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This booklet has been prepared by the Educational Services Division staff to help you to get to know your way around the Institute. So, read this booklet and find out what's what at G.I.A.E., and if you can't find the answer, seek advice from the Academic Registrar's office. They can at least point you in the right direction to find the answer.

Best wishes for your studies in 1982.

John Maynard
ACADEMIC REGISTRAR
**1982 INSTITUTE CALENDAR**

<table>
<thead>
<tr>
<th>Week No.</th>
<th>Monday</th>
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**LABOUR DAY**
March 8

**EASTER - Good Friday**
April 9

**Easter Monday**
April 12

**Queens Birthday**
June 14

**G.I.A.E. PROPOSED CALENDAR**

<table>
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<tr>
<th>All except Engineering</th>
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<th>Weekend &amp; Vacation Schools</th>
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<tr>
<td>Week 1</td>
<td>Week 2</td>
<td>13/14 FEB</td>
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**MAIN INFORMATION SOURCES**

Academic Registrar's Office - Contact Chris Helden or Jenny Hill in the Student Liaison Area located on the First Floor of the main building in Room 18204. The Academic Registrar's office provides a centralised information service for current and intending students. All written enquiries and problems relating to student admission, enrolment, continuation, assessment, graduation and student records should be directed initially to the Academic Registrar.

The Academic Registrar's office is open from 9.00 a.m. to 5.00 p.m. on weekdays, and from 9.00 a.m. to 12 noon on most Saturdays during Weekend Schools.

External Studies - contact Clive Vernon or John Evans in the Student Liaison Area located on the First Floor of the main building in Room 18204. External Studies provide a centralised service for current and intending external students. All enquiries and problems relating to external studies should be directed to the Co-ordinator, External Studies. The External Studies Area is open from 9.00 a.m. to 5.00 p.m. on weekdays, and 8.45 a.m. to 5.00 p.m. on Weekend Schools.

Course Advisers - The Schools of the Institute appoint a member of staff to act as course adviser to students enrolling in that particular course. The course adviser will give advice to the student in drawing up his study programme and in deciding in what order he should take the units that comprise his course programme. He will also be able to advise the student on any variation in his study programme.

Your Course Advisers for 1982 are:

<table>
<thead>
<tr>
<th>SCHOOL</th>
<th>AREA</th>
<th>ADVISER</th>
<th>PHONE</th>
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<tbody>
<tr>
<td>Applied Science</td>
<td>Applied Chemistry/Physical Science</td>
<td>Keith Hamilton</td>
<td>220251</td>
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<tr>
<td>Science</td>
<td>Operations Research/Computing/ Mathematics</td>
<td>Phil Rayment</td>
<td>220397</td>
</tr>
<tr>
<td>Arts</td>
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<td>Paddy Morgan</td>
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<td>Bill Batterby</td>
<td>220322</td>
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<td>Education</td>
<td>Graduate Diploma in Education</td>
<td>Graham Dettrick</td>
<td>220364</td>
</tr>
<tr>
<td></td>
<td>Diploma of Teaching</td>
<td>John Pearson</td>
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</tr>
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<td>Bachelor of Education</td>
<td>Robert Hind</td>
<td>220374</td>
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<td>Kay Frost</td>
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<td>220381</td>
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<td>Ian Spark</td>
<td>220387</td>
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<td>Hedley Potts</td>
<td>220280</td>
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<tr>
<td></td>
<td>Welfare</td>
<td>Gordon Dawber</td>
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Notice Boards

The official notice boards located in the central reception foyer provide the main means by which the Institute communicates important information such as lecture and tutorial locations and times, and examination timetables.

Orientation

The Orientation serves as an introduction to the Institute during which new and continuing students, teaching staff and administrative staff are available to provide information on all aspects of college life for new and continuing students. Orientation includes a wide variety of activities including forums and discussions about studying at the Institute, involving staff and students, tours of campus and local areas, introduction to equipment and facilities available to students, cultural and sporting events, etc. A detailed programme of Orientation events will be available to students in early February.

Reception Desk

Newcomers to the Institute are advised to make enquiries initially at the General Reception Desk located in the main entrance foyer.

EXTERNAL STUDIES

For further details on External Studies please refer to the Guide to External Studies at G.I.A.E. 1982. This booklet is available free of charge from:

John Maynard
Academic Registrar,
Gippsland Institute of Advanced Education,
Switchback Road,
CHURCHILL 3842

ADMISSION TO A COURSE

Applications for admission are administered through the Institute's Academic Registrar. The Institute's admissions policy aims at the admission of able, highly motivated students and seeks to encourage students of mature age whose academic qualifications may appear to be formally incomplete. In considering an application for admission the Institute may take into account also the applicant's purpose and motivation for undertaking the course of study, his extra-curricular interests and recommendations from referees.

Admission Requirements

Applicants who meet tertiary education requirements at HSC or TOP or other year twelve equivalent or who are over 21 years of age and have an appropriate academic and employment background, or who have gained qualifications approved by the Institute, are eligible for admission to diploma or degree courses at the Institute.

Application for Admission

New Applications - Part-time and External

Applications for part-time and external study must be made on the appropriate admission form, available on request from the Academic Registrar, and should be lodged, together with a record of fees paid (i.e. $50.00 part-time, comprising of Union Fees $40.00 and General Service Fee $10.00), with the Academic Registrar. Applications should be made by 30 October 1981. Quota restrictions could apply to some courses and units, and applications received after that date may not be considered.

Applicants seeking admission to the Institute for the first time should include the original documentary evidence of their entrance qualifications. Applicants who have changed their names since the receipt of their qualifications are required to include documentary evidence of their change of name.

Applicants seeking admission under the mature age provision should include the original references from their employers, and/or a reference from a suitably qualified person who can assess their ability to undertake a course of study at tertiary level.

NOTE: Incomplete applications will be returned unprocessed to the applicant with a request for the necessary documentation. This may delay the receipt of the completed application beyond the closing date, and may result in the applicant's failure to gain a place in the Institute.

New Applications - Full-time Internal

Applications for full-time, internal study must be made through the Victorian Universities Admissions Committee (V.U.A.C.), 11 Queens Road, Melbourne, Vic. 3004. V.U.A.C. application forms are available from the Secretary at the above address.

The following conditions apply to Undergraduate applications through V.U.A.C.:

(i) Normal closing date for applications is 30 October 1981;
(ii) Late applications forwarded during the period 1 December 1981 to 25 December 1981, should be accompanied by a late fee of $10.00 payable to V.U.A.C.;
(iii) Applications forwarded during the period 26 December 1981 to 21 January 1982 should be accompanied by a late fee of $15.00 payable to V.U.A.C.

Students are strongly urged to read carefully pages 5 to 11 of the V.U.A.C. Guide to Prospective 1982 Students for further information regarding selection.

The following conditions apply to Diploma in Education applications through V.U.A.C.:

(i) Normal closing date for applications is 20 November, 1981;
(ii) Late applications forwarded up to 4 December 1981 should be accompanied by a late fee of $10.00;
(iii) Under no circumstances will applications be accepted after 4 December 1981.

New Applicants - Single Subject

Applications for Single Subject must be made on the appropriate admission form, available on request from the Academic Registrar, and should be lodged together with fees paid (i.e. $50.00 for each unit of one semester duration, $100.00 for each unit of two semesters duration) with the Academic Registrar. Applications should be made by 30 October 1981. (Students may elect to pay the relevant Union Fee if they wish to take advantage of the benefits of Union Membership)

New Applicants - Interviews

With some courses the Dean may require an interview with applicants. Applicants to those courses which require an interview and/or a folio of work, shall be advised to contact the Dean (through the Academic Registrar, if necessary) to arrange a convenient time for an interview.

Deferred Entry

A person who has been offered a place in a course and does not wish to take up the offer immediately may apply for deferment of the offer. Application for deferment must be made as a written request to the Academic Registrar, for consideration by the Dean, and must be supported by a clear statement of the reason(s) for seeking deferral, together with any supporting evidence. Deferral will be granted only in exceptional circumstances and will not normally be approved for more than two successive semesters, and only for entry to the particular course for which the original offer was approved.

Applicants who have been granted deferment will be informed in writing by the Academic Registrar.
Enrolment - Full-time, Internal - V.U.A.C.

Applicants who have applied through V.U.A.C. will receive a card from V.U.A.C. advising them of the offer of a place and when they should attend the Institute for interview and enrolment. Applicants should note that the V.U.A.C. card must be presented at the time of enrolment. Such applicants should note that a fee of $75.00 (comprising a Union fee of $60.00 and general Service Fee of $10.00) must be paid at the time of enrolment.

Confirmation of Enrolment

Once applications have been processed and approved, students will receive a letter confirming the course and units for which they are officially enrolled. Students are expected to check that the confirmation of enrolment is correct in every particular. Any queries regarding the information contained in the letter should be directed immediately to the Academic Registrar.

CONTINUATION IN YOUR COURSE

Continuing students (internal, external and part-time) are required to lodge their applications for re-enrolment, together with a record of fees paid, with the Academic Registrar no later than 15 January 1982. Application forms for re-enrolment are available on request from the Academic Registrar's office. The Dean may consider students' end-of-year assessment results when approving re-enrolment applications, and students will be advised of any necessary adjustments to their study programme.

A student who has previously been enrolled and has withdrawn from a College course or has been excluded from a College course and seeks re-admission in 1982 should follow the admission procedures outlined for new students.

Changes in Personal Particulars

Students who change their name, term address, or permanent address, should notify the Academic Registrar by completing the appropriate form, available on request from the Academic Registrar's office. A term address is that address by which a student may be contacted during the semester.

Identity Cards

Identity Cards will be issued to all students on enrolment or re-enrolment. These must be carried at all times when the student is on-campus and will be necessary for borrowing books from the library or claiming for student concessions and examination room entry. It must be shown on demand by officers of the Institute.

Course Changes and Deferred Studies

Alterations to Enrolment

Students must notify the Academic Registrar, using the form available from the Academic Registrar's office, of any change in their selection of units, or discontinuance of any or all of their units. Any change requires the approval of the Dean before it can be acted upon. No change of course or unit will be accepted after the fourth week of the semester in which the unit or course is offered, unless express permission is obtained from the Dean. Enrolment in all external units in any semester close two weeks after the start of semester.

Withdrawal from Units or Courses

(a) First Semester: 12 March 1982 is the closing date for withdrawal without penalty from a unit or course which is taught and assessed in either first semester or the full year.

(b) Second Semester: 13 August 1982 is the closing date for withdrawal without penalty from a unit or course which is taught and assessed in second semester.

In all other cases the unit enrolment will be carried forward to the examination period and probably receive the "N" - not satisfactory completed - result.

Deferred Studies

A student wishing to temporarily discontinue his studies may apply for deferment of his place in the course. Applications for deferments must be made as a written request to the Academic Registrar, for consideration by the Dean and must be supported by a clear statement of the reason(s) for seeking deferral, together with any supporting evidence. Deferment will be granted only in exceptional circumstances and will not normally be approved for more than two successive semesters. Students who have been granted deferment will be informed in writing by the Academic Registrar.

Assessment and Examinations

Results awarded for each unit represent a total assessment of the student's performance in such written examinations, assignments, classwork, practical or other work as prescribed for that unit by the Dean. Students should be fully aware of the methods of assessment prescribed for each unit they undertake.

Special Consideration

If a student is hampered by illness or other serious cause which may have adversely affected his academic performance, the student is advised to apply at the earliest possible opportunity to the Academic Registrar, with supporting evidence (such as a doctor's certificate), if he wishes to have such illness or cause taken into account in the assessment of his work.

Appeal

All assessment matters are under the jurisdiction of the Dean and final results are determined after careful consideration of the student's overall performance. In addition to provision of special consideration which already exists, students who feel concerned about their assessment at any time during the year should initially consult with the lecturer concerned and, if they remain dissatisfied, they should seek consultation with the Dean. Students are reminded that they should initiate consultation with their lecturers to maintain a check on their own progress and general status within the course.

