

# Diploma of Commerce - Course Code: (X081)

## Course Outline – Trimester 2, 2024

<b>Campus</b>	Melbourne Burwood Campus / Geelong Waterfront Campus / Jakarta, Indonesia Campus
<b>Intake</b>	March, June, October
<b>CRICOS</b>	022637C
<b>Course Duration</b>	The duration of the Diploma course is three trimesters (12 months). There is an option, however, to fast track the course and complete it in two trimesters (8 months).
<b>Modes of Delivery</b>	On Campus: (International and Domestic students) Generally, four hours of class contact per week are allocated to each unit.  Online: (Domestic Students Only) Weekly self-directed study + one hour of scheduled contact per week administered online (Zoom/MSTeams)
<b>Study Load</b>	<b>If you are a domestic student</b> , you can enrol in 1 to 4 units, also known as modules (25% - 100% study load) each trimester. If you are seeking Centrelink assistance, you must enrol in 3 or 4 units.  <b>If you are an international student</b> , we recommend you enrol in 3 or 4 units, also known as modules (75% - 100% study load) per trimester in order to meet progression requirements to Deakin University, as outlined in your offer letter.
<b>Assessment</b>	Assessment for all units is ongoing and continuous consisting of tests, assignments and case study analysis. Most units have a final two-hour and fifteen minutes examination.  Both on campus and online students are expected to complete assessments as per the scheduled dates following the advised exam method (Online / On Campus) in Unit Outlines and/or the exam timetable.  <b><u>Both online and on campus students are required to attend a supervised on-campus exam for the core unit MAA103 Accounting for Decision Making.</u></b>
<b>Course Structure</b>	Complete and pass 8 units plus the zero credit DAI001 Academic Integrity Module.
<b>Units</b>	MAA103 Accounting for Decision Making <b><u>(Supervised on-campus final exam)</u></b> MAE101 Economic Principles <b><u>(Supervised online final exam)</u></b> MAF101 Fundamentals of Finance MIS171 Business Analytics MLC101 Law for Commerce MMK101 Marketing Fundamentals - * must also complete MAI010 MMM132 Management MIS203 Managing Information in the Digital Age DAI001 Academic Integrity Module**  ** required module (0 credit point) must be completed with MMK101.
<b>Transfer to Deakin University</b>	The following transfer criteria apply: <ul style="list-style-type: none"> <li>You must complete and pass eight Deakin College Diploma of Commerce units.</li> <li>You must achieve the required Weighted Average Mark (WAM) for your Deakin College diploma taking into account all units attempted at Deakin College (required WAMs are included under the Deakin University degree below).</li> </ul>

## Unit Availability - Diploma of Commerce

Subject	Trimester 1 2023	Trimester 2 2023	Trimester 3 2023
<b>MAA103</b> Accounting for Decision Making	✓	✓	✓
<b>MAE101</b> Economics Principles	✓	✓	✓
<b>MIS171</b> Business Analytics	✓	✓	✓
<b>MMK101</b> Marketing Fundamentals	✓	✓	✓
<b>MAF101</b> Fundamentals of Finance	✓	✓	✓
<b>MMM132</b> Management	✓	✓	✓
<b>MLC101</b> Law for Commerce	✓	✓	✓
<b>MIS203</b> Managing Information in the Digital Age	✓	✓	✓
<b>DAI001</b> Academic Integrity Module (Required 0 credit point module must be completed with MMK101)	✓	✓	✓

## Transfer to Deakin University

The following transfer criteria apply:

- You must complete and pass all eight (8) Deakin College Diploma of Commerce units.
- You must achieve the required Weighted Average Mark (WAM) for your Deakin College Diploma.
- The average includes ALL units attempted at Deakin College.

