

## NATIONAL DIPLOMA: LOGISTICS

### Qualification code: NDLO01 - NQF Level 6

Campus where offered: Pretoria Campus (day classes)  
 Last year of new intake: 2018  
 Teach-out (phase-out) date: 31 December 2023

Students registered for this qualification should complete their studies according to the teach-out date prescribed for the qualification, subject to the stipulations of Regulation 3.1.11 and 3.1.13 in the Students' Rules and Regulations.

Information on phased-out programmes can be obtained from the TUT website, [www.tut.ac.za](http://www.tut.ac.za).

### CURRICULUM

Consult the 2018 Faculty Prospectus for the full contents of the qualification.

#### FIRST YEAR

| CODE    | SUBJECT                 | CREDIT  | PREREQUISITE SUBJECT(S) |
|---------|-------------------------|---------|-------------------------|
| BMN120T | Business Management I   | (0,200) |                         |
| CLW200T | Commercial Law II       | (0,200) |                         |
| ENG120T | English (A level)       | (0,200) |                         |
| PUM120T | Purchasing Management I | (0,200) |                         |

#### FIRST SEMESTER

|         |                       |         |  |
|---------|-----------------------|---------|--|
| EUC10AT | End-User Computing IA | (0,100) |  |
|---------|-----------------------|---------|--|

#### SECOND SEMESTER

|         |                       |         |  |
|---------|-----------------------|---------|--|
| EUC10BT | End-User Computing IB | (0,100) |  |
|---------|-----------------------|---------|--|

TOTAL CREDITS FOR THE FIRST YEAR: **1,000**

#### SECOND YEAR

| CODE    | SUBJECT                  | CREDIT  | PREREQUISITE SUBJECT(S) |
|---------|--------------------------|---------|-------------------------|
| BMN230T | Business Management II   | (0,200) | Business Management I   |
| CAE100T | Costing and Estimating   | (0,200) |                         |
| LGS200T | Logistics II             | (0,200) |                         |
| PAU100T | Practical Accounting I   | (0,200) |                         |
| PUM220T | Purchasing Management II | (0,200) | Purchasing Management I |

TOTAL CREDITS FOR THE SECOND YEAR: **1,000**

#### THIRD YEAR

| CODE    | SUBJECT                           | CREDIT  | PREREQUISITE SUBJECT(S)  |
|---------|-----------------------------------|---------|--------------------------|
| BMN330T | Business Management III           | (0,250) | Business Management II   |
| LGS300T | Logistics III                     | (0,250) | Logistics II             |
| PLC110T | Production Planning and Control I | (0,250) |                          |
| PUM320T | Purchasing Management III         | (0,250) | Purchasing Management II |

TOTAL CREDITS FOR THE THIRD YEAR: **1,000**

TOTAL CREDITS FOR THE QUALIFICATION: **3,000**



## SUBJECT INFORMATION (OVERVIEW OF SYLLABUS)

The syllabus content is subject to change to accommodate industry changes. Please note that a more detailed syllabus is available at the Department or in the study guide that is applicable to a particular subject. On 12 September 2018, the syllabus content was defined as follows:

### B

#### **BUSINESS MANAGEMENT I (BMN120T) 1 X 3-HOUR PAPER**

*(Subject custodian: Department of Management and Entrepreneurship)*

A focus on the different management functions of business organisations in the South African environment. It describes how managers should manage resources and activities in such a way that organisations can operate as profitably as possible. (Total tuition time: not available)

#### **BUSINESS MANAGEMENT II (BMN230T) 1 X 3-HOUR PAPER**

*(Subject custodian: Department of Management and Entrepreneurship)*

The financial and operations functions are dealt with comprehensively. Financial Management offers students insight into finance theory and practice with emphasis on financial decision making which will increase the value of the business organisation. Financing decisions of investment, financing and working capital management are dealt with. Operations management gives an overview of the activities of the operations function in the manufacturing and services sectors. (Total tuition time: ± 60 hours)

#### **BUSINESS MANAGEMENT III (BMN330T) 1 X 3-HOUR PAPER**

*(Subject custodian: Department of Management and Entrepreneurship)*

Students acquire a basic knowledge of the principles of marketing management and in-depth study of general management. (Total tuition time: ± 60 hours)

### C

#### **COMMERCIAL LAW II (CLW200T) 1 X 3-HOUR PAPER**

*(Subject custodian: Department of Law)*

Introduction to the South African legal system. General principles of law of contracts. Specific contracts: contract of sale, lease agreement, insurance contracts, employment contract, specific commercial transactions, e.g. law of agency, surety, National Credit Act, 2005 (Act No. 34 of 2005) and Consumer Protection Act, 2008 (Act No. 68 of 2008). (Total tuition time: ± 92 hours)

#### **COSTING AND ESTIMATING (CAE100T) 1 X 3-HOUR PAPER**

*(Subject custodian: Department of Managerial Accounting and Finance)*

The basic methods and some selected techniques of cost accounting for application in the business environment. Cost elements, material costs, labour costs and overheads, job costing and manufacturing statements. The basic methods to calculate the profitability of a manufacturing concern, depreciation of assets, process costing, standard costing, cost-volume-profit analysis and budgets. (Total tuition time: not available)