Examinations Timetable

A draft timetable will be issued to each student five weeks before the appropriate examination period and a final timetable will be issued two weeks before the examinations. Draft timetables should be checked carefully and any clashes reported to the Academic Registrar. Times of all examinations indicated on the final timetable should be noted carefully. There is no entitlement to special consideration on the grounds of misreading the timetable.

Examinations at Approved Outside Centres

Together with the draft timetable mentioned above, students will receive a list of examination Centres where G.I.A.E. examinations can be taken. Students will be requested to inform the Academic Registrar immediately of the Centre at which they wish to sit for the examination and the units for which an examination is required. Students who find themselves unable to sit for examinations at the Centres listed due to hardship, should advise the Academic Registrar immediately and apply for an alternative
examination centre. Students who fail to nominate in the specified time may be required to attend the Institute.

Notification of Results

Assessment results will be mailed to each student as soon as possible after the end of the appropriate examination period. Results will be mailed to the student's latest address notified to the Academic Registrar. Under no circumstances will assessment results be given over the telephone.

Unsatisfactory Progress

Students will be informed by letter if their academic progress is to be reviewed by a Dean. Such students may place before the Dean any information considered relevant, by writing to the Academic Registrar. Students may appeal against a decision in respect of unsatisfactory progress by writing to the Academic Registrar to that effect. The notification of appeal should be accompanied by any information which is considered relevant. Such appeals will be considered by the Admissions and Qualifications Committee.

Statements of Academic and/or Attendance Status

Students requiring special certification by the Academic Registrar of course and unit enrolments, examination results, or attendance status, should apply to the Academic Registrar on the prescribed form available on request from the Academic Registrar's office. The fee is $1.00 for each signed certificate and 20 cents for each additional signed copy of any certicate.

Graduation

Requirements and Procedures

Students who have satisfactorily completed all the requirements of the course for which they are enrolled or who are reasonably confident that, as a result of their performance in the end of year examinations, they will satisfactorily complete all the requirements of the course for which they are enrolled, are required to apply for the award of the appropriate diploma or degree. Students are advised to apply in November 1981, and certainly no later than 11 January 1982. Application forms are available on request from the Academic Registrar. Applications are closely checked against students' academic records and, if legitimate, are certified by the Dean.

The Graduation Ceremony will be held on 8 May 1982.

Candidates whose applications for an award are not certified by the Dean will be informed of their unsuccessful application. Candidates whose applications for an award are certified by the Dean, may expect to receive confirmation in March 1982.

GUIDE TO INSTITUTE SERVICES

Student Counselling

The Institute's Student Counsellor is located in Room 1W203. Refer booklet available from Student Counsellor.

The Library

The Institute Library is situated in Room 2N107 of the main building. Refer booklet available from the Library.

Computer Services

The Computer Services Section is located in Room 2N217, main building. Refer booklet available from Computer Services.

Banking Facilities

The National Bank of Australasia Limited, Morwell Branch, operates a branch agency on-campus each Monday, Wednesday and Friday between 12.30 and 2.00 p.m. The bank is located in Room 2N103 in the "Knuckle" area.

Co-op Bookshop

The University Co-operative Bookshop is located at Room 2N101 in the main building.

Cafeteria and Dining Facilities

The main dining area is open from at least 9.00 to 5.00 p.m. on all normal Institute work days (including Weekend Schools for external students), with provision for extended hours according to demand and special reservation.

Student Accommodation

The Institute has residential accommodation on its Churchill campus for 108 students. The on-campus accommodation is in self-contained units, each of which comprises 12 individual bed/study rooms with a share lounge/kitchen area, laundry and shower/toilet facilities. The units are fully furnished and students need only supply their own towels, crockery and cutlery. The charge per student place in 1981 was $17.50 per week plus a $50 refundable deposit. It is assumed that this charge will be maintained in 1982.

Gippsland Institute of Advanced Education Union

The G.I.A.E. Union office is located at Room 3N102. Information on the Union can be obtained from this Office.

Union Fees

Tuition fees are no longer charged, but the Australian Government has made this conditional upon Union fees being compulsory for all students. A two-tiered Union fee is in existence - one for full-time students and one for part-time students. The part-time student rate applies to students enrolling for less than six units per year. Six or more units constitutes a full-time load.

Method of Payment

Student fees may only be paid direct to a Bank on the official deposit form which is forwarded to all intending students with enrolment and re-enrolment forms. Additional deposit forms may be obtained from the Student Liaison Centre, Churchill Campus, or by writing to the Academic Registrar. Fees may be deposited at the National Bank, Morwell, or at any other Bank. Where fees are deposited at Banks other than the National Bank, Morwell, a transfer fee will be charged by the receiving Bank. Deposit forms have two counterfoils, one of which should be stamped by the Bank where the deposit is made and then attached to the enrolment form in the place provided before it is returned to the Academic Registrar. One of the two counterfoils is to be retained by the student for his/her records, and is marked for this purpose.
Refunds

Applicants who are not accepted will receive a refund of Union fees paid. Union fees will also be refunded to applicants who have been accepted but withdraw from all studies by 19 February 1982, provided that notice in writing of the withdrawal is in the hands of the Academic Registrar by that date. Applications for the refund of Union fees after 19 February 1982 should be directed to the President of the G.I.A.E. Union.

MULTIDISCIPLINARY DEGREES AND DIPLOMAS

Core Studies units are designed to be broader in range than the specialist units which form the major area of a student's course. They embrace a number of disciplines and bring to bear a variety of approaches on a number of related topics. Core Studies units are taught by staff from different courses. Core Studies are designed to help students put their own specific units and course into a broader perspective, as well as providing them with a better understanding of conditions in the society in which they will pursue their vocations.

The essential characteristics of Core Studies units are their breadth and their inter-disciplinary nature. The courses offered by tertiary institutions, including the G.I.A.E., involve specialisation in a limited number of disciplines. Core Studies units explicitly attempt to widen the narrow perspective which often results from this specialisation. Students are exposed to a wide range of disciplines from the various Schools in the Institute, thus providing a frame of reference for their specialist course. Specialisation tends to result in the division of knowledge into separate compartments, without any real understanding of the links between the compartments. One of the important features of core studies units is their role in integrating disciplines, for students and staff alike. All the Core Studies units offered i.e. 1130 Science and Society, 6103 Economy and Society, 6130 Australian Studies, 6131 Media Studies and 6132 Modern History, have retained these characteristics of integrating disciplines and widening perspectives.

The inter-disciplinary Core Studies units are a unique feature of the Multidisciplinary degree and are part of the Degree and Diploma programmes in Arts, Applied Science and Engineering courses. They are available as electives to Business, Welfare Studies, Education and Visual Arts students. Core Studies units are based on general contemporary topics of which students are expected to have some knowledge and understanding so as to extend their awareness beyond their own specialist areas of interest. They provide an opportunity for contact and exchange of ideas between students and staff of different levels and from different Schools.

Students enrolled in Arts and Applied Science courses take three Core Studies units as part of the requirements for their Degree or Diploma. In order to maintain the aim of encouraging students to mix in common units, students should do at least one unit from both the Humanities-based Core Studies units (Group 2) and the Science-based Core Studies units (Group 1). Normally, students should take only one Core Studies unit per semester. In future years additional units may be added to the Core Studies units currently offered.

DESCRIPTION OF CORE STUDIES UNITS OFFERED IN 1981

GROUP 1

1130 Science and Society

Unit Adviser: Dr M. A. Hooper

Throughout the year - one Lecture and one Tutorial per week - Unit Value of 1 - Internal and External study
Prerequisites or Corequisites: Nil.

Unit Outline: This unit examines some of the factors which influence technological developments in our society. A detailed case study of a major current project is used to highlight the impact of science and society upon each other. Emphasis is placed on the political, social, economic and environmental implications of this interaction. Students are expected to develop sound criteria for assessing future projects and generally become aware of the need to critically examine technological progress.

Assessment: Assessment is based on written work, other evidence of personal involvement and participation.

5190 Energy and Society

Throughout the year - 2 hours per week - Unit Value of 1 - Internal and External study

Prerequisites: Nil.

Unit Outline: The basic theme of the unit is the investigation of the key role of energy, especially mechanical and electrical power, in the development and sustenance of human society - past, present and future. The primary emphasis is on modern technologically-based or industrialised society. Special attention is given to the interactions between energy technology, economics and social policy. After an introduction to the role of energy in modern society, the historical development and application of energy technology are reviewed. The environmental effects of energy-intensive civilisations are considered in detail. Surveys of world energy resources, including alternative energy sources, are used as a basis for an introduction to the economics of energy. National and international energy and economic policies are discussed, including potentials for energy conservation, especially in the field of transportation. The remainder of the unit is devoted to detailed consideration of specific topics in energy and the environment which are of particular interest in Victoria and/or Australia. Those may include: Electric power supply in Victoria and its environmental effects. The utilisation of Victorian brown coal. Energy considerations in agriculture and food supply. Australian uranium and nuclear energy policy. Australian energy policy, with special attention to international trade in energy resources.

GROUP 2

6103 Economy and Society

Unit Adviser: Mr I. A. Gibson

Second Semester - 4 hours per week - Unit Value of 1 - Internal and External study

Prerequisites: Nil.

Unit Outline: This unit aims to promote an understanding of contemporary Australian society by studying the role of the economy in various types of societies in the past and present, drawing upon theories and experiences of comparative economic systems, history, sociology and anthropology. In particular, the unit concentrates on change in economic systems, studying the economic, social, political, and technological causes and consequences of such change. A series of seminars will be held covering aspects of changes in Latin America.

Assessment: Students who successfully participate and complete written assignments and projects will not be required to sit for an examination.

6130 Australian Studies

Unit Adviser: Mr P. V. Morgan

Second Semester - 4 hours per week - Unit Value of 1 - Internal and External study

Unit Outline: This unit looks at continuities and changes in Australian life and society this century. The unit is based on autobiographical accounts of the period, and examines aspects of the society in a multidisciplinary way. Propositions about political, cultural and social configurations in Australia will be examined through the use of historical, literary and sociological methods and materials.

Assessment: Assessment is based on written work and participation. Students who do not perform satisfactorily may be required to sit for an examination.

6131 Media Studies

Unit Adviser: Mr N. Hanley

First Semester - 4 hours per week - Unit Value of 1 - Internal and External study

Prerequisites: Nil.

Unit Outline: This unit provides an introduction to the nature and functions of the media (print, radio, television, film) with particular focus on news and advertising. The emphasis will be on media in Australia; however attention will be drawn to the global context of the media.

6132 Modern History

Unit Advisers: Mr P. Farago, Mr D. J. Goff

First Semester - 4 hours per week - Unit Value 1 - Internal and External study

Prerequisites: Nil.

Unit Outline: In this unit students will be introduced to the main social forces, events and ideas which have shaped the modern world. Stress will be placed on significance rather than on factual learning. The aim is to provide an overview and to give students the opportunity to pursue some topics in depth.
APPLIED SCIENCE

BACHELOR OF APPLIED SCIENCE
(Multi-Discipline) (Applied Chemistry, Physical Science, Mathematics or Operations Research and Computing)
DIPLOMA OF APPLIED SCIENCE
(Applied Chemistry)

These courses (B.App.Sc. and Dip.App.Sc.) normally require three years of full-time study or the equivalent in part-time or external study.

All courses have been designed to provide a flexible but sound entry into a professional life in industry, commerce or education. To achieve this a strong inter-disciplinary approach, in keeping with the demands of a technological society, is a feature of the courses. It is also possible to pursue a course with major sequences in two science areas, or in one science and mathematics, or to follow a sequence coupling with business, education or social sciences.

