

MASTER OF BUSINESS ADMINISTRATION

(Qualification type: Structured Master's Degree)

Qualification code: MMBT01 - NQF Level 9 (180 credits)

SAQA ID: 97399, CHE NUMBER: H/H16/E019CAN

Campus where offered:

Pretoria Campus (Nana Sita Street)

REMARKS

a. *Admission requirement(s):*

- A duly completed application form, with the following supporting documents -
- A bachelor honours degree or a relevant NQF Level 8 degree from a recognised academic institution.
- A percentage mark of 50% or more in GMAT (Graduate Management Aptitude Test), GRE (Graduate Record Exam) or GAT (General Aptitude Test from the Tshwane School for Business and Society). Results obtained in GMAT and GRE must not be older than three years. Marks from GMAT, GRE and GAT will be treated equally.
- A minimum of five years work-experience.

b. *Selection criteria:*

All candidates for admission into the MBA programme will be required to take and pass a 3-hour comprehensive aptitude exam to be administered at Tshwane School for Business and Society. Students who have taken and passed the GMAT (Graduate Management Aptitude Test) or the GRE (Graduate Record Exam) in the past three years will be exempted from writing the 3-hour exam. A non-refundable fee is payable.

Acceptance is subject to available capacity according to the Student Enrolment Plan (SEP). Applicants will be informed of their status per official letter from the Office of the Registrar, alternatively, they can check their application status on the TUT website, www.tut.ac.za.

c. *Recognition of Prior Learning (RPL), equivalence and status:*
See Chapter 30 of Students' Rules and Regulations.

d. *Intake for the qualification:*
January.

e. *Presentation:*

Block-mode classes and research. Classes are offered in trimesters in the form of compulsory lectures. Classes are held from 07:00 to 14:15 on Saturdays.

f. *Duration:*

A minimum of three years and a maximum of five years.

g. *Exclusion and readmission:*

See Chapter 2 of Students' Rules and Regulations.

h. *Rules on postgraduate studies:*

See Chapter 8 of Students' Rules and Regulations.

CURRICULUM

MODULES ARE OFFERED IN SEMESTERS AS DETERMINED BY THE DEPARTMENT.

FIRST YEAR

CODE	MODULE	NQF-L	CREDIT	PREREQUISITE MODULE(S)
AFM639M	Accounting and Financial Management	(9)	(11,25)	



DAT639M	Quantitative and Qualitative Data Analyses for Business Studies	(9)	(11,25)
LOB639M	Leadership and Organisational Behaviour	(9)	(11,25)
MMA639M	Macro and Micro Economic Analyses	(9)	(11,25)
MMG639M	Marketing Management and Globalisation	(9)	(11,25)
OMR639M	Operations Management and Operations Research	(9)	(11,25)
TOTAL CREDITS FOR THE FIRST YEAR:			67,50

SECOND YEAR

CODE	MODULE	NQF-L	CREDIT	PREREQUISITE MODULE(S)
BST639M	Business Strategy	(9)	(11,25)	
HRC639M	Human Resources and Change Management	(9)	(11,25)	
RMD639M	Research Methodology	(9)	(11,25)	
plus any three of the following electives:				
IEM639M	International and Environmental Management	(9)	(11,25)	
MTI639M	Management of Technology and Innovation	(9)	(11,25)	
PMT639M	Project Management	(9)	(11,25)	
PSD639M	Public Sector Management and Service Delivery	(9)	(11,25)	
QME639M	Quality Management and Monitoring and Evaluation	(9)	(11,25)	
TED639M	Technological Entrepreneurship and Sustainable Development	(9)	(11,25)	
TOTAL CREDITS FOR THE SECOND YEAR:			67,50	

THIRD YEAR

Students will only be allowed to register for the following after a proposal has been approved. (Refer to paragraph f in the remarks)

CODE	MODULE	NQF-L	CREDIT	PREREQUISITE MODULE(S)
MBA639M	MBA Dissertation (year module)	(9)	(45,00)	Research Methodology
MBA639R	MBA Dissertation (year module) (re-registration)	(9)	(00,00)	
TOTAL CREDITS FOR THE THIRD YEAR:			45,00	
TOTAL CREDITS FOR THE QUALIFICATION:			180	



MODULE 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 module. On 18 October 2019, the syllabus content was defined as follows:

A

ACCOUNTING AND FINANCIAL MANAGEMENT (AFM639M) 1 X 4-HOUR PAPER (OPEN BOOK) *(Module custodian: Tshwane School for Business and Society)*

South African accounting procedures and guidelines for business administrators, the South African tax system, time value of money, financial statement analysis and interpretation, working capital management, investment in capital projects, financing decisions, dividend decisions, business valuation, mergers and take-overs, objectives of managerial finance, cost analysis and behaviour patterns, costing systems and cost allocation, budget planning and control, decision-making, performance budget planning and control, performance appraisal through statement analysis, activity-based accounting, strategic management accounting and control. (Total tuition time: ± 40 hours)

