 Project Evaluation	4	3/6	1		Mangmt
3975 Project Evaluation G	4	G	1		Mangmt
0234 Project Management	3	3/6	1		Inf Sc/Eng
3253 Property Law	4	3/6	1		Mangmt
3863 Property Law (LLB)	4	3/6	1		Mangmt
3976 Property Law G	4	G	1		Mangmt
2860 Psycholinguistics	4	3/6	2		Educ
4070 Psychological Measurement PG	3	PG	1		AppSc
4309 Psychology 101	3	1/2	1		AppSc
4310 Psychology 102	3	1/2	2		AppSc
4311 Psychology 201	4	3/4	2		AppSc
4312 Psychology 202	4	3/4	1		AppSc
4313 Psychology 203	4	3/4	1		AppSc
4314 Psychology 204	4	3/6	2		AppSc
4366 Psychology 205	4	3/4	2		AppSc
4315 Psychology 301	4	5/6	2		AppSc
4316 Psychology 302	4	5/6	1		AppSc
4317 Psychology 303	4	5/6	1		AppSc
4318 Psychology 304	4	5/6	2		AppSc
1167 Psychology of Sport	3	3/4	2		AppSc
4515 Public Administration Dissertation D (full-time)	48	TBA	1&2	Multi-sem	Mangmt
4516 Public Administration Dissertation D (part-time)	48	TBA	1&2	Multi-sem	Mangmt
3977 Public Administration G	4	G	2		Mangmt
4519 Public Administration M	4	M	1		Mangmt
4635 Public Companies (LLB)	8	3/6	1&2	Year-long	Mangmt
3978 Public Enterprise M	4	M	1		Mangmt
0101 Public Finance	4	3/6	2		Mangmt
3979 Public Finance G	4	G	2		Mangmt
3496 Public Policy 1	4	3/6	1		Mangmt
3980 Public Policy Analysis M	4	M	1		Mangmt
4660 Public Relations Practice 1	4	3/4	2		Commn
3745 Public Relations Strategy	8	5/6	1&2	Year-long	Commn
4586 Public Relations Strategy G	4	G	2		Commn
3981 Public Sector Management M	4	M	1		Mangmt
4024 Publication Design	4	5/6	2		Commn
4025 Publishing	4	5/6	1		Commn
3507 Publishing G	3	G	1		Commn

Go To: A,B,C,D,E,F,G,H,I,J,L,M,N,O,Q,R,S,T,U,&V, W, Unit Availability Contents Page

University of Canberra, AUSTRALIA

1997 HANDBOOK

Unit Availability: Q

Unit No and Name	Credit Points	Semester Level	Semester Availability	Duration	Faculty
3889 Quantitative Methods G	4	G	1&2		Inf Sc/Eng
3680 Quantitative Methods in Environmental Science	3	3/4	1		AppSc
4113 Quantity Surveying Practice	3	5	1		Env Des

Go To: A,B,C,D,E,F,G,H,I,J,L,M,N,O,P,R,S,T,U & V, W, Unit Availablity Contents Page