Major Studies

Major studies are available in Applied Chemistry, Mathematics, Physical Science and Operations Research and Computing and a programme can be constructed to lead into any of these areas. Supporting studies to second level in Biochemistry are also available.

Entry to Courses

Formal entry requirements are detailed in the chapter on Admission to a Course, but although year twelve studies in science, mathematics and English provide the normal basis for entry, preparatory or bridging subjects in various areas are available.

First Level Studies

Since in many cases the final direction of a course may be unresolved at first enrolment, studies at the first level are designed to give the maximum choice in subsequent course plans. First level Applied Science studies are referred to as a 'Common Year' and the course is composed of three units from the 'Science' Group, two units of Mathematics, one unit of Core Studies (in these units several internal choices or options are available), and one unit of Scientific Thought and Methods. An eighth unit is selected from either Mathematics or Science, the choice being made in second semester.

Common Requirements

Core Studies units form a part of all Institute Degree and Diploma courses and a number of these are expected to be included in the course. The specific feature of these units is that they are topic oriented and presented by inter-disciplinary teams. Students from various areas and levels are brought together to examine topics of current, social interest which are not usually covered in regular course work.

SCIENTIFIC THOUGHT AND METHODS is a unique requirement of all Applied Science courses and consists of three sequential units spanning the three levels of a course. This programme aims at a clear understanding of the processes and methods used by the scientist in problem solving.

Course Requirements

GENERAL REGULATIONS

(1) Units within this degree have a specified credit value and requirements are satisfied when units with a total credit value of 24 are successfully completed.

(2) Three units from the Core Studies group are to be included in the course.

(3) A maximum of ten first level units may be included (excluding core studies)

SPECIFIC REQUIREMENTS

(4) At least one major sequence, with a minimum of 8 coherent units in the appropriate major strand, must be included - one of these eight units shall be the third level unit, Applied Research Project with a study in an area relevant to the major strand.

- at least 4 units of the major sequence must be from the third level of the course.

(5) Two units of Scientific Thought and Method must be included.

(6) At least three credit units from the "science group" and two credit units of the "mathematics group" must be included in the first level of the course.

(The "science group" is defined as units 1181, 1182, 1183, 1184, 1186 and 1188; the "mathematics group" is defined as units 6169, 6160, 6161, 6163, 6164, 6170, 7180 and 7181.

SPECIFIC REGULATIONS FOR THE DIPLOMA OF APPLIED SCIENCE

APPLIED CHEMISTRY - the course must contain one unit of Scientific Thought and Method and one unit of core studies at the first level and either a second unit of core studies or Scientific Thought and Methods at the second level, and such other units as may be specified by the Board of Studies in Applied Science.

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<th>UNIT NO.</th>
<th>UNIT VALUE</th>
<th>UNIT NAME</th>
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### TYPICAL COURSE STRUCTURES

#### LEVEL 1 - Common Degree/Diploma Year

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#### Applied Chemistry

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#### 2. Degree Courses

**a) Applied Chemistry**

Maximum Chemistry

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**b) Chemistry/Biochemistry**

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**c) Mathematics**

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10. **DESCRIPTION OF UNITS**

The following unit outlines are those offered in the Applied Science and Mathematics areas. For details on Core Studies units see the appropriate section.

**CORE STUDY UNIT**

1130 Science and Society

For details of this unit see the Core Studies section.

**COMMON REQUIREMENT UNIT**

1162 Scientific Thought and Methods

Unit Adviser: Mr J.A. Harris

2 hours of lecture per week throughout the year - Unit Value of 1 - Internal and External study

Prerequisites or Corequisites: Nil.

Unit Outline: The importance of "scientific method" in any science-based course cannot be overestimated. The capacity for logical thought and the ability to define and solve problems is central to both the learning and the practice of science. The aim of this unit is to develop:

- the ability to think logically
- the ability to use the literature and information of science in an intelligent and aggressive manner
- some understanding of the process of thinking and thought communication
- an understanding of the inter-relations present in the scientific community and
- the ability to define and carry out scientific tasks in accordance with a good scientific method.

This subject is developed as a three level course. The three levels will each carry three main themes:

1. Information Classification, Retrieval and Presentation.
2. Thought Processes and Communication.
3. Problem Definition and Solution.

The culmination of the course in level 3 will be a project involving a literature search, an experimental investigation and presentation of a detailed report.

1180 Physical Science

Enrolment in this unit will only be accepted after consultation with the Unit Adviser or Head of School

Unit Adviser: Dr M.A. Hooper

First and Second Semester - Requiring 15 hours of compulsory Laboratory attendance - Unit Value of 1 - External study only

Prerequisites and Corequisites: Special entry conditions - such as inadequate background or refresher course

Unit Outline: This unit is designed as an introduction to the physical sciences. It is oriented towards the student with limited scientific background. One important aim is scientific literacy and awareness. Areas of study are properties of matter, structure, energy and reactivity. Study area examples are related to the science of our everyday world used to explain natural phenomena.

1181 Science - An Interactive Approach

Unit Adviser: Dr M.A. Hooper

First Semester - 3 hours of Lectures, 3 hours of Laboratory per week - Unit Value of 1 - Internal study

Prerequisites or Corequisites: Normally, qualifications providing entry to course.

Unit Outline: This unit together with unit 1183 provides a basis for further studies in the chemical, physical and biological sciences. The two units emphasise the interactive aspects of all natural sciences. The two units may be studied either concurrently or consecutively. This unit is designed to give a general introduction to the following areas: chemical periodicity, molecular geometry and bonding, carbon chemistry including biological macromolecules, chemical equilibrium, cell structure and function, kinetics and evolution.

1182 Physical Science

Unit Adviser: Dr M.A. Hooper

Second Semester - 3 hours of Lectures, 3 hours of Laboratory per week - Unit Value of 1 - Internal study

Prerequisites and Corequisites: 1181

Unit Outline: The unit further develops some of the concepts and principles introduced in unit 1181. Topics covered are pre-transition elements, gaseous and solution equilibria, the structure and properties of carbon compounds, and electrochemical concepts.
1183 Science - An Interactive Approach

Unit Adviser: Mr K.G. Hamilton

First Semester - 3 hours of Lectures, 3 hours of Laboratory per week - Unit Value of 1 - Internal and External study

Prerequisites or Corequisites: Normally, qualifications providing entry to the course

Unit Outline: (Read Unit Outline 1181). This unit provides studies in principles of measurement, the fundamentals of atomic and molecular structure, kinetic molecular theory and thermodynamics, electromagnetic field theory, the nature of crystalline and doped materials, the electrical properties of matter and conduction.

1184 Physical Science

Unit Adviser: Mr P.J. Higgins

Second Semester - 3 hours of Lectures, 3 hours of Laboratory per week - Unit Value of 1 - Internal and External study

Prerequisites or Corequisites: 1183 or by permission of unit adviser.

Unit Outline: This unit further develops and introduces topics relevant in particular to physics and physical science. Topics covered will include an introduction to relativity, wave theory and physical optics. Thermal and Electrical properties of materials, quantum theory, X-rays and their applications, applied mechanics and hydrodynamics.

1186 Biological Science

Unit Adviser: Mr R.D. Teasdale

Second Semester - 3 hours of Lectures, 3 hours of Laboratory per week - Unit Value of 1 - Internal only

Prerequisite and Corequisite: 1181

Unit Outline: An introductory unit in biological principles and processes which extends some of the basic studies from 1181: Science - An Interactive Approach into the life sciences. Topics covered in this unit include animal functions, plants, perpetuation of life (including genetics) and ecology. This unit is a suitable prerequisite for 6294: Biological Psychology.

1188 Physical Science

Unit Adviser: Mr J.A. Harris

Second Semester - 3 hours of lectures and 3 hours of Laboratory or associated activity per week - Unit Value of 1 - Internal and External study

Prerequisite or Corequisite: 1183 or by permission of unit adviser.

Unit Outline: This unit further develops fundamental science principles and introduces topics essential for studies in materials science. As such it is strongly recommended for students majoring in engineering. Topics covered include - thermal and electrical properties of solids and gases, reaction kinetics, phase equilibria and modern theories on the nature and behaviour of matter.

1251 Chemistry

Unit Adviser: Mr B.T. Dunstan

First Semester - 4 hours of Lectures, 4 hours of Laboratory per week - Unit Value of 1 - Internal and External study

Prerequisites: 1181 and 1182

Unit Outline: This unit is intended to serve as a further study in the basic principles of chemistry. Typical areas covered include; reaction kinetics and mechanisms, structure and bonding, electrochemistry, solution chemistry, carbon reactions, mechanism and group chemistry.

1252 Chemistry

Unit Adviser: Mr B.T. Dunstan

Second Semester - 4 hours of Lectures, 4 hours of Laboratory per week - Unit Value of 1 - Internal and External study

Prerequisites: 1251, 1281

Unit Outline: A continuation of the studies commenced in 1251 Chemistry.

1255 Chemistry

Unit Adviser: Mr B.T. Dunstan

First Semester - 3 hours of Lectures, 4 hours of Laboratory per week - Unit Value of 1 - Internal and External study

Prerequisites: 1181 and 1182

Unit Outline: This unit is specifically designed for the Applied Chemistry Diploma course and is not available for normal credit in a course leading to B.App.Sc. Lectures contain elements from the three main strands of the lectures available in Chemistry 1251/1252, and appropriate extended laboratory exercises.

1256 Chemistry

Unit Adviser: Mr B.T. Dunstan

Second Semester - 3 hours of Lectures, 4 hours of Laboratory per week - Unit Value of 1 - Internal and External study

Prerequisites: 1255, 1281

Unit Outline: This unit is a continuation of the studies commenced in 1255 Chemistry. The same restriction applies as for 1255.

1262 Scientific Thought and Methods

Unit Adviser: Mr J.A. Harris

Throughout the year - 2 hours of lecture per week - Unit Value of 1 - Internal and External study