## Diploma of Commerce WAM required for Deakin University Bachelor Degrees are:

- 50% for all students, all campuses (excluding Bachelor of Laws)
- 70% Bachelor of Laws, all campuses

## When I transfer to Deakin University I want to study

Destination degree at Deakin University	Number of credits granted for completion of Diploma	WAM requirement (all students and study modes)	Minimum duration required to complete the degree at Deakin (equivalent Full Time)
<b>M300 Bachelor of Commerce</b>	8 credits	50	2 years
<b>M325 Bachelor of Business</b>	8 credits	50	2 years
<b>M391 Bachelor of Business (Sport Management)</b>	8 credits	50	2 years
<b>M340 Bachelor of Business Analytics</b>	8 credits	50	2 years
<b>M348 Bachelor of Property and Real Estate</b>	8 credits	50	2 years
<b>M312 Bachelor of Laws</b>	8 credits	70	3 years

- ❖ **Bachelor of Commerce (B, WF, C - T1, T2, T3) – (for T3 International students can enrol at B, C only)**
- ❖ **Bachelor of Business (B, WF, C, T1, T2) (B, C, T3 for domestic students only) ^**
- ❖ **Bachelor of Business (Sport Management) (B, C, T1, T2, T3) ^ (C, T3 for international students only)**
- ❖ **Bachelor of Business Analytics (B, C, T1, T2) ^**
- ❖ **Bachelor of Property and Real Estate (B, C, T1, T2, T3) ^\* (C, T3 for international students only)**
- ❖ **Bachelor of Laws (B, WF, C, T1) (B, C, T2) ^**

### Majors offered at Deakin include:

- Accounting (B, WF, C) ● Economics (B, WF^, C) ● Finance (B, WF^, C)
- Financial Planning (B, WF, C) ● Human Resource Management (B, WF^, C) ● Management (B, WF, C)
- Management Information Systems (B, C) ● Marketing (B, WF, C)

*^You may be required to undertake one or more units in Cloud (online) mode.*

### Minors

Students have the option to complete up to two minor sequences.

**^ Note:** Students may be required to undertake further level 1 units upon transfer to Deakin University.

**\* Note:** Students choosing a specific major may have to undertake additional units.

### Deakin University Campuses and Trimester codes

- B** Melbourne Burwood Campus
- WF** Geelong Waterfront Campus
- WB** Warnambool Campus
- C** Cloud Campus
- T1** Trimester 1 entry
- T2** Trimester 2 entry
- T3** Trimester 3 entry



**CRICOS Codes:** Bachelor of Business 095262C, Bachelor of Commerce 001838A, Bachelor of Business (Sport Management) 072593G, Bachelor of Business Analytics 098469G, Bachelor of Property and Real Estate 060343B, Bachelor of Laws 026686F

## Diploma of Commerce Course Maps

Fast Track (Completing In 8 months/2 trimesters)					
<b>1st Trimester</b>	<b>CORE MAA103</b> Accounting for Decision Making	<b>CORE MAE101</b> Economic Principles	<b>CORE MMK101</b> Marketing Fundamentals	<b>CORE MIS171</b> Business Analytics	<b>DAI001</b> Academic Integrity Module <b>(Required unit, 0 credit point)</b>
<b>2nd Trimester</b>	<b>CORE MAF101</b> Fundamentals of Finance	<b>CORE MLC101</b> Law for Commerce	<b>CORE MMM132</b> Management	<b>CORE MIS203</b> Managing Information in the Digital Age	

Normal Track (Completing course in 12 months/3 Trimesters) * <b>Recommended Track</b>				
<b>1st Trimester</b>	<b>CORE MAA103</b> Accounting for Decision Making	<b>CORE MAE101</b> Economic Principles	<b>CORE MMK101</b> Marketing Fundamentals	<b>DAI001</b> Academic Integrity Module <b>(Required unit, 0 credit point)</b>
<b>2nd Trimester</b>	<b>CORE MAF101</b> Fundamentals of Finance	<b>CORE MMM132</b> Management	<b>CORE MIS171</b> Business Analytics	
<b>3rd Trimester</b>	<b>CORE MLC101</b> Law for Commerce	<b>CORE MIS203</b> Managing Information in the Digital Age		

## Unit Outlines

**PLEASE ENSURE THAT YOU CHECK THE CURRENT TRIMESTER UNIT OUTLINES FOR ANY CONTENT AND ASSESSMENT UPDATES AT THE COMMENCEMENT OF THE TRIMESTER.**

### **MAA103 Accounting for Decision Making**

The unit covers: the impact of accounting in society; business planning and budgets for management decisions; classification, analysis and summarisation of business transactions; preparation of classified accounting reports; techniques to analyse and interpret financial statements.