University of Canberra,
AUSTRALIA

1997 HANDBOOK

Unit Availability: R

Unit No and Name	Credit Points	Semester Level	Semester Availability	Duration	Faculty
2608 Radio & Lightwave Communications	3	5/8	2		Inf Sc/Eng
4605 Real-Time Computing & Control	4	5/8	2		Inf Sc/Eng
4587 Records & Archives Management G1	4	G	1&2		Commn
4588 Records & Archives Management G2	4	G	1&2		Commn
4589 Records & Archives Management G3	4	G	1&2		Commn
4537 Regional & Local Management G1 (Planning)	4	G	2		Mangmt
4541 Regional & Local Management G2	4	G	2		Mangmt
4539 Regional Development G	4	G	2		Mangmt
4529 Regional Tourism Development M	8	M	1&2	Year-long	Commn
2624 Regolith Mapping PG	3	PG	1&2		AppSc
0691 Remote Sensing PG	3	PG	2		AppSc
2622 Remote Sensing Digital	3	5/6	2		AppSc
4452 Research in Language Study PG	3	PG	1		Educ
4358 Research Methodology & Data Analysis in Applied Psychology PG	3	PG	1&2	Year-long	AppSc
4526 Research Methodology M	4	M	1&2		Mangmt
3944 Research Methods G	4	G	1		Mangmt
4217 Research Methods H	6	7/8	1		Commn
4303 Research Methods in Environmental Design	3	9	1		Env Des
4504 Research Methods in Environmental Design M	4	M	1&2		Env Des
3528 Research Methods in Human Resource Development	3	5/6	1&2		Educ
3527 Research Methods in Human Resource Development G	3	G	1&2		Educ
4520 Research Methods M	4	M	1		Mangmt
0994 Research Methods PG	6	PG	1		Commn
4174 Research Methods PG1 (Sports Medicine)	6	PG	1		AppSc
4175 Research Methods PG2 (Sports Medicine)	6	PG	2		AppSc
1807 Research Planning PG	3	PG	1&2		AppSc
4359 Research Project in Applied Psychology PG	6	PG	1&2	Year-long	AppSc
3586 Research Project in Applied Psychology (Counselling) PG	6	PG	1&2		Educ
3243 Research Project in Applied Science (12) PG (full)	12	PG	1&2		AppSc
3244 Research Project in Applied Science (12) PG (year-long)	12	PG	1&2	Year-long	AppSc
3238 Research Project in Applied Science (3)	3	5/6	1&2		AppSc
3262 Research Project in Applied Science (3) PG	3	PG	1&2		AppSc
3239 Research Project in Applied Science (6)	6	5/6	1&2		AppSc
3240 Research Project in Applied Science (6) (year-long)	6	5/6	1&2	Year-long	AppSc
3241 Research Project in Applied Science (6) PG	6	PG	1&2		AppSc
3242 Research Project in Applied Science (6) PG (year-long)	6	PG	1&2	Year-long	AppSc
3526 Research Project in Human Resource Development	3	5/6	1		Educ
3525 Research Project in Human Resource Development G	3	G	1		Educ
4085 Research Resources in Sports Studies M	4	M	2		AppSc
3824 Research Seminar in Environmental Education PG	4	PG	1		AppSc
3385 Research Skills	3	1/2	1		Commn
3386 Research Skills G	3	G	1		Commn
4405 Research Studies in Applied Physics M	8	M	1&2		Inf Sc/Eng
4406 Research Studies in Artificial Intelligence M	8	M	1&2		Inf Sc/Eng
4415 Research Studies in Communications Engineering M	8	M	1&2		Inf Sc/Eng
4417 Research Studies in Computer Systems Engineering M	8	M	1&2		Inf Sc/Eng
4408 Research Studies in Computer Technology M	8	M	1&2		Inf Sc/Eng
4419 Research Studies in Distributed Systems M	8	M	1&2		Inf Sc/Eng
4416 Research Studies in Electronics Engineering M	8	M	1&2		Inf Sc/Eng
4407 Research Studies in Electronics M	8	M	1&2		Inf Sc/Eng
4418 Research Studies in Human Computer Interfaces M	8	M	1&2		Inf Sc/Eng
4409 Research Studies in Information Systems M	8	M	1&2		Inf Sc/Eng
4410 Research Studies in Mathematics M	8	M	1&2		Inf Sc/Eng
4411 Research Studies in Operations Research M	8	M	1&2		Inf Sc/Eng
4412 Research Studies in Programming Systems M	8	M	1&2		Inf Sc/Eng
4413 Research Studies in Software Engineering M	8	M	1&2		Inf Sc/Eng
4414 Research Studies in Statistics M	8	M	1&2		Inf Sc/Eng
3673 Resource & Environmental Management	6	5/6	1&2	Year-long	AppSc
3675 Resource Information Systems	3	3/4	2		AppSc
0692 Resource Policy Analysis PG	3	PG	2		AppSc
2967 Resource Science Project	3	5/6	1&2		AppSc
3671 Resource Techniques & Project	6	5/6	1&2	Year-long	AppSc
3103 Resource-Consultancy Skills PG	3	PG	2		Educ
3229 Resources for Information & Research	4	4/6	2		Commn
0195 Resources for Information & Research G	3	G	2		Commn
1692 Resources for Young People	4	4/6	1		Commn
1165 Resources for Young People G	3	G	1		Commn
3934 Restrictive Trade Practices Law M	4	M	1		Mangmt
2625 Rock Weathering PG	3	PG	1&2		AppSc