Prerequisite: 1162

Unit Outline: The work of unit 1162 in Theme 1 - Information, and Theme 3 - Problem Definition and Solution is extended, and Theme 2 - Thinking and Thought Processes is developed.
12. 
1271 Applied Chemistry
Unit Adviser: Dr R.J. Hodges
First Semester - 7 hours per week of integrated Lectures and practical work - Unit Value of 1 - Internal study
Prerequisites: 1182 and 1184 or equivalent approved studies (1251 is normally a corequisite)
Unit Outline: This unit will extend the concepts introduced in 1181 and 1182, particularly in the applications of equilibria and quantitative analysis. Emphasis in this unit will be on the understanding of classical methods of chemical analysis with emphasis on the acquisition of laboratory skills. Also included is a study of the basic principles of polymer science.
1272 Applied Chemistry
Unit Adviser: Dr R.J. Hodges
Second Semester - 7 hours per week of integrated Lectures and practical work - Unit Value of 1 - Internal study
Prerequisites: 1271; 1252 is normally a corequisite.
Unit Outline: In contrast to a classical theme used in 1271, the emphasis in this unit is an introduction to modern instrumental analysis, including electro-chemical methods, UV-Vis spectrophotometry and A.A. analysis, basic industrial safety, local industry and chemical technology of the water industry.
1275 Applied Chemistry
Unit Adviser: Dr R.J. Hodges
First Semester - 9 hours per week of integrated Lectures and practical work - Unit Value of 1½ - Internal study only
Prerequisites: 1182, 1184 or equivalent approved studies, (1255 is normally a corequisite)
Unit Outline: The unit comprises the same lectures as 1271 but with extended laboratory courses. It is designed to meet the specific need of a Diploma of Applied Science. This unit may be taken by students who have permission to attempt an overloaded course towards the B.App.Sc.
1276 Applied Chemistry
Unit Adviser: Dr R.J. Hodges
Second Semester - 9 hours per week of integrated Lectures and practical work - Unit Value of 1½ - Internal study
Prerequisite: 1275
Unit Outline: The unit comprises the same lectures as 1272 but with extended laboratory courses and is intended primarily for students undertaking a Diploma of Applied Science.
1281 Physical Science
Unit Adviser: Dr M.A. Hooper
First Semester - 6 hours per week of integrated Lectures and Laboratory work - Unit Value of 1 - Internal study
Prerequisites: 3 units of Science Group at Level 1
Unit Outline: This unit is designed around the themes of spectroscopy and thermodynamics. Initially the science of spectroscopy is introduced and the basic theories and procedures of electronic, rotational and vibrational spectroscopy are discussed. Molecular and crystal symmetry are studied and related to spectroscopy. Secondly the fundamental studies of thermodynamics are extended to cover the second law and its consequences. The study programme will provide a thorough grounding for final year studies in applied science.
1282 Physical Science
Unit Adviser: Mr K.G. Hamilton
Second Semester - 6 hours per week of integrated Lectures and Laboratory work - Unit Value of 1 - Internal study
Prerequisites: 3 units of Science Group at level 1
Unit Outline: This unit extends the theme of spectroscopy but emphasises the application of instrumentation. Resonance spectra theory is discussed in relation to instrumentation and chemical analysis. The basic principles of sources, detectors and their combination into spectroscopic instruments are studied. The study programme will provide a thorough grounding for final year studies in applied science.
1291 Physics
Unit Adviser: Mr S.G. Abbott
First Semester - 8 hours per week of integrated Lectures and Laboratory work - Unit Value of 1 - Internal study
Prerequisites: 3 units of Science Group at level one
Unit Outline: The unit briefly revises the fundamental laws of physics. Aspects of quantum mechanics are introduced and the scope of this topic in extending physics investigation is discussed. The remainder of the unit is directed to an extensive study of electro-magnetism and electronics. The topics have been chosen especially for students who wish to achieve an understanding of fundamental physics whilst at the same time preparing for a final year of physical science studies.
1292 Physics
Unit Adviser: Mr P.J. Higgins
Second Semester - 8 hours per week of integrated Lectures and Laboratory work - Unit Value of 1 - Internal study
Prerequisite: 1291 or by permission of unit adviser
Unit Outline: This unit is on aspects of applied physics. The scope of statistical mechanics as a tool for investigating physical laws is explored. The applied nature of acoustics, fluids and radiation physics forms the remainder of the course with the inclusion of a practical project involving the construction of electronic devices related to one of the above topics. Topics have been chosen especially for students who wish to achieve an understanding of fundamental physics whilst at the same time preparing for a final year of physical science studies.
1351 Chemistry
Unit Adviser: Mr J.A. Harris
First Semester - 4 hours of Lectures, 4 hours of Laboratory per week - Unit Value of 1 - Internal study
Prerequisites: 1251, 1252, 1281, 1282
Unit Outline: This unit extends the studies of 1251 and 1252 in Inorganic, Organic, and Physical Chemistry. The unit includes topics from; Heterocyclic Chemistry, Thermodynamics, Absolute Rate Theory, Surface and Colloid Chemistry, Electrochemistry, Photochemistry, Natural Products, Organometallic Chemistry.

1352 Chemistry
Unit Adviser: Mr J.A. Harris
Second Semester - 4 hours of Lectures, 4 hours of Laboratory per week - Unit Value of 1 - Internal
Prerequisite: 1351
Unit Outline: This unit continues studies commenced in 1351. Topics include; Modern Synthetic Methods, Thermodynamics, Absolute Rate Theory, Surface and Colloid Chemistry, Electrochemistry, Bioinorganic Chemistry.

1355 Chemistry
Unit Adviser: Mr J.A. Harris
First Semester - 3 hours of Lectures, 4 hours of Laboratory per week - Unit Value of 1 - Internal
Prerequisites: 1256, 1281, 1282
Unit Outline: This unit has a lecture programme concerning approximately 1/4 of the lecture material of 1351 with topics chosen from the main streams of 1351.

1356 Chemistry
Unit Adviser: Mr J.A. Harris
Second Semester - 4 hours of Lectures, 4 hours of Laboratory per week - Unit Value of 1 - Internal
Prerequisite: 1355
Unit Outline: This unit extends the studies commenced in 1355.

1362 Applied Research Project
Unit Adviser: Mr J.A. Harris
Throughout the year - 4 hours per week - Unit Value of 1 - Internal study only
Prerequisites: 1162 and 1262
Unit Outline: The three themes of 1162 and 1262 are brought together in the form of an individual project. Project topics should relate to the student's major area of study. Requirements to be met include a major literature search, an experimental investigation, and preparation of a detailed scientific report.

1371 Applied Chemistry
Unit Adviser: Dr R.J. Hodges
First Semester - 4 hours of Lectures, 4 hours of Laboratory per week - Unit Value of 1 - Internal
Prerequisites: 1252, 1272 or equivalent approved studies
Unit Outline: Renewable and non-renewable resources are discussed from both an industry viewpoint and an analytical viewpoint. Topics covered include economic geology, mineral processing, Victorian fuel resources, timber and water resources. The relevant instrumental techniques, such as analytical, X.R.F., O.E.S., sample preparation are discussed in detail in relationship to industry requirements.

1372 Applied Chemistry
Unit Adviser: Dr R.J. Hodges
Second Semester - 4 hours of Lectures, 4 hours of Laboratory per week - Unit Value of 1 - Internal
Prerequisites: 1371 or approved equivalent studies
Unit Outline: In contrast to 1371 where the theme is resource and recovery methods, this unit involves case studies relating to products and their refining. Industrial safety, chromatography, quality control, process control, combustion chemistry, pollution monitoring and their analytical requirements, will be extensively discussed.

1375 Applied Chemistry
Unit Adviser: Dr R.J. Hodges
First Semester - 4 hours of Lectures, 8 hours of Laboratory per week - Unit Value of 2 - Internal
Prerequisites: 1276 or approved equivalent studies
Unit Outline: Renewable and non-renewable resources are discussed from both an industry viewpoint and an analytical viewpoint. Topics covered include economic geology, mineral processing, Victorian fuel resources, timber and water resources. The relevant instrumental techniques, such as analytical, X.R.F., O.E.S. sample preparation are discussed in detail in relationship to industry requirements.

1376 Applied Chemistry
Unit Adviser: Dr R.J. Hodges
Second Semester - 4 hours of Lectures, 8 hours of Laboratory per week - Unit Value of 2 - Internal
Prerequisite: 1375
Unit Outline: The industrial concepts covered in the units 1371-1375 will be extended to cover both processing and refining. Industrial safety, pollution monitoring, quality control, process control, combustion chemistry, and their analytical requirements, will be extensively discussed.

1381 Physical Science
Unit Adviser: Mr S.G. Abbott
First Semester - 6 hours per week of integrated Lectures and Laboratory work - Unit Value of 1 - Internal
14.

Prerequisite: 1282

Unit Outline: This unit includes the use of spectroscopic techniques of nuclear magnetic resonance, infra red, ultra violet and mass spectrometric techniques to elucidate molecular structure, X-ray diffraction techniques, atomic emission spectroscopy and vibrational spectroscopy.

1382 Physical Science

Unit Adviser: Mr P.J. Higgins

Second Semester - 6 hours per week of integrated Lectures and Laboratory work - Unit Value of 1 - Internal

Prerequisites: 1381 or by special permission of unit adviser

Unit Outline: A continuation of the studies commenced in 1381 on spectroscopic techniques particularly X-Ray Fluorescence, ESR and Photoelectron spectroscopy. In addition a study of vacuum technology and cryogenic science completes the unit.

1391 Applied Physical Science

Unit Adviser: Mr P.J. Higgins

First Semester - 4 hours of Lectures, 4 hours of Laboratory work per week - Unit Value of 1 - Internal

Prerequisites: 1292 and 1282

Unit Outline: This unit extends the studies of units 1291/2 and 1281/2 by examining the applications of physical science. Topics include: Electronics and instrumentation, Non-fossil energy sources, Physical Science education and applications of lasers and holography.

1392 Applied Physical Science

Unit Adviser: Mr K. Hamilton

Second Semester - 4 hours of Lectures, 4 hours of Laboratory work per week - Unit Value of 1 - Internal

Prerequisite: 1391 or by special permission of unit adviser

Unit Outline: This unit continues the theme of 1391 and in particular looks at the techniques of measuring pollution parameters together with wider applications of radionuclides and environmental acoustics.

1481 Introduction to Master Applied Science

Available for students with approved prerequisites including professional experience, and in areas in which the School of Applied Science is conducting ongoing research.

1482 Master Applied Science

As for 1481.

MATHMATICS, OPERATIONS RESEARCH AND COMPUTING

6160 Calculus

Unit Adviser: Dr A.J. Rahilly

First Semester - 5 hours per week - Unit Value of 1 - Internal and External study

Prerequisites: One year twelve Mathematics or 6168


6161 Mathematical Structures

Unit Adviser: Dr A. J. Rahilly

First Semester - 2 hours per week - Unit Value of 1/2 - Internal and External study

Prerequisite: One year twelve Mathematics or 6168

Course Aims: (i) To begin the study of modern abstract algebra.
(ii) To enable students to appreciate the roles of (a) conceptual precision, (b) deductive reasoning and (c) creative thinking in processes of the exposition and learning of mathematics.

Unit Outline: Sets and logic, relations (including equivalence relations, mappings and order relations) binary operations, semigroups, groups (including subgroups, cyclic groups, co-sets and Lagrange's Theorem), rings and fields.

6163 Vectors and Matrices

Unit Adviser: Dr A.J. Rahilly

Second Semester - 3 hours per week - Unit Value of 1/2 - Internal and External study

Prerequisites: An appropriate year 12 Mathematics or 6168


6164 Mathematics of Physical Systems

Unit Adviser: Dr A.R. Carr

Second Semester - 3 hours per week - Unit Value of 1/2 - Internal and External study

Prerequisite: 6160

Unit Outline: Utilising the techniques of 6160: Calculus, selected mathematical models of situations arising in the physical sciences are invoked to introduce such notions as dimensional analysis, conservation laws, interaction, stability, rate processes, feedback, control, and harmonic analysis. Simple methods are used to solve examples from chemical kinetics, population dynamics, celestial mechanics, acoustics and electrical circuits. An emphasis is placed on the craft of model formulation and on the use of electronic calculators for more complicated systems.

6168 Basic Mathematics

Notes: (1) This unit may not be credited towards a major in mathematics.
(2) Students who have satisfactorily completed a year twelve mathematics subject may not normally enrol in this unit.
15.

Unit Adviser: Dr P.E. Nash

First Semester - Internal study - 4 hours per week - Unit Value of 1 - All Year - External study

Unit Outline: This unit serves a dual purpose of being:
(i) a broad terminal course in mathematics for students of the physical and biological sciences with little mathematics background.
(ii) a bridging course for entry to other first level mathematics units.
Topics covered include sets, relations and functions, sequences and series, elements of differential and integral calculus, vectors and matrices, analytical geometry. Applications will be slanted towards the needs of each group of students involved.

6169 Engineering Calculus
Unit Adviser: Dr A.R. Carr

Unit Value of 1 - A ll year - Internal study - 3 hours per week in first semester and 2 hours per week in second semester
Prerequisites: One year twelve Mathematics or 6168

Note: This unit may be credited only towards the common first year in Engineering.

6170 Probability and Statistics
Unit Adviser: Dr P.R. Raymont

Second Semester - 3 hours per week - Unit Value of \( \frac{1}{2} \) - Internal and External study
Prerequisites: An appropriate year 12 Mathematics or 6168

Unit Outline: Probability models, Discrete distributions, including the hypergeometric, binomial and Poisson distributions; applications including quality control based on attribute sampling. Continuous distributions, including the exponential and normal distributions; the Central Limit Theorem applications including quality control based on variables sampling. Point and interval estimation from random samples. The simple linear regression model. Markov chains in discrete time with finite state space, simple applications.

