

BACCALAUREUS TECHNOLOGIAE: LABORATORY MANAGEMENT

Qualification code: BTLA01 - NQF Level 7

Campus where offered: Arcadia Campus (block-mode classes)
Last year of new intake: 2019
Teach-out (phase-out) date: 31 December 2022

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.

CURRICULUM

Consult the 2019 Faculty Prospectus for the full contents of the qualification.

FIRST OR SECOND SEMESTER

Subjects are offered in semesters, as determined by the Department.

CODE	SUBJECT	CREDIT
GEL401T	General Laboratory Management IV	(0,200)
LBM401T	Laboratory Personnel Management IV	(0,200)
LFM401T	Laboratory Financial Management IV	(0,200)
LMP401T	Laboratory Management Project IV	(0,200)
LMP401R	Laboratory Management Project IV (re-registration)	(0,000)
QAP401T	Quality and Productivity IV	(0,200)
TOTAL CREDITS FOR THE QUALIFICATION:		1,000

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. At time of publication, the syllabus content was defined as follows:

G

GENERAL LABORATORY MANAGEMENT IV (GEL401T) **1 X 3-HOUR PAPER (OPEN BOOK)**
(Subject custodian: Department of Chemistry)

Instrument, procurement, preventative maintenance, replacement, disposal and materials management, grading of materials, procurement, storage and disposal, methodology, management, validation, standard operating procedure (SOP), information management, introduction to LIMS, safety management. (Total tuition time: not available)

L

LABORATORY FINANCIAL MANAGEMENT IV (LFM401T) **1 X 3-HOUR PAPER (OPEN BOOK)**
(Subject custodian: Department of Chemistry)

Concepts of fixed, variable, capital and current costs, concepts of depreciation, profit and loss, assets and liabilities, pricing, financial control, budgets, development of a business plan, marketing management, knowledge of existing markets and market trends, development of new markets. (Total tuition time: not available)

LABORATORY MANAGEMENT PROJECT IV (LMP401T/R) **PROJECT ASSESSMENT**
(Subject custodian: Department of Chemistry)

A project of limited scope in which students apply their knowledge in practice. (Total tuition time: not available)



LABORATORY PERSONNEL MANAGEMENT IV (LBM401T)**1 X 3-HOUR PAPER (OPEN BOOK)*****(Subject custodian: Department of Chemistry)***

Selection and appointment of staff members, interview management, training, development, motivation, delegation, participative management, communication, leadership, job descriptions, performance management, internationalisation. (Total tuition time: not available)

Q**QUALITY AND PRODUCTIVITY IV (QAP401T)****1 X 3-HOUR PAPER (OPEN BOOK)*****(Subject custodian: Department of Chemistry)***

Quality: basic principles (quality plan, model, objectives, programme, protocol), productivity, creativity. Innovation: basic principles, laboratory structure, laboratory organigram, identification of key staff and functions, accreditation, basic principles. (Total tuition time: not available)