Go To: A,B,C,D,E,F,G,H,I,J,L,M,N,O,P,Q,S,T,U,&V, W, Unit Availability Contents Page

University of Canberra
AUSTRALIA

1997 HANDBOOK

Unit Availability: S

	Unit No and Name	Credit Points	Semester Level	Semester Availability	Duration	Faculty
218	School Health Promotion	6	5/6	1&2		Educ
219	School Health Promotion PG	4	PG	1&2		Educ
267	Science,Environment & Society	3	1/4	1		Applic
268	Scientific Basis of Clinical Sports Medicine PG (Sports Medicine)	6	PG	1		Applic
172	Scriptwriting 1	4	3	1		Comm
177	Scriptwriting 2	4	4	2		Comm
275	Scriptwriting G1	3	G	1		Comm
276	Scriptwriting G2	3	G	2		Comm
277	Scriptwriting Project	4	4	1&2		Comm
278	Scriptwriting Project (G)	3	G	1&2		Comm
205	Securities Regulation W	4	W	1		Mangmt
207	Sedimentary Environments	3	3/4	2		Applic
208	Selected Managerial Skills	4	3/6	2		Mangmt
209	Skills & Strategies in Human Resource Development	6	1/7	1		Educ
210	Skills & Strategies in Human Resource Development G	6	G	1&2		Educ
211	Skills in Interpersonal Communication	3	7/8	1		Educ
212	Skills in Interpersonal Communication PG	3	PG	1		Educ
213	Social & Cultural Influences on Human Evolutionary PG	4	PG	1&2		Applic
214	Social Analysis of Sport	3	1/2	2		Applic
215	Social Change & Education W	6	W	2		Educ
217	Social Geography (Short)	3	5/6	1		Applic
216	Social Perspectives on Education	3	5	2		Educ
219	Social Research Methods	3	1/7	1&2		Mangmt
219	Social Science Project	6	5/6	1&2	Year-long	Mangmt
274	Sociological Theory	4	3/6	1		Mangmt
298	Sociology & Gender	4	3/6	2		Mangmt
299	Sociology of Health	4	3/6	1		Mangmt
300	Sociology of Work	4	3/6	2		Mangmt
460	Software Technology 1	3	1/7	2		Inf Sc/Eng
462	Software Technology 2	4	3/4	1&2	Year-long	Inf Sc/Eng
464	Soil Conservation Assessment & Management	4	3/4	2		Applic
465	Spanish 1	3	1/2	1		Comm
466	Spanish 2	3	2	2		Comm
467	Spanish 3A	6	3/4	1&2	Year-long	Comm
468	Spanish 5A	10	5/6	1&2	Year-long	Comm
469	Spanish A/B	6	3/4	1&2	Year-long	Comm
470	Spanish C/D	8	5/6	1&2	Year-long	Comm
471	Special Communication Studies P1	6	W	1		Comm
472	Special Communication Studies W2	6	W	2		Comm
473	Special Consideration in Sports Medicine PG (Sports Medicine)	6	PG	2		Applic
474	Special Research Topics PG	3	PG	1&2		Applic
475	Special Sports Studies A (Administration)	4	5/6	1&2		Applic
476	Special Sports Studies A (Coaching)	4	5/6	1		Applic
477	Special Sports Studies A (Journalism)	3	5/6	2		Applic
478	Special Sports Studies B (Administration)	4	5/6	2		Applic
479	Special Sports Studies B (Coaching)	4	5/6	1&2		Applic
480	Special Sports Studies B (Journalism)	3	5/6	1		Applic
481	Special Sports Studies in Communication A	4	5	1		Comm
482	Special Sports Studies in Communication B	4	5	2		Comm
483	Special Studies in Education (TESOL)W	3	W	2		Educ
484	Special Studies in Library & Information Studies	4	5/6	1&2		Comm
485	Special Studies in Library & Information Studies G	3	G	1&2		Comm
486	Special Studies in Modern Languages A	4	3/4	1		Comm
487	Special Studies in Modern Languages B	4	3/4	2		Comm
488	Special Studies in Nursing	6	5/6	1&2		Applic
489	Special Studies in Sports Homologaty W	5	W	1		Applic
490	Special Study in Education 2	4	3/4	1&2		Educ
491	Special Study in Education 3	4	5/6	1&2		Educ
492	Special Study in Education 4	4	7/8	1&2		Educ
493	Special Study in Education 4A	3	7/8	1&2		Educ
494	Special Study in Education 4B	3	7/8	1&2		Educ
495	Special Study in Environmental Design 3	3	5/6	1&2		Env Des
496	Special Study in Health Education 2	4	3/4	1&2		Educ
497	Special Study in Health Education 3	4	5/6	1&2		Educ