6174 Quantitative Methods 1
Unit Adviser: Dr P.R. Raymont

First Semester - 5 hours per week - Unit Value of 1 - Internal and External study
Prerequisites: Nil

NOTES: (i) This unit may be credited only towards the Bachelor of Business degree.
(ii) The following pairs of units are excluded combinations for credit purposes: 6166 and 6174, 6171 and 6174

Unit Outline: 1. Basic mathematical concepts; functional relationships, exponential and logarithmic functions, arithmetic and geometric progressions.
2. Financial calculations relating to interest rates, premiums, bank discount, etc.
3. Index numbers.
4. Simultaneous linear equations and inequalities; linear programming.
5. Statistics; the nature of statistical investigations; collection; presentation and interpretation of data; measures of central tendency and dispersion; notion of a population distribution; the normal distribution; sampling; the sampling distribution of the sample mean; simple applications; introduction to simple linear regression; decision-making.

6175 Data Processing 1
Unit Advisers: Mr R.M. Box and Dr P.E. Nash

Second Semester - 4 hours per week - Unit Value of 1 - Internal and External study
Prerequisites: Nil

NOTE: Credit may not be obtained for more than one of the units 6165, 6175, 7181.

Unit Outline: Computer data processing equipment: historical development of data processing techniques and equipment, the components of a computer installation. Computer programming: flow charts, the nature of programming languages, simple programming in the BASIC language, use of packages, Business Systems; elements of systems analysis and design, commercial applications e.g. payroll, inventory control, accounts receivable, etc.

7180 Introduction to Operations Research
Unit Adviser: Dr G.B. Nath

Second Semester - 2 hours per week - Unit Value of \( \frac{1}{2} \) - Internal and External study
Prerequisites: Nil (Units 6163 and 6170, possibly taken concurrently, provide useful background)


7181 Introduction to Computing
Unit Adviser: Mr R.M. Box

Unit Value of \( \frac{1}{2} \) - 2 hours per week - First Semester - Internal study, Second Semester - Internal and External study
Prerequisites: Nil.

Unit Outline: An introduction to the use of computers and the computer programming language named BASIC. The unit is designed primarily for students of Engineering, Applied Science and the Mathematical Sciences; those seeking a broader introduction to data processing concepts and business applications should take unit 6175 instead.

NOTE: Credit may not be obtained for more than one of the units 6165, 6175, 7181.

6260 Real Analysis
Unit Adviser: Dr A.J. Rahilly

Second Semester - 2 hours per week - Unit Value of \( \frac{1}{2} \) - Internal and External study
Prerequisites: 6160, preferably with a grade of "C" or better (and 6161 is desirable)

Unit Outline: Introduction to axiomatic systems. An axiom system for the real numbers. Convergence of sequences and series, decimal representation, power series. Limits of functions, continuity, differentiability, the mean value theorem and its consequences. Uniform convergence, continuity of the limit function, differentiation and integration of infinite series term by term, application to power series. The Riemann integral. Improper and infinite integrals, Cauchy principal value.
6261 Numerical Methods

NOTE: This unit was previously offered at first level as unit 6162. Credit may not be obtained for both 6162 and 6261.

Unit Adviser: Mr R.M. Box

First Semester - Internal and External study - 2 hours per week - Unit Value of ½

Prerequisites: 6160, 6165

Unit Outline: Numerical methods for solving the following types of problems will be described:
1. Systems of linear algebraic equations
2. Non-linear equations
3. Quadrature
4. Ordinary differential equations with initial or boundary conditions. Several methods will be described for each problem and their relative merits explored on the computer. Comparison of methods will also be made by use of such criteria as: Operation counts for problem (1); Order of convergence for problem (2); Taylor Series error term for problems (3) and (4). However, no extensive theory will be developed.

6262 Functions of More Than One Variable

Unit Adviser: Dr P.E. Nash

First Semester - 2 hours per week - Unit Value of ½ - Internal and External study

Prerequisite: 6160


6264 Linear Algebra

Unit Adviser: Dr P.R. Rayment

Second Semester - 2 hours per week - Unit Value of ½ - Internal and External study

Prerequisites: 6163 (and 6161 is desirable)

Unit Outline:
1. Linear spaces: general concept, basis and dimension, linear transformations, inner product spaces - orthogonalization and projection.
2. Matrix algebra: diagonalization theorems for real symmetric matrices, quadratic forms, applications to analytical geometry, numerical methods of eigenvalue analysis for real symmetric matrices.

6268 Integral Transforms

Unit Adviser: Dr A.R. Carr

First Semester - 2 hours per week - Unit Value of ½ - Internal and External study

Prerequisite: 6160

Corequisite: 6262 is desirable but not essential


6270 Complex Analysis

Unit Adviser: Dr A. J. Rahilly

Second Semester - 2 hours per week - Unit Value of ½ - Internal and External study

Prerequisite: 6160. Corequisite: 6262 is desirable

Unit Outline: Brief revision of complex numbers. Functions of a complex variable including sequences and series of complex terms. Analytic functions and the Cauchy-Riemann equations. Contour integration, the Fundamental Theorem of Contour Integration, Cauchy's Theorem and its consequences. Taylor and Laurent series, the Residue Theorem and its application to the evaluation of real infinite integrals and the inversion of Laplace Transforms. Conformal mapping (including the bilinear transformation), Riemann's Mapping Theorem. Boundary value problems, applications to heat and fluid flow and electrostatics.

6271 Distributions and Inferential Techniques

Unit Adviser: Dr P.R. Rayment

Second semester - 4 hours per week - Unit Value of 1 - Internal and External study

Prerequisites: 6160 Calculus and 6170 Probability and Statistics

Unit Outline:
Section A: Statistical Distributions
1. Univariate distributions; review of basic concepts; moments; the use of moment generating functions in distribution theory; truncated distributions; standard distributions, including the negative binomial, log-normal, exponential, gamma, Weibull, beta, chi-squared, t and F distributions.
2. Multivariate distributions: joint and conditional distributions; the multinomial and multivariate normal distributions.
3. Sampling: distributions of sample statistics including sample moments and order statistics. (Order statistics will be emphasised for their applications in life-testing).

Section B: Techniques of Inferential Statistics
1. Parameter estimation: criteria and methodology of point estimation, including discussion of the method of maximum likelihood and the method of moments; interval estimation.
2. Parametric hypothesis-testing: basic concepts; likelihood ratio tests; simple applications, including the goodness-of-fit test.
3. Non-parametric methods; brief introduction; the sign test; confidence limits for the median and other percentiles.

6274 Quantitative Methods 2

Unit Adviser: Dr P.R. Rayment

Second Semester - 4 hours per week - Unit Value of 1 - Internal and External study

Prerequisites: 6174, also 6175 is desirable

NOTES: 1. This unit may be credited only towards the Bachelor of Business degree.
2. The following pairs of units are excluded combinations for credit purposes: 6166 and 6274, 6173 and 6274, 6172 and 6274.
Unit Outline:  
1. Introduction to linear programming: graphical solution, outline of the simplex procedure, formulation, discussion of applications using a computer package.

2. Statistics:  
(a) Estimation and hypothesis testing, covering both parametric and non-parametric procedures; t-tests for problems involving a single sample, two independent samples or two related samples; tests based on ranks; one-way analysis of variance.
(b) Bivariate data: chi-squared test for independence for categorised data, simple linear regression and correlation analysis for measurement data.
(c) Introduction to multiple linear regression, including use of indicator variables and use of a simple package.
(d) Economic time series; trend determination using regression methods or smoothing by moving average, estimation of seasonal component, forecasting.

6275 Data Processing 2  
Unit Advisers: Mr R.M. Box and Dr P.E. Nash

First Semester - 4 hours per week - Unit Value of 1 - Internal and External study

Prerequisite: 6175

Unit Outline: The unit continues the study of business data processing commenced in unit 6175.

6276 Statistics for the Social Sciences  
Unit Advisers: Dr P.R. Raymond, Mr I.V. Hamilton

First Semester - 4 hours per week - Unit Value of 1 - Internal and External study

Prerequisites: Nil

NOTE: (1) This unit is designed to provide a background in statistical methods and computer analysis of data for students majoring in Sociology, but may be taken by other social sciences students. Credit may not be obtained for both the units 6276 and 6293 Research Methods in Psychology.
(2) This unit may not be credited towards a major study in mathematics.

Unit Outline: Social research: goals, measurement, types of variable. Descriptive statistics: One variable - use of frequency distributions and histograms, percentages, measures of location and dispersion. Two or more variables - crosstabulations, percentage analysis, measures of association, regression analysis. Inference: Sampling techniques, sampling distributions for means and proportions, hypothesis - testing; t-tests and chi-squared tests. Computer processing of data; use of the Institute's HP3000 computer, preparation of data, use of packages, in particular the Statistical Package for the Social Sciences (SPSS).

7280 Linear Programming  
Unit Adviser: Dr G.B. Nath

Second Semester - 2 hours per week - Unit Value of ½ - Internal and External Study

Corequisite: 7180

NOTE: Credit may not be obtained for both 7280 and 6269 (not now available)


7281 Computer Programming A  
Unit Adviser: Dr P.E. Nash

First Semester - 2 hours per week - Unit Value of ½ - Internal and External study

Prerequisite: 6165 or 7181

Unit Outline: The FORTRAN programming language. Flow charting structured to proceed with practical applications. Analysis of numerical and non-numerical problems.

7283 Computer Programming B  
Unit Advisers: Mr R.M. Box and Dr P.E. Nash

Second Semester - 4 hours per week - Unit Value of ½ - Internal and External study

Prerequisite: 7281 or 6265


6360 Philosophy of Mathematics  
Unit Adviser: Dr A. J. Rahilly

First Semester - 2 hours per week - Unit Value of ½ - Internal and External study

Prerequisites: At least four units in mathematics (and 6161 and/or 6260 is useful)

Unit Outline: A mainly informal consideration of philosophical problems centred on mathematics, with emphasis on the opinions of influential philosophers (eg. Plato, Aristotle, Kant, Russell) on the nature of mathematics. Main topics are: ancient Greek philosophy and mathematics, the history of infinitesimal concepts, the influence of the axiomatic method, formalism, some history of logic, logicism, intuitionism from Aristotle to Brouwer, Lakatos's fallibilist approach.

6364 Differential Equations  
Unit Adviser: Dr A.R. Carr

Second Semester - 4 hours per week - Unit Value of ½ - Internal or External study

Prerequisites: 6162, 6163, 6262, 6268 (and 6266 is desirable)


6369 Applied Modern Algebra  
Unit Adviser: Dr A.J. Rahilly

Second Semester - 2 hours per week - Unit Value of ½ - Internal and External study

Prerequisite: 6161

Unit Outline: Boolean algebra and the design and analysis of switching circuits. Groups, quotient groups, morphism theorems, three-dimensional symmetry groups, crystallographic groups, permutation groups, Polya-Burnside enumeration. Rings, polynomial rings, introduction to algebraic coding theory.
18.

6370 Statistical Inference

Unit Adviser: Dr P.R. Rayment

Second Semester - 4 hours per week - Unit Value of 1 - Internal and External study

Prerequisites: 6264 Linear Algebra, 6271 Distributions and Inferential Techniques and 6373 Applied Statistics.

Unit Outline: This unit extends the treatment of statistical inference from unit 6271, covering the decision-making viewpoint and Bayesian methods. A further section is devoted to the general linear model, thereby supplying the theory underlying some of the techniques covered in unit 6373 and introducing further applications including the analysis of covariance.

6373 Applied Statistics

Unit Adviser: Dr P.R. Rayment

First Semester - 4 hours per week - Unit Value of 1 - Internal and External study

Prerequisites: 6165 Computer Programming I and 6170 Probability and Statistics

Unit Outline: The unit provides an introduction to statistical data analysis and the use of statistical computer packages, for scientific, technical and business applications. Topics covered:

(i) Comparative studies of two populations: independent and matched samples, parametric and non-parametric procedures.