B

BUSINESS STRATEGY (BST639M) 1 X 4-HOUR PAPER (OPEN BOOK) *(Module custodian: Tshwane School for Business and Society)*

Introduction to Strategy. Nature and value of strategic management, the strategic management process, strategic positioning. Strategic capabilities. Strategic purpose and culture. Strategic directions and corporate level strategy. International strategy. Strategic innovation, entrepreneurship and evaluation of strategy. Strategy in action: development process and organising for success. Strategy in action: resourcing, change management and practice. (Total tuition time: ± 36 hours)

H

HUMAN RESOURCES AND CHANGE MANAGEMENT (HRC639M) 1 X 4-HOUR PAPER (OPEN BOOK) *(Module custodian: Tshwane School for Business and Society)*

Optimal management strategies, manpower utilisation, the rights and responsibilities of employees, labour related matters in the context of South Africa, commonly used global and local human resources management strategies, environmental issues, affirmative action, human resource development, factors that affect human productivity in complex organisations, creating a strategic organisation, creating a learning organisation, the professional development and training of employees in complex organisations, strategic industrial relations management, key success factors and measures, implementation of strategies, performance management contracts, assessment of productivity at the workplace, good governance, utilisation of modern and innovative methods, sharing and dissemination of business-related and personal information at the workplace, utilisation of latest technologies, software applications, problem-solving and decision-making, data warehousing, information systems, and e-commerce. (Total tuition time: ± 40 hours)

I

INTERNATIONAL AND ENVIRONMENTAL MANAGEMENT (IEM639M) 1 X 4-HOUR PAPER (OPEN BOOK) *(Module custodian: Tshwane School for Business and Society)*

Principles of international management, the development, operation and maintenance of multinational operations, Knowledge and skills that are required for successful international entrepreneurial operations, basics of environmental management systems, overview of environmental standards, the ISO 14000 Series of Standards, environmental impacts and legal requirements, environmental aspects and impacts, planning an environmental policy, environmental auditing, eco-balances, environmental reporting, developing an environmental management programme, operational control, and emergency preparedness and response. (Total tuition time: ± 40 hours)



L**LEADERSHIP AND ORGANISATIONAL BEHAVIOUR (LOB639M) 1 X 4-HOUR PAPER (OPEN BOOK)**
(Module custodian: Tshwane School for Business and Society)

Good leadership, good corporate governance, effective leadership in the South African context, the human side of enterprise from a wholesome perspective of spirit, soul, body and social dimensions, teams, individuals, and networks in the context of the determinants of group culture, managing the performance of individual subordinates, establishing productive relationships with peers and seniors over whom the manager has no formal authority, successful leaders in action, developing a vision of the future, aligning the organisation behind the vision of the organisation, motivating people to achieve the vision of the organisation, designing effective organisations and changing them to achieve superior performance. (Total tuition time: ± 40 hours)

M**MACRO AND MICRO ECONOMIC ANALYSES (MMA639M) 1 X 4-HOUR PAPER (OPEN BOOK)**
(Module custodian: Tshwane School for Business and Society)

Principles of macroeconomic analysis, introduction to microeconomic analysis, the economic model of the firm, revenue and demand analysis, elasticity, production cost and analysis, estimation demand and cost, profitability analysis, profit maximisation, market structure and competition, pricing strategies, decision and risk analysis. (Total tuition time: ± 40 hours)

MANAGEMENT OF TECHNOLOGY AND INNOVATION (MTI639M) 1 X 4-HOUR PAPER (OPEN BOOK)
(Module custodian: Tshwane School for Business and Society)

Principles of innovation in business and entrepreneurial sciences, value creation, the various types of innovation, the relationship between technology and innovation, tools and resources that are vital for the effective management of technology in business enterprises, managing technological breakthroughs as the catalyst for new innovative products and/or processes. (Total tuition time: ± 40 hours)

MARKETING MANAGEMENT AND GLOBALISATION (MMG639M) 1 X 4-HOUR PAPER (OPEN BOOK)
(Module custodian: Tshwane School for Business and Society)

Optimal local and global marketing strategies, market segmentation, market information and research, product strategy, pricing strategy, distribution strategy, sales and selling, promotion strategy, planning and strategies, the impact of globalisation on marketing goods and services locally and internationally. (Total tuition time: ± 40 hours)

MBA DISSERTATION (MBA639M/R)**MINI-DISSERTATION ASSESSMENT****(Module custodian: Tshwane School for Business and Society)**

Conducting research and writing a dissertation. The foundation of the dissertation is the Research Methodology module. (Total tuition time: no formal tuition)