### E

#### **END-USER COMPUTING IA (EUC10AT) CONTINUOUS ASSESSMENT**

*(Subject custodian: End User Computing Unit)*

Students have to acquire theoretical knowledge (computing fundamentals) and practical skills as end-users in operating systems and MS Office Suite applications (MS Word, MS Excel and MS PowerPoint) on an introductory level. Students will do online and computer-based tests. The modules are mapped with SAQA and IC3 Essential Skills for Digital Literacy (international certification). (Total tuition time: ± 40 hours)

#### **END-USER COMPUTING IB (EUC10BT) CONTINUOUS ASSESSMENT**

*(Subject custodian: End User Computing Unit)*

Students have to acquire practical skills as end-users in MS Office Suite applications (MS Excel Intermediate and MS Access Essentials), graphic design and dealing with the Internet, networks and how to search for information. Students will do online and computer-based tests. The modules are mapped with SAQA and IC3 Essential Skills for Digital Literacy (international certification). (Total tuition time: ± 30 hours)



**ENGLISH (A LEVEL) (ENG120T)****1 X 3-HOUR PAPER****(Subject custodian: Department of Applied Languages)**

Language acts of the individual (interpretation and analysis of messages, construction of effective messages, improving personal style, oral and body language, questioning and answering techniques). Theory, methods and principles of communication (defining communication and language dynamics, relationship between speaker and listener, principles of effective communication in business, style, register and language techniques, verbal and non-verbal communication, appeal and persuasion). Language acts in industry (communication structures, formulating messages for various purposes and selecting appropriate media, language in problem-solving and decision-making, group communication: written and oral, client and customer relations: written and oral messages, language and media). Language acts in the larger group and society (language and media, intercultural communication, visual codes, graphics and statistics, stereotypes in society, public communication). (Total tuition time: ± 90 hours)

**L****LOGISTICS II (LGS200T)****1 X 3-HOUR PAPER****(Subject custodian: Department of Marketing, Supply Chain and Sport Management)**

Introduction to logistics management functions; customer service, order and information systems, inventory, materials flow, and transportation, warehousing, materials handling, procurement, global logistics, financial control. (Total tuition time: ± 96 hours)

**LOGISTICS III (LGS300T)****1 X 3-HOUR PAPER****(Subject custodian: Department of Marketing, Supply Chain and Sport Management)**

Practical application of the different logistic functions, contemporary logistic research, contemporary logistics issues, their influence on society and business environment. (Total tuition time: ± 96 hours)

**P****PRACTICAL ACCOUNTING I (PAU100T)****1 X 3-HOUR PAPER****(Subject custodian: Department of Accounting)**

Introduction to accounting, the accounting equation, books of prime entry, bank reconciliation statements, debtors and creditors control accounts. Adjustments, financial statements (sole trader), inventory (different systems and valuation), budgets and budgetary control, non-current assets and their disclosure, manufacturing accounts, cost-volume-profit analysis, different forms of enterprise, their financial statements and related matters, basic cost accounting and cost behaviour. (Total tuition time: ± 60 hours)

**PRODUCTION PLANNING AND CONTROL I (PLC110T)****1 X 3-HOUR PAPER****(Subject custodian: Department of Operations Management)**

Introduction to production management. Operations strategies that use quality, cost and services as competitive weapons in designing and developing products and production processes. Long-range capacity planning and facility layout. Introduction to quality management. (Total tuition time: ± 96 hours)

**PURCHASING MANAGEMENT I (PUM120T)****1 X 3-HOUR PAPER****(Subject custodian: Department of Marketing, Supply Chain and Sport Management)**

An introduction of the purchasing management functions, purchasing management's position, strategic sourcing, ethical aspects, and social responsibility in purchasing management. Introduction to supply policies, determination of prices, inventory management, materials flow activities, purchasing for small and medium enterprises. (Total tuition time: ± 96 hours)

**PURCHASING MANAGEMENT II (PUM220T)****1 X 3-HOUR PAPER****(Subject custodian: Department of Marketing, Supply Chain and Sport Management)**

Buyer-supplier relationships, sourcing, ethical and social responsibilities, risk management, management of quality. Materials budget, cross-functional teams, purchasing services, specifications and standardisation, global supply management and supply chain management. (Total tuition time: ± 96 hours)

**PURCHASING MANAGEMENT III (PUM320T)****1 X 3-HOUR PAPER****(Subject custodian: Department of Marketing, Supply Chain and Sport Management)**

Advanced purchasing techniques, appraisal control and reports, negotiation techniques, purchasing research and value analysis, EDI, international purchasing, contmanagement. Legal considerations in purchasing, contrytypes and compensation, social responsibilities in purchasing, total cost of ownership, purchasing capital equipment, outsourcing and make-or-buy, supply strategies, and institutional supply management. (Total tuition time: ± 96 hours)