(ii) Linear regression models: review of simple linear regression; multiple linear regression - method of least squares, model checking using analysis of residuals, choice of explanatory variables; non-linear relationships.

(iii) Experimental design: basic principles of experimental design; the completely randomised, randomised block and Latin square designs; factorial experiments and fractional replication.

(iv) Analysis of Variance models: one-way ANOVA, two-way ANOVA without and with interaction; multiple comparison techniques; a non-parametric procedure - the Kruskal-Wallis test.

(v) Sample survey design: introductory treatment of basic sampling techniques, including simple random sampling, stratified random sampling and systematic sampling.

(vi) Statistical packages: description of some available packages, data preparation, interpretation of output.

6378 Mathematics Project

Unit Adviser: Appropriate members of the mathematics teaching team

All year - Unit Value of 1 - Internal study only

Prerequisites: Satisfactory completion of at least five units in mathematics, with at least two units being at second level.

Note: Unit 6378 is available only to students who have received approval to proceed with a degree major in mathematics.

Unit Outline: Students will participate, under guidance, in the study of practical problems amenable to solution by techniques of the mathematical sciences. Short lecture courses or individual reading programmes, as appropriate, are given to develop the relevant mathematics.

Unit Requirements:

(1) Submission of a project report no later than one week after the Second semester examination period.

(2) Seminar participation.

(3) Completion of assignment work based on the lecture courses and/or reading programmes.

Note: A project may be extended (for additional credit of 1) if the mathematics teaching team considers this warranted. In this case, the student will need to enrol in the unit 6379 in second semester.

6379 Mathematics Project

Unit Adviser: Appropriate members of the mathematics teaching team.

Second Semester - Unit Value of 1 - Internal study only

Corequisite: 6378

Note: Unit 6379 is available only to students who have received approval to proceed with a degree major in mathematics.

Unit Outline: Students will participate, under guidance, in the study of practical problems amenable to solution by techniques of the mathematical sciences. Short lecture courses or individual reading programmes, as appropriate, are given to develop the relevant mathematics.

Unit Requirements:

(1) Submission of a project report no later than one week after the Second semester examination period.

(2) Seminar participation.

(3) Completion of assignment work based on the lecture courses and/or reading programme.

Note: One project report only is required for the pair of units 6378, 6379.
The Bachelor of Arts course requires a minimum of three years of full-time study or the equivalent in part-time study. It opens the way to professional employment and advancement in many fields of education, government, industry and commerce.

The Arts programme is developed within a general framework of multidisciplinary courses offered by the Institute. A range of Arts, Science and Education units will increasingly be made available to external students. All new and continuing students should arrange interviews, where possible, with representatives from prospective teaching areas before enrolling at the commencement of the academic year. Consultation is particularly important in deciding upon a suitable field for major studies. Students are advised to arrange interviews through the Academic Registrar.

To Qualify for the Bachelor of Arts a Candidate Shall:

1. Complete a total of 24 units.
2. Complete 3 units of Core Studies including at least 1 unit with a Social Science emphasis and at least 1 unit with a Science emphasis.
3. Complete major studies in at least one major approved for the degree which generally comprises a minimum of 3 years study.
4. Complete studies in at least 3 and not more than 5 separate disciplines (excluding Core Studies)
5. Complete a minimum of 6 units and a maximum of 10 units at first level in at least 3 disciplines (excluding Core Studies).

MAJOR STUDIES

For the purpose of the degree, major studies comprise a minimum of 8 units and a maximum of 12 units in one discipline, including at least 4 units at third level. Approved major studies are available in English, Psychology, Sociology and Mathematics.

SUB-MAJOR

In addition to the approved major studies listed above, students may undertake sub-major(s) in any of the above subject areas, or may undertake up to a maximum of 6 approved units in Politics, Administrative Studies, Economics or Physical Science.

Students undertaking a Bachelor of Arts may include a sub-major in Education within their degree. In order to do this, students will be required to complete a maximum of four units selected from the following:

4111 Basic Issues
4112 Child Growth and Development: The School and the Child
4121 Children's Literature
4211 Development and Learning: The Child and the Teacher
4212 Language and Communication
4423 Sociological Foundations of Education
4424 Historical and Philosophical Foundations of Education

4425 Classroom Analysis
4426 Curriculum Development and Evaluation

*Available to qualified teachers only.

It should be noted that in order to enrol for any of the above units, students will be required to meet any of the prerequisites laid down by the School of Education for the unit. (For full descriptions of the above units see the Education chapter.

OTHER MINOR SEQUENCES

In addition to the approved units listed above, students may undertake approved studies in any of the major or sub-major subject areas listed above or from the following: Accounting; Law; first level Art Theory; or any other approved subject areas of the multidisciplinary degree.

For full descriptions of the above units see respective entries.

DIPLOMA OF ARTS COURSE

For the information of students streamed into the Diploma of Arts course during or prior to 1978.

Note that the Institute is phasing out the Diploma of Arts course and all new students since 1978 are admitted to the Bachelor of Arts course.

To Qualify for the Diploma of Arts a Candidate Shall:

1. Complete a total of 24 units.
2. Complete 3 units of Core Studies including at least 1 unit with a Social Science emphasis and at least 1 unit with science emphasis.
3. Complete at least one major of 6 units (cf. degree major) in an approved discipline which generally comprises a minimum of 3 years study.
4. Complete studies in at least 3 and not more than 5 separate disciplines (excluding Core Studies).
5. Complete a minimum of 6 units and a maximum of 10 units at first level in at least 3 disciplines (excluding Core Studies).

NOTE:

For the purpose of the diploma, major studies comprise 6 units (2 units at each of 3 levels) and may be undertaken in Economics, English, Mathematics, Politics, Psychology, Sociology and Chemistry.

In addition to the approved major studies listed above, diploma students may undertake approved first level studies in Accounting, Art Theory, 4 units of Education and up to 6 approved units in Physical Science at first and second levels.

Students may not normally enrol in more than 4 units in addition to Core Studies in any one semester.
20.
COMBINED B.Ed./B.A. COURSE

Students who have successfully completed all the course requirements for the B.Ed. at G.T.A.E. (including 16 units approved for the B.A.) may seek to enrol in the B.A. as stated in the Credits and Exemptions Policy. Normally, they may complete the B.A. requirements by undertaking a minimum of one additional year of full-time study (or equivalent), at least half of which shall be undertaken at the highest level. In cases where students have completed the B.Ed. at G.T.A.E. with exemptions from the standard non-Education requirements, they normally will be required to complete more than one year of full-time study (or equivalent) to satisfy the requirements for the B.A.

CONVERSION COURSES (diploma to degree)

1. Diplomates of this College -
   1.1. Diplomates of this college who have completed the Diploma of General Studies (pre-1974 course) or who have completed the Diploma of Arts shall be required to undertake, as determined by the Board, either course work, industrial, educational or other relevant experience (or a combination of both), together with whatever prescribed course(s) of reading the Dean might consider appropriate.
   1.2. Such additional work as may be prescribed, together with the Diploma course which the student has already completed, will be approved by the Dean as exposing the student to the equivalent course work and level of examination as that required in the Degree. In order to ensure that a conversion course constitutes continuation at a higher level of sequential study begun in the Diploma course, all such courses shall include at least two further units of an approved Degree major at the most advanced level.
   1.3. In the case of earlier or out of date Diploma courses, the completion of units or equivalent areas of study included in later Diploma courses is a primary requirement to ensure that such earlier courses are brought to a level at least equivalent to the standard of the current Diploma course. Thereupon, the procedures set out in 1.1 will apply.
   1.4. Students seeking admission to a conversion course shall be at least of diploma standard but even then will not automatically be admitted to a conversion course. Diplomates refused admission to a conversion course may, in certain cases, be permitted to remedy deficiencies at entry level by satisfactorily completing a preliminary course prescribed by the Dean including extra units, project research work or special reading.

2. Diplomates from Other Tertiary Institutions -

Applicants who have successfully completed approved studies in a tertiary institution may receive credit in respect of equivalent studies at this Institute, provided that, in order to qualify for a degree, they shall complete at least one year of new studies approved by the Dean. At least one half of the approved programme of new studies shall consist of course work at the most advanced level required for the degree.

WORKLOADS AND STUDENT PROGRESS

(a) Full-time students shall not take more than 5 units in any one semester without the permission of the Dean.
(b) Part-time or external students shall not normally take more than 3 units (and are generally advised to regard 2 units as the maximum) in any one semester without the permission of the Dean.
(c) The Dean will review the general progress of Arts and Welfare Studies students at least once during the course of each semester. Subsequently, students may be required to discuss their progress and/or continuation with teaching staff or to make appropriate submission in writing to the Dean through the Academic Registrar.

TEACHING AREAS

ADMINISTRATIVE STUDIES TEACHING AREA

Administrative Studies is offered as a major to students enrolled in the Bachelor of Business Degree and the following Administrative Studies units are available to all students within the multidisciplinary degree.

1st Year
6193 Introduction to Applied Psychology
6122 Introductory Sociology
2nd Year
6260 Administrative Theory and Functions
1361 Organisational Behaviour
3rd Year
3360 Organisational Change and Development
3367 Business Planning and Policy

The above mentioned optional units are available for second and/or third years of study (depending on pre- or co-requisites).

3362 Industrial Relations
3363 Public Enterprise
3364 Advanced Seminar and Research in Administration
3365 Personnel Management
3366 Marketing and Society

ECONOMICS TEACHING AREA

Economics is one of the social science disciplines which is available to students within the multidisciplinary Arts degree. Arts students may select from a range of Economics units, in association with a major in English, Mathematics, Psychology or Sociology.

Any Arts student may enrol in Economics units. For example, students majoring in Sociology may also select Economics and Politics units to complete a degree which is oriented towards social research. Psychology majors intending to follow careers in industrial psychology or vocational guidance may choose Economics units to provide a background in the nature of economic activity. Mathematics majors may elect to undertake Economics studies with a view to applying their mathematical training to economic analysis. In addition, Arts students attempting a more general Bachelor of Arts programme as training for a wide variety of careers may also wish to undertake study in Economics. The units available to Bachelor of Arts students are:

6100 Introduction to Economics
6201 Macroeconomics
6101 Microeconomics
6202 Advanced Macroeconomics
6300 Economic Development
6301 Economics of the Environment
6303 Labour Economics
6304 Money and Banking
6306 Applied Economics Research Unit
6307 Regional Economics
Students enrolling in Economics at the Institute for the first time will normally take 6100 Introduction to Economics in first semester and 6201 Macroeconomics in second semester of their first year, and 6101 Microeconomics in first semester of their second year. After passing these units, they will then normally progress to a selection of upper level units.

Passes in Economics at school are not prerequisites for the study of Economics. The 6100 Introduction to Economics unit assumes no prior knowledge of Economics, and introduces students to a range of orthodox, liberal and radical approaches to economic theory. The only requirement for students contemplating enrolment in Economics is the desire to understand how economic systems operate. For Arts students, an understanding of the economy provides an invaluable complement to studies within other major areas.

Details of the Economics units are given in the Business Studies chapter.

**ENGLISH TEACHING AREA**

In 1982 there will be a change in the first year course. It will still comprise the two semester units 6110 Modern Literature and 6111 Contemporary Literature, but instead of beginning with 6110 Modern Literature, it will now begin with 6111 Contemporary Literature. These two units provide an introduction to the study of the major literary genres and to the broad field of twentieth-century English literature. They will now normally be taken in the sequence in which they will be taught in 1982. It will still be possible, however, for students to enrol in one without the other having been completed. It is essential that both be completed (or that a student be accredited with an equivalent or equivalent) before any enrolment in a second or third level unit be effected.