*Assessment: 40% internal assessment, 60% final supervised On-Campus examination*

**Students MUST attend on-campus to sit the final exam.**

### **MAF101 Fundamentals of Finance**

This unit aims to introduce students to finance and provide an introductory knowledge of the Australian financial system. The unit will discuss some of the fundamental financial concepts such as the time value of money and the concepts of risk and return. Students will learn to apply these fundamental concepts in the areas of investments in equity and debt. These issues will be discussed in the local and international context.

*Assessment: 40% internal, 60% final examination*

### **MLC101 Law for Commerce**

The unit provides the underlying concepts and purpose of Law for Commerce and the Australian legal system. The unit covers the law relating to contract, consumer protection, business entities and relationships, and torts with a focus on negligence.

*Assessment: 60% internal, 40% final examination*

### **MMM132 Management**

The aim of this unit is to provide students with a critical understanding of the intellectual foundations of the study of management. The unit will provide the opportunity to analyse how the solutions to management 'problems' have developed under different conditions throughout the nineteenth and twentieth century. The unit also explores how management practice influences, and is influenced by, the external environment. This will involve examining how managerial action impacts on and is shaped by the environment, through a consideration of, ethics, social responsibility, and the social and cultural context of management.

*Assessment: 60% internal, 40% final examination*

### **MIS171 Business Analytics**

The digital revolution has changed the practice of business. Data to support business decisions (data collected by business systems as well as through the Internet and Social Media such as Facebook and twitter) are growing exponentially and becoming increasingly difficult to understand and use.

Business Analytics is the broad use of quantitative reasoning skills in business decision making. Business Analytics helps managers to solve complex business problems, improve business performance, anticipate and plan for change while managing and balancing risks. This unit will provide students with the analytical knowledge and skills to explore data to find patterns and relationships in data; assess uncertainty and risk of business decisions; evaluate decisions; and forecast and predict trends.

*Assessment: 50% internal, 50% final examination*

## MMK101 Marketing Fundamentals

Marketing focuses on the creativity involved in the marketing process, ranging from understanding consumer needs to designing customer-driven integrated marketing strategies using the marketing mix as well as creating value for end users and business customers. It is the intention to build the knowledge on the marketing planning process and how this is successfully implemented in market and computer-oriented organisations that include profit-oriented companies, government and the not-for-profit sector.

**Assessment: 60% internal, 40% final examination**

## MAE101 Economic Principles

This unit addresses the theory of competitive markets, and the need for and effects of government intervention. This includes a consideration of the nature of economics, consumer behaviour and market demand, the firm – its technology and costs, market structures, markets for input, public goods and externalities. This unit also provides the microeconomic framework required to develop an appreciation and understanding of the pricing and output by firms and their implications for economic efficiency.

**Assessment: 50% internal assessment, 50% final supervised online examination**

**Students MUST have the following resources to sit the MAE101 supervised online exam:**

- Laptop or desktop computer
- Camera for computer or laptop

## MIS203 Managing Information in the Digital Age

Our world is now a world of information. On the one hand this makes many things easier, fun or even possible but on the other it can cause us to be overloaded with information and distracted by our constant connections. In this unit we look at how we might manage better and use information and connections in business, at work and in everyday life.

The unit begins by considering the changes that the digital world has made to our lives and how we live in a world immersed in information and social media. We then look at how we can search and analyse information and utilise social media for business, learning and collaboration. We then look at how information can be used to assist people but also to monitor and manage people at work and at home. Finally, we consider how to use ICT in a more secure manner.

**Assessment: 100% internal**

## DAI001 Academic Integrity Module

DAI001 is a compulsory zero credit point module in all Deakin University courses. The module's learning and assessment activities allow students to develop knowledge, skills and good practice principles to understand the importance of maintaining academic integrity in their studies and career and to avoid breaching academic integrity standards.

**Assessment: Online multiple-choice quiz 100%. To be eligible to obtain a pass in this unit, students must achieve a minimum mark of 85% on the quiz. Students are allowed unlimited attempts of the quiz.**