498	Special Study in Health Education 4	4	7/8	1&2		Educ
499	Special Study in Media A	4	3/6	1		Comm
500	Special Study in Media B	4	3/6	2		Comm
501	Special Study in Special Education PG1	3	PG	1		Educ
502	Special Study in Special Education PG2	3	PG	2		Educ
503	Special Topic in Public Communication PG	4	PG	1		Comm
504	Special Topic in Public Communication PG2	4	PG	2		Comm
507	Sport and Business	3	3/4	1		Applic
508	Sport and Politics	3	3/4	2		Applic
509	Sports & the Law	4	3/6	1		Mangmt
400	Sports & the Law G	4	G	1		Mangmt
404	Sports Journalism 1	3	1/2	1		Applic
405	Sports Journalism 2	3	3/4	1		Applic
406	Sports Journalism 3	3	5/6	2		Applic
407	Sports Marketing	4	5/6	1		Applic
408	Sports Medicine	4	5/6	2		Applic
428	Sports Studies Thesis (Bpe	28	W	1&2	Multi-term	Applic
429	Sports Studies Thesis W	22	W	1&2	Multi-term	Applic
429	Sports Studies Thesis W (Ba)	12	W	1&2	Multi-term	Applic
434	Sports Studies Thesis W (Ba) (ext)(Bpe)	36	W	1&2	Year-long	Applic
435	Sports Studies Thesis W (ext-bme)(Bpe)	36	W	1&2	Multi-term	Applic
436	Sports Studies Thesis W (Ba) (Bpe	28	W	1&2	Year-long	Applic
480	Strategic Business Planning G	4	G	2		Mangmt
415	Strategic Management W	4	W	1&2		Mangmt
417	Strategy Design & Implementation in Human Resource Development	7	3/4	2		Educ
417	Strategy Design & Implementation in Human Resource Development G	7	G	1&2		Educ
418	Structural & Engineering Geology	3	3/4	2		Applic
419	Studies A Art Education	3	3/4	2		Educ
420	Studies in Artificial Intelligence P1	6	PG	1&2		Inf Sc/Eng
421	Studies in Artificial Intelligence P2	6	PG	1&2		Inf Sc/Eng
422	Studies in Computer Organisation P1	6	PG	1&2		Inf Sc/Eng
423	Studies in Computer Organisation P2	6	PG	1&2		Inf Sc/Eng
424	Studies in Computer Technology P1	6	PG	1&2		Inf Sc/Eng
425	Studies in Computer Technology P2	6	PG	1&2		Inf Sc/Eng
426	Studies in Educational Policy W	6	W	1&2	Year-long	Educ
427	Studies in Educational Theory & Practice W	17	W	1&2	Year-long	Educ
428	Studies in Information Sciences Option 1 PG	9	PG	1&2		Inf Sc/Eng
429	Studies in Information Sciences Option 2 PG	9	PG	1&2		Inf Sc/Eng
430	Studies in Information Systems PG	6	PG	1&2		Inf Sc/Eng
431	Studies in Information Systems P1	6	PG	1&2		Inf Sc/Eng
432	Studies in Language Education A	3	3	2		Educ
433	Studies in Language Education B	3	3	1		Educ
434	Studies in Learning & Instruction W	4	5/6	1&2	Year-long	Educ
435	Studies in Literacy	3	7/8	1		Educ
436	Studies in Literacy PG	3	PG	1		Educ
437	Studies in Mathematics Education A	3	3	2		Educ
438	Studies in Mathematics Education B	3	5	1		Educ
174	Studies in Movement Education	3	1	1&2		Educ
439	Studies in Music Education	3	4	2		Educ
440	Studies in Programming Systems P1	6	PG	1&2		Inf Sc/Eng
441	Studies in Programming Systems PG	6	PG	1&2		Inf Sc/Eng
442	Studies in Science & Technology Education	3	4	2		Educ
443	Studies in Social Science Education	3	4	2		Educ
444	Studies in Software Engineering P1	6	PG	1&2		Inf Sc/Eng
445	Studies in Software Engineering PG	6	PG	1&2		Inf Sc/Eng
446	Studies in Technological Sciences Option 1 PG	8	PG	1&2		Inf Sc/Eng
447	Studies in Technological Sciences Option 2 PG	8	PG	1&2		Inf Sc/Eng
448	Study Project & Report W (TESOL)	6	W	1&2	Year-long	Educ
450	Sub Editing	4	5/6	1		Comm
428	Supervisory Management G	3	G	2		Comm
429	Supervisory Management	4	5/6	2		Comm
430	Surveying Techniques	3	3/4	2		Applic
431	System Software	4	3/4	1&2	Year-long	Inf Sc/Eng
2019	Systems Thinking in Environmental Context PG	5	PG	1		Inf Sc/Eng