Students who completed 6111 Contemporary Literature in the second semester of 1981 and who were expecting to enrol in 6110 Modern Literature in the first semester of 1982 should contact the English staff for advice.

In 1982 three units will be offered at second level and four units at third level. The second level units are: 6211 Elizabethan and Jacobean Drama, 6210 Poetry of the English Renaissance and 6214 Renaissance Literature. An additional unit, 6216 Film, will be offered subject to approval. Units 6211 and 6210 will normally be taken by those wishing to complete a full sequence in English. Unit 6214 will normally be taken by those who are able to complete only a shorter course; since it comprises selections from units 6211 and 6210. Units 6211 and 6210 may not be taken with either of these units. Units 6212 Romantic Literature, 6213 Victorian Literature and 6215 Nineteenth Century Literature will not be offered in 1982. It is now planned to offer them next in 1983.

Normally two second level units should be completed before third level units are attempted. The four third level units to be offered are 6314 Augustan Literature 6313 Literature and Myth, 6311 American Literature and 6310 Australian Literature. Students who do not intend to proceed to a major in English may enrol in one or more of these units. Before doing so, however, they should seek the advice of the English staff.

In general, the degree work at third level will give students the opportunity to extend critical skills by attempting more specialised work within the course as a whole. This individual research should be arranged in consultation with the English staff. Work of an interdisciplinary nature will be encouraged in consultation with staff from other relevant disciplines.

Subject to meeting any prerequisites, students may enrol in second or third level units in either first or second semester.

Students who wish to proceed beyond first level are strongly advised to discuss their proposed course with members of the English staff.

**MATHMATICS TEACHING AREA**

The Mathematics Teaching Team offers a wide range of units designed to cater for students in Applied Science, Business, Education, Engineering and Social Sciences. It is possible to take a major study in mathematics in either the Degree in Arts or the Degree in Applied Science, leading to one of the following awards:

- Bachelor of Applied Science
- Bachelor of Applied Science (Mathematics major)
- Bachelor of Applied Science (Operations Research and Computing major)
- Bachelor of Arts
- Bachelor of Arts (Mathematics major)

The Applied Science chapter should be consulted for further details of the Bachelor of Applied Science course. For the Bachelor of Arts degree, an intending secondary-level mathematics teacher can select a broad mathematics major, while a person interested in a career in industry or commerce can concentrate on statistics, operations research, computer programming and related mathematics.

As an alternative to a major study, mathematics can be taken as a supporting study in a Bachelor of Arts course incorporating a major in another subject area.

All mathematics units have a credit value of either 4 or 1 unit. Half units taken internally normally involve two hours of class contact per week over a semester, while full units usually involve either four hours per week over a semester, or two hours per week over the whole academic year. Mathematics units are assessed on the basis of varying combinations of assessment assignments, project work, tests and formal examinations.

**SUMMARY TABLE OF MATHEMATICS UNITS**

The following table shows the approved mathematics units and also indicates those which are not offered in 1982. Full details of Mathematics units are given in the Applied Science chapter.
NOTE: Any second or third level unit in mathematics may be cancelled if demand is insufficient. This could necessitate rearrangement of your study programme and you are advised to contact a member of the mathematics staff if in doubt. The first level units 6160, 6161, 6163, 6164 and 6170 have as a prerequisite satisfactory completion of a year twelve mathematics subject, which may be pure mathematics, applied mathematics, general mathematics or an equivalent. Students without this background who wish to study any of the abovementioned units should first take unit 6168 Basic Mathematics by way of preparation.

STUDENTS MAJORING IN MATHEMATICS

NOTE: All students intending to major in mathematics are required to discuss their proposed course with a member of the Mathematics Teaching Team.

A degree major consists of a sequence of units with a total credit value between 8 and 12, including third level units with a value of at least 4. Of the units which may be credited towards a major study in mathematics, those having unit numbers 6 --- are mathematics or statistics units, while those numbered 7 --- are operations research or computing units.

To keep options open, a student majoring in mathematics should take the first level units 6160, 6161, 6163, 6164, 6170, 7180 and 7181. Any decision to omit some of these units should be discussed with a member of the mathematical staff to ensure that a coherent major is possible.

<table>
<thead>
<tr>
<th>UNIT NO.</th>
<th>UNIT VALUE</th>
<th>UNIT NAME</th>
<th>SEMESTER 1</th>
<th>SEMESTER 2</th>
<th>FULL YEAR</th>
</tr>
</thead>
<tbody>
<tr>
<td>6160</td>
<td>1</td>
<td>Calculus</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>6161</td>
<td>½</td>
<td>Mathematical Structures</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6163</td>
<td>¼</td>
<td>Vectors and Matrices</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>6164</td>
<td>½</td>
<td>Mathematics of Physical Systems</td>
<td></td>
<td></td>
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<tr>
<td>6168</td>
<td>1</td>
<td>Basic Mathematics</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>6169</td>
<td>¾</td>
<td>Engineering Calculus</td>
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<td></td>
</tr>
<tr>
<td>6170</td>
<td>½</td>
<td>Probability and Statistics</td>
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<tr>
<td>6174</td>
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<td>Quantitative Methods 1</td>
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<td></td>
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<tr>
<td>6175</td>
<td>1</td>
<td>Data Processing 1</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>7180</td>
<td>½</td>
<td>Introduction to Operations Research</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>7181</td>
<td>½</td>
<td>Introduction to Computing</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6260</td>
<td>¼</td>
<td>Real Analysis</td>
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<tr>
<td>6261</td>
<td>½</td>
<td>Numerical Methods</td>
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<tr>
<td>6262</td>
<td>¾</td>
<td>Functions of More Than One Variable</td>
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<tr>
<td>6264</td>
<td>½</td>
<td>Linear Algebra</td>
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<tr>
<td>6266</td>
<td>½</td>
<td>Vector Field Theory</td>
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<tr>
<td>6268</td>
<td>½</td>
<td>Integral Transforms</td>
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<tr>
<td>6270</td>
<td>½</td>
<td>Complex Analysis 1</td>
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<tr>
<td>6271</td>
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<td>Distribution and Inferential Techniques</td>
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<tr>
<td>6273</td>
<td>½</td>
<td>Difference Equations</td>
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<td>Data Processing 2</td>
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<tr>
<td>6276</td>
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<td>Statistics for the Social Sciences</td>
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<tr>
<td>7280</td>
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<td>Linear Programming</td>
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<tr>
<td>7281</td>
<td>½</td>
<td>Computer Programming A</td>
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<tr>
<td>7282</td>
<td>½</td>
<td>Integer and Dynamic Programming</td>
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<tr>
<td>7283</td>
<td>½</td>
<td>Computer Programming B</td>
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</tr>
<tr>
<td>6360</td>
<td>¼</td>
<td>Philosophy of Mathematics</td>
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<tr>
<td>6362</td>
<td>½</td>
<td>Variational Techniques</td>
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<tr>
<td>6364</td>
<td>½</td>
<td>Differential Equations</td>
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<tr>
<td>6366</td>
<td>½</td>
<td>Combinatorics</td>
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<tr>
<td>6369</td>
<td>½</td>
<td>Applied Modern Algebra</td>
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<tr>
<td>6370</td>
<td>½</td>
<td>Statistical Inference</td>
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<tr>
<td>6373</td>
<td>½</td>
<td>Applied Statistics</td>
<td></td>
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<tr>
<td>6378</td>
<td>½</td>
<td>Mathematics Project</td>
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<tr>
<td>6379</td>
<td>½</td>
<td>Mathematics Project</td>
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<tr>
<td>7381</td>
<td>1</td>
<td>Queuing and Inventory Models</td>
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<tr>
<td>7382</td>
<td>½</td>
<td>Computer Simulation</td>
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<tr>
<td>7383</td>
<td>½</td>
<td>Network Analysis</td>
<td></td>
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<tr>
<td>7384</td>
<td>½</td>
<td>Reliability and Life Testing</td>
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<tr>
<td>7385</td>
<td>1</td>
<td>Time Series and Forecasting</td>
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</tr>
</tbody>
</table>

*These units may not be credited towards a major study in Mathematics or Operations Research and Computing. Consult unit description carefully for the restrictions which apply to these units.

N.B. Six approved units which have been deferred indefinitely are not shown.
POLITICS TEACHING AREA

The study of politics is the study of the way in which this society and other societies distribute their resources and control the demands of their people. In this sense, politics is the most important area of activity in our society: without politics, human society is not possible.

The teaching team in Politics at the G.I.A.E. offers seven units in Politics. Although students cannot complete an eight unit major within Politics at the G.I.A.E present, they should note:

1. Most employing institutions, including the Education Department, regard six units as constituting a major area for study within the degree.

2. The Sociology teaching team recommends that students undertaking a major in sociology should do at least two units of Politics: 6181 Australian Politics and 6182 Politics and Society.

3. Students undertaking second level units in Politics must have completed one of the following units: 6180, 6181, 6182.

Units Offered in 1982

1st Level
- 6181 Australian Politics
- 6182 Politics and Society

2nd Level
- 6280 United States Politics
- 6281 Government and Society in the Soviet Union
- 6380 Developing Countries
- 3363 Public Enterprise

Not Offered in 1982
- 6180 Introduction to Politics
- 6380 Politics of Transition

PSYCHOLOGY TEACHING AREA

Psychology concerns itself with the description and explanation of human behaviour, and the application of such knowledge in clinical, industrial, organisational, educational and other settings.

Students who intend to practice as professional psychologists should plan an appropriate programme. G.I.A.E. is one of the few Colleges of Advanced Education in Australia whose psychology major has been accredited by the Australian Psychological Society. This means that students who complete a major in psychology at G.I.A.E. will have fulfilled the first three years of the four year academic requirement for Associate Membership of the A.P.S.

G.I.A.E. also offers a Graduate Diploma in Counselling Psychology, which is an accredited fourth year study in psychology for registration as an Associate Member of the A.P.S.

A major in Psychology comprises a minimum of eight units, including 6293 Research Methods in Psychology. Students who intend to study psychology for more than three years, either at G.I.A.E. or elsewhere, should also take 6392 Advanced Research Methods in Psychology. In addition, the following recommendations are made for students who may have specific careers in mind. This list is only recommended, and where the total number of units exceeds the total required for a psychology major, some selection may be advisable.

(a) Career in Clinical Area 6390, 6350, 6351, 6391, 6394, 6396, 6397, 6398, 6399
(b) Career in Personnel 6350, 6351, 6391, 6395
(c) Career in Education 6350, 6351, 6390, 6391, 6394, 6398, 6399
(d) Career in Experimental Psychology and Research 6293, 6391, 6394, 6395, 6398, 6399
(e) Career in Counselling (Adjustment, Vocational, Educational) 6350, 6351, 6391, 6394, 6396, 6397, 6398, 6399

The normal first year programme for all students is 6190 and 6191.

Undergraduate units offered in 1982 -

<table>
<thead>
<tr>
<th>Unit</th>
<th>Semester</th>
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</thead>
<tbody>
<tr>
<td>6190 Introduction to Psychology A</td>
<td>1</td>
</tr>
<tr>
<td>6191 Introduction to Psychology B</td>
<td>2</td>
</tr>
<tr>
<td>*6193 Introduction to Applied Psychology</td>
<td>1</td>
</tr>
<tr>
<td>**6293 Research Methods in Psychology</td>
<td>1</td>
</tr>
<tr>
<td>6350 Personallity</td>
<td>2</td>
</tr>
<tr>
<td>6351 Social Psychology</td>
<td>1</td>
</tr>
<tr>
<td>6390 Developmental Psychology</td>
<td>2</td>
</tr>
<tr>
<td>6391 Organisational Psychology</td>
<td>2</td>
</tr>
<tr>
<td>6392 Advanced Research Methods</td>
<td>2</td>
</tr>
<tr>
<td>6394 Biological Psychology</td>
<td>1</td>
</tr>
<tr>
<td>6396 Clinical Psychology A</td>
<td>1</td>
</tr>
<tr>
<td>6397 Clinical Psychology B</td>
<td>2</td>
</tr>
<tr>
<td>6398 Research Project in Psychology</td>
<td>Full Year</td>
</tr>
<tr>
<td>6399 Clinical Biopsychology</td>
<td>2</td>
</tr>
</tbody>
</table>

Deferred in 1982 -

<table>
<thead>
<tr>
<th>Unit</th>
<th>Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>6393 Perception and Learning</td>
<td>1</td>
</tr>
<tr>
<td>6395 Research Project in Occupational Psychology</td>
<td>Full Year</td>
</tr>
</tbody>
</table>

* Designed for students who intend to take a single Psychology unit.
** Not applicable to a major in Psychology.