O**OPERATIONS MANAGEMENT AND OPERATIONS RESEARCH (OMR639M) 1 X 4-HOUR PAPER (OPEN BOOK)****(Module custodian: Tshwane School for Business and Society)**

External environment and stakeholders, the logistics concept, strategic approaches to logistics, operations and material flow, elements of a supply chain, inbound logistics, production requirements through purchasing, the production system, design and productivity, production planning and control, the impact of inventory on production, inventory management, outbound logistics, operations management in service industries, relevance of operations research to entrepreneurial and management studies, constraints and feasible solutions, linear programming, decision analysis, production of goods or services, scheduling, networking, facility location, management of service systems, and quality assurance. (Total tuition time: ± 40 hours)

P**PROJECT MANAGEMENT (PMT639M) 1 X 4-HOUR PAPER (OPEN BOOK)****(Module custodian: Tshwane School for Business and Society)**

Topics such as principles of project management, qualities of a good project leader, planning and organising projects, SWOT analysis, project implementation, PERT analysis, network analysis, lags, leads and floats, precedence diagrams, early start and early finish, forward pass, backward pass, earned value analysis, monitoring, evaluation and control. (Total tuition time: ± 40 hours)



PUBLIC SECTOR MANAGEMENT AND SERVICE DELIVERY (PSD639M)

1 X 4-HOUR PAPER (OPEN BOOK)

(Module custodian: Tshwane School for Business and Society)

Principles of social services, the South African public sector, South African Local Government and Municipalities, performance management contracts in the South African public service sector, Key Performance Areas, Key Performance Indicators, mentoring, evaluation and control in the South African public service sector, good governance and leadership in the South African public service sector, accountability, transparency, fairness, equitable distribution of resources, the role of the private sector in ensuring optimal service delivery, functions of the South African Auditor-General, the South African Batho Pele principles, the role of the South African judiciary and media in ensuring adequate service delivery in the public sector. (Total tuition time: ± 40 hours)

Q

QUANTITATIVE AND QUALITATIVE DATA ANALYSES FOR BUSINESS STUDIES (DAT639M)

1 X 4-HOUR PAPER

(Module custodian: Tshwane School for Business and Society)

As part of the quantitative aspect of study, the module introduces students to types of variables, frequency tables for categorical variables, summary statistics for continuous variables, one and two-sample tests of hypotheses and confidence intervals, two-by-two tests of associations, simple and multiple linear regression and correlation analysis, binary logistic regression analysis, analysis of variance, financial calculations for business studies, factor analysis, time series analysis, sample size calculations, the design of questionnaires, and proposal writing. As part of the qualitative aspect of study, the module will cover topics such as in-depth interviews, coding, text analysis, thematic analysis, discourse analysis and triangulation. Statistical packages such as SPSS, STATA, NVIVO and Atlas.ti will be used for teaching the module. (Total tuition time: ± 40 hours)

QUALITY MANAGEMENT AND MONITORING AND EVALUATION (QME639M)

1 X 4-HOUR PAPER (OPEN BOOK)

(Module custodian: Tshwane School for Business and Society)

Principles of quality management and monitoring and evaluation, factors that affect quality, total quality management, steps in the improvement of quality, relevant techniques and philosophies, statistical process control, documentation systems, enhancing management for quality (planning, organising, leading, controlling), growth, technology and innovation, process and document ownership, ISO 900, monitoring, evaluation and control principles in the South African public and private sectors. (Total tuition time: ± 40 hours)

R

RESEARCH METHODOLOGY (RMD639M)

CONTINUOUS ASSESSMENT

(Module custodian: Tshwane School for Business and Society)

Principles of conducting research in business and entrepreneurial studies, a review of the literature, scientific writing, the write-up of research proposals, ethics in research, study designs, measurement of variables, scaling design, sampling design, secondary data sources, conducting surveys, communication with respondents, instruments for data collection, validity and reliability of measurements, observational studies, experimentation, data preparation and preliminary analysis, hypothesis testing, measures of association, multivariate analysis, and written and oral presentation of results of studies. (Total tuition time: ± 40 hours)

T

TECHNOLOGICAL ENTREPRENEURSHIP AND SUSTAINABLE DEVELOPMENT (TED639M)

1 X 4-HOUR PAPER (OPEN BOOK)

(Module custodian: Tshwane School for Business and Society)

Principles of technological entrepreneurship, sustainable development in the context of South Africa and Sub-Saharan African countries, the relationship between entrepreneurship and technological advances, creativity, innovative ideas, feasibility, growth strategies, electronics and the entrepreneur, family businesses, the Entrepreneurship Day, and sustainable development in the context of South Africa and Sub-Saharan African countries. (Total tuition time: ± 40 hours)