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University of Canberra
AUSTRALIA

1997 HANDBOOK

Unit Availability: T

Unit No and Name	Credit Points	Semester Level	Semester Availability	Duration	Faculty
4381 Tax Administration & Professional Responsibility M	4	M	2		Mangmt
4375 Tax Administration & Professional Responsibility PG	4	PG	2		Mangmt
4398 Taxation of Retirement Benefits M	4	M	2		Mangmt
1231 Teaching & Learning (TESOL) PG	3	PG	2		Educ
4468 Teaching & Learning in Higher Education G	4	G	1&2		Educ
1232 Teaching Children With Gifts & Talents	3	7/8	2		Educ
1109 Teaching Children With Gifts & Talents PG	3	PG	2		Educ
1757 Teaching English as a Second Language 1	4	3/4	1		Educ
1758 Teaching English as a Second Language 2	4	5/6	2		Educ
2155 Teaching English in a Pluralistic Society	1	3	1		Educ
1440 Teaching Mathematics	3	1/2	1&2		Educ
1233 Teaching Persons With Developmental Disabilities PG	3	PG	1		Educ
1232 Teaching Persons With Learning Problems	3	7/8	2		Educ
2108 Teaching Persons With Learning Problems PG	3	PG	2		Educ
0931 Teaching Studies 1 (Art)	8	7	1		Educ
0932 Teaching Studies 1 (Design & Technology)	8	7/8	1		Educ
0933 Teaching Studies 1 (English)	8	7	1		Educ
0934 Teaching Studies 1 (Foreign Languages)	8	7	1		Educ
0937 Teaching Studies 1 (Mathematics)	8	7	1		Educ
0515 Teaching Studies 1 (Music)	8	7	1		Educ
0273 Teaching Studies 1 (Physical Education)	8	7	1		Educ
0939 Teaching Studies 1 (Science)	8	7	1		Educ
0938 Teaching Studies 1 (Social Sciences)	8	7	1		Educ
0936 Teaching Studies 2 (Agriculture)	8	8	2		Educ
0933 Teaching Studies 2 (Art)	8	8	2		Educ
0849 Teaching Studies 2 (Computing)	8	8	2		Educ
0932 Teaching Studies 2 (Design & Technology)	8	7/8	2		Educ
1775 Teaching Studies 2 (English as a Second Language)	6	8	2		Educ
0757 Teaching Studies 2 (English)	8	8	2		Educ
0934 Teaching Studies 2 (Geography)	8	8	2		Educ
0776 Teaching Studies 2 (History)	8	8	2		Educ
0932 Teaching Studies 2 (L.O.T.E)	8	8	2		Educ
0911 Teaching Studies 2 (Mathematics)	8	8	2		Educ
0885 Teaching Studies 2 (Music)	8	8	2		Educ
0525 Teaching Studies 2 (Physical Education)	8	8	2		Educ
0274 Teaching Studies 2 (Science)	8	8	2		Educ
1378 Teaching Studies 2 (Social Sciences)	8	8	2		Educ
1533 Teaching Studies G1 (Art)	6	G	1		Educ
2044 Teaching Studies G1 (Design & Technology)	6	G	1		Educ
1534 Teaching Studies G1 (English)	6	G	1		Educ
1532 Teaching Studies G1 (Foreign Languages)	6	G	1		Educ
1535 Teaching Studies G1 (Health Studies)	6	G	1		Educ
1537 Teaching Studies G1 (Mathematics)	6	G	1		Educ
1538 Teaching Studies G1 (Music)	6	G	1		Educ
1539 Teaching Studies G1 (Physical Education)	6	G	1		Educ
1540 Teaching Studies G1 (Science)	6	G	1		Educ
1536 Teaching Studies G1 (Social Sciences)	6	G	1		Educ
1541 Teaching Studies G2 (Agriculture)	6	G	2		Educ
1542 Teaching Studies G2 (Art)	6	G	2		Educ
2043 Teaching Studies G2 (Computing)	6	G	2		Educ
2045 Teaching Studies G2 (Design & Technology)	6	G	2		Educ
1551 Teaching Studies G2 (English as a Second Language)	6	G	2		Educ