SOCIOLOGY TEACHING AREA

Sociology is the study of people and their social relationships, and sociologists apply themselves to a wide range of social issues. The Sociology Teaching Team offers a wide range of units which draw upon the diverse field of sociological endeavour, and units designed to introduce students to sociology are taught also.

Our offering caters for students with a wide range of interests and needs; it allows students to complete a specialised qualification in social research, or to study a number of substantive areas of sociology, or to just obtain an introduction to sociology. Students enrolled in Arts, Welfare, Business, Education, Visual Arts and Applied Science are able to take units in sociology.

Bachelor of Arts students wishing to major in sociology must complete a minimum of eight units and a maximum of twelve units. Students wishing to pursue a major in sociology must complete; 6120 Sociology 1, 6220 Social Theory and Methods of Social Research (with 6276 Statistics for the Social Sciences as a co-requisite) and at least five second or third level units. All students intending to major in sociology are required to discuss their programmes with the Sociology Teaching Team.
Students enrolled in other disciplines wishing to major in Sociology should consult the relevant entry. Further information will be found in the Guide to Students Enrolling in Sociology available from the Sociology Teaching Team.

UNITs OFFERED IN 1982

Only offered at First Level:

6120 Sociology 1 (Full Year)
6122 Introductory Sociology (Second Semester)

Only offered at Second Level:

6220 Social Theory and Methods of Social Research (Second Semester)

Offered at Both Second and Third Level:

6222 Social Change (First Semester)
6224 Sociology of Ethnic Relations (Second Semester)
6320 Sociology of Deviance (First Semester)
6321 Sociology of Education (Second Semester)
6323 Industrial Sociology (First Semester)
6326 Sociology of Health and Welfare (First Semester)
6327 Classical and Contemporary Social Theory (First Semester)

Only offered at Third Level

6329 Sociology Research Project (First Semester)
6330 Sociology Research Project (Full Year)
6331 Sociology Research Project (Second Semester)

Not offered in 1982:

6125 Anthropology 1
6221 Sociology of Knowledge
6225 Sociology of Science
6226 Sociology of Arts
6227 Sociology of Sex Roles
6228 Utopias and Alternative Societies
6322 Sociology of the Family
6333 Sociology of Religion
6334 Sociology of Migration
6335 Urban Society
6338 Sociology of Communication

ASSOCIATE DIPLOMA IN WELFARE STUDIES COURSE

General
This course is designed to provide academic and practical training for students wishing to become welfare officers. It will equip them for employment with statutory bodies, private welfare agencies, local councils, and for work in a wide variety of social settings. Accordingly, it will combine a sound intellectual grounding in welfare studies with a practical acquaintance of field situations and help to develop flexible, adaptable skills for helping others.

A minimum of two years or equivalent full-time study is required to complete the course. The first year, which is primarily concerned with 'knowledge' skills, is available on a part-time or external basis over two years. The final year, which is largely devoted to welfare practice, is offered only on a full-time basis. In addition to meeting standard entry requirements, all applicants are required to complete a Welfare Studies Course Administration Form. This form can be obtained from the Academic Registrar, Gippsland Institute of Advanced Education, Switchback Road, Churchill, 3842. This form must be returned to the G.I.A.E. by October 31st, 1981. All applicants short-listed on the basis of the information contained in these forms will be interviewed at the Institute during November and December of 1981. Applicants are strongly advised, however, that academic results are not the only criteria for entry into this course. Other factors, such as work experience, suitability for the profession, personal maturity etc., are all taken into account. Some applicants who have not recently been involved in studying, may be given a test to assess their ability to complete the course.

Course Structure

YEAR ONE

Eight units to be taken throughout the year and in single semesters.

1. 6190 INTRODUCTION TO PSYCHOLOGY A . . . Semester 1
2. 6120 SOCIOLOGY 1 . . . Semester 1 & 2 CR 2
3. 6191 INTRODUCTION TO PSYCHOLOGY B . . . Semester 2
4. 6140 WELFARE STUDIES 1 . . . Semester 1 & 2 CR 2
5. Electives: One of:
   6142 CORRECTIONAL STUDIES . . . Semester 1 & 2 CR 2
   6144 DEATH AND BEREAVEMENT . . . Semester 1 & 2 CR 2
   (external study only)

or any two first year units in Politics, English or Economics that are currently available in the Bachelor of Arts. Alternatives including some from other subject areas of the Institute may be available by arrangement.

YEAR TWO

Eight units to be taken throughout the year and in single semesters.

1. 6396 CLINICAL PSYCHOLOGY A . . . Semester 1
2. 6397 CLINICAL PSYCHOLOGY B . . . Semester 2
3. Sociology option from
   6224 SOCIOLOGY OF ETHNIC RELATIONS . . . Semester 2
   6320 SOCIOLOGY OF DEVIANCE . . . Semester 1
   A Sociology elective . . . Semester 1
4. 6326 SOCIOLOGY OF HEALTH AND WELFARE . . . Semester 1
5. 6240 WELFARE STUDIES IIIA . . . Semester 1
6. 6241 WELFARE STUDIES IIIB . . . Semester 2
7. 6246 FIELDWORK AND PRACTICE A . . . Semester 1
8. 6247 FIELDWORK AND PRACTICE B . . . Semester 2
Diagrammatic Course Structure

First Year: (Full-time, internal)
Eight Units

<table>
<thead>
<tr>
<th>Semester One</th>
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<tbody>
<tr>
<td>Sociology 1</td>
<td>Introduction to Psychology A</td>
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<tr>
<td>Welfare Studies 1</td>
<td>Elective</td>
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<tr>
<td>Sociology 1</td>
<td>Introduction to Psychology B</td>
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<tr>
<td>Welfare Studies 1</td>
<td>Elective</td>
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First Year: (Part-time, external)

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<tr>
<th>Semester One</th>
<th>Semester Two</th>
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<tr>
<td>Introduction to Psychology A</td>
<td>Sociology 1</td>
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<td>Sociology 1</td>
<td>Introduction to Psychology B</td>
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Second Year: (Part-time, external)

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<th>Semester One</th>
<th>Semester Two</th>
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<tbody>
<tr>
<td>Elective</td>
<td>Welfare Studies 1</td>
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<tr>
<td>May Skills Workshop</td>
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<tr>
<td>Elective</td>
<td>Welfare Studies 1</td>
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<td>August Skills Workshop</td>
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Final Year: (Full-time, internal)

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<tr>
<td>Welfare Studies IIB</td>
<td>Fieldwork and Practice A</td>
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<tr>
<td>Sociology Elective</td>
<td>Clinical Psychology A</td>
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<tr>
<td>Welfare Studies IIA</td>
<td>Fieldwork and Practice B</td>
</tr>
<tr>
<td>Sociology Elective</td>
<td>Clinical Psychology B</td>
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DESCRIPTION OF UNITS

6140 Welfare Studies 1

Unit Adviser: Mr J.G. Dawber

Throughout the year - 9 hours per week - Unit Value of 2 - Internal and External Study.

Corequisites: 6120, 6190, 6191, two electives
Prerequisites: (Part-time and external students only) 6120, 6190, 6191

Unit Outline: This unit attempts to begin to integrate knowledge from the fields of sociology and psychology with an understanding of the development of social welfare concepts and working methods. The following topics are covered by reading, classroom discussion, simulation activities and role plays on one hand, and by direct observation and contact with existing welfare services on the other.

Stream A: Welfare Methods

a) Ethics, values and principles of welfare work
b) Interviewing and interpersonal skills
c) Casework
d) Family welfare work
e) Residential care
f) Group work
g) Community Work

STREAM B: Social Administration

The development of welfare policy and programs, with particular emphasis on current service delivery of agencies.

STREAM C: Social Issues

Examination of current social issues in Australia, and welfare provisions for these.

6142 Correctional Studies 1

Unit Adviser: Mr S. Kerr

Throughout the year - 4 hours per week - Unit Value of 2 - Internal and External Study

Prerequisites: Nil

Unit Outline: This unit is planned to acquaint students with the basic concepts of crime and its relationship to society, and to further provide an introduction to the criminal justice system and the corrective processes presently operating in Australia with specific reference to the Victorian system.

First Semester: Introduction to the Criminal Justice System

1. Basic concepts of crime, law and justice; theories of crime causation; philosophies of punishment; extent of the crime problem; crimes and morals.
2. The administration of criminal justice in Australia including legislation; organisation of the courts, pre-trial procedures; trials; sentencing; legal processes for young offenders and children; the police; correctional law.
Second Semester: Introduction to Corrective Processes

3. An historical overview of the corrective processes; the police and their role; correctional institutions for offenders; alternative institutions; community-based corrections; child welfare services and corrective services relating to young offenders, including children.

This semester will also provide the student with an introduction to some of the specialised methods of welfare work in the correctional field, notably youth work and working with non-voluntary clients.

6144 Death and Bereavement

Unit Advisers: Mr D.J. Tobin and Mr D.J. Treloar

Throughout the year - Unit Value of 2 - External Study only

Prerequisites or Corequisites: Nil

Unit Outline: The unit aims to help students to examine their own attitudes and feelings about death, dying and bereavement; understand better some of the processes involved with dying, grieving and coping with loss; develop and enhance existing skills in interviewing and counselling. The course is designed in four segments - Segments 1 and 2 will be covered in Semester 1; and Segments 3 and 4 in Semester 2. The course segments are: Death - Attitudes and Responses; Dying, Grief and Mourning; Funeral Customs and Practices; and an Elective Research Project. Each segment will be introduced with a Study Guide (SG1 will be distributed at the first Weekend School) and assignments will be set. Each segment will be supported by input at the various Weekend Schools and Vacation Schools, and visiting lecturers will be used extensively.

6240 Welfare Studies IIA

Unit Adviser: Mr P.K. Harwood

First Semester - 4 hours per week - Unit Value of 1 - Full-time Internal Study Only

Prerequisites: 8 units from first year

Unit Outline: This unit covers two areas: (a) Social Welfare Law including lectures on family, criminal and civil law; the working of the courts; and the relationship of social welfare to the law; and (b) Social Welfare Methods which reviews social casework at a greater depth than in the first year and includes lectures on related topics such as ego psychology, family therapy, crisis intervention and goal and contact setting.

6241 Welfare Studies IIB

Unit Adviser: Mr P.K. Harwood

Second Semester - 4 hours per week - Unit Value of 1 - Full-time Internal Study Only

Prerequisite: 6240 Welfare Studies IIA

Unit Outline: Following on from 6240 above, students will complete in the second half of the year lectures and seminars on:

1. Community organisation.
2. An understanding of deviance and contemporary social problems and a critique of current social welfare methods in the more important areas of social work.
3. An overview of social administration and social planning, including working with bureaucracy, social work and politics and professional ethics.
DESCRIPTION OF UNITS

ENGLISH

6110 Modern Literature
Unit Adviser: Mr B.E. Coleborne
Second Semester - 4 hrs per week - Unit Value of 1 - Internal & External Study
Prerequisites: Nil
Unit Outline