1544 Teaching Studies G2 (English)	6	G	2		Educ
1543 Teaching Studies G2 (Geography)	6	G	2		Educ
1545 Teaching Studies G2 (Health Studies)	6	G	2		Educ
1546 Teaching Studies G2 (History)	6	G	2		Educ
1911 Teaching Studies G2 (L.O.T.E)	6	G	2		Educ
1547 Teaching Studies G2 (Mathematics)	6	G	2		Educ
1548 Teaching Studies G2 (Music)	6	G	2		Educ
1550 Teaching Studies G2 (Physical Education)	6	G	2		Educ
1549 Teaching Studies G2 (Science)	6	G	2		Educ
1547 Teaching Studies G2 (Social Sciences)	6	G	2		Educ
3939 Technical Examination Methods	3	1/2	1		Apl/Sc
4104 Technical Writing	4	3/6	2		Commn
4105 Technical Writing G	3	G	2		Commn
3128 Technological Sciences Thesis M	24	M	1&2	Multi-sem	Inf Sc/Eng
3129 Technological Sciences Thesis M (full)	24	M	1&2	Year-long	Inf Sc/Eng
4610 Technology 1	6	1/2	1&2	Year-long	Env Des
2385 Technology in Language Teaching PG	3	PG	2		Educ
0861 Telecommunications G	3	G	1		Inf Sc/Eng
4863 Television Production 1	4	5/6	1		Commn
4864 Television Production 2	4	5/6	2		Commn
2849 TESOL Methodology	8	3/6	1		Educ
2871 TESOL Methodology PG	6	PG	1		Educ
4484 The for Business	4	3/6	1		Commn
4485 The for Tourism	4	3/6	2		Commn
0629 The Australian Regolith PG	3	PG	1&2		Apl/Sc
3912 Theoretical Applications M4	4	M	1		Apl/Sc
3948 Theoretical Foundations of Nursing PG	4	PG	1		Apl/Sc
4508 Theoretical Or Technical Study in Environmental Design M	4	M	1&2		Env Des
4902 Theory & Practice of Coaching 1	3	1/2	1		Apl/Sc
4903 Theory & Practice of Coaching 2	3	3/4	2		Apl/Sc
0740 Theory & Practice of Coaching 3	3	5/6	1		Apl/Sc
3268 Theory & Principles of Adult Education	4	5/6	1		Educ
3267 Theory & Principles of Adult Education G	4	G	1		Educ
3276 Theory & Principles of Group Dynamics	3	5/6	1&2		Educ
3614 Theory & Principles of Group Dynamics G	3	G	1&2		Educ
3272 Theory & Principles of System Evaluation	3	5/6	1		Educ
3412 Theory & Principles of System Evaluation G	3	G	1		Educ
0931 Theory & Process in Education Administration M	6	M	1		Educ
4108 Theory of Organisations	4	3/6	1		Mangmt
3519 Total Property Management	3	T&A	1		Commn
4440 Tour Guiding & Management	4	5/6	1		Commn
3296 Tourism Computer-Based Systems	3	1/2	1		Commn
3297 Tourism Industry Project Scheme	4	5/6	1&2		Commn
3514 Tourism Marketing	8	3/4	1&2	Year-long	Commn
3714 Tourism Marketing G	6	G	1&2	Year-long	Commn
3815 Tourism Planning & Development	8	5/6	1&2	Year-long	Commn
3715 Tourism Planning & Development G	6	G	1&2	Year-long	Commn
3337 Tourism Research	3	1/2	2		Commn
3577 Tourism Research G	3	G	2		Commn
4532 Tourism Studies Masters Thesis M (full-time)	24	M	1&2	Year-long	Commn
4531 Tourism Studies Masters Thesis M (part-time)	24	M	1&2	Multi-sem	Commn
4530 Tourism Studies Masters Thesis Proposal M	8	M	1&2	Year-long	Commn
4250 Tourism, Economics & Policy	4	3/4	1		Commn
4258 Tourism, Economics & Policy G	4	G	1		Commn
4843 Trade Practices (LLB)	4	3/6	2		Mangmt
2887 Trade Practices Law	4	5/6	2		Mangmt
2844 Trade Practices Law G	4	G	2		Mangmt

University of Canberra, AUSTRALIA

1997 HANDBOOK

Unit Availability:U & V

Unit No and Name	Credit Points	Semester Level	Semester Availability	Duration	Faculty
3618 Urban Design	3	TBA	1		Env Des
1796 Urban Geography (Short)	3	3/6	2		AppSc
4232 Urban Policy & Management	4	3/6	2		Mangmt
4617 Urban Systems A	3	1/2	1		Env Des
3839 Value Management	3	7/8	2		Env Des
3669 Vegetation, Wildlife, Park & Water Resources	6	5/6	1&2	Year-long	AppSc
4607 Visual & Interactive Computing	4	5/8	1		Inf Sc/Eng

Go To: A,B,C,D,E,F,G,H,I,J,L,M,N,O,P,Q,R,S,T,W, Unit Availablity Contents Page

University of Canberra, AUSTRALIA

1997 HANDBOOK

Unit Availability:W

Unit No and Name	Credit Points	Semester Level	Semester Availability	Duration	Faculty
3915 Women & Organisations G	4	G	1		Mangmt
1485 Women & Organisations	4	3/6	1		Mangmt
3588 Women, Politics & Public Policy	4	3/6	2		Mangmt
4206 Women, Politics & Public Policy G	4	G	2		Mangmt
3006 World Resources	3	1/2	2		AppSc
1154 Writing 1	3	1/2	1&2		Commn
3710 Writing 1 (ESL)	6	1/2	1&2	Year-long	Commn
3433 Writing for Young People	4	3/4	1		Commn
3481 Writing for Young People G	3	G	1		Commn
1233 Writing PG	3	PG	2		Commn

Go To: A,B,C,D,E,F,G,H,I,J,L,M,N,O,P,Q,R,S,T,U & V, Unit Availablity Contents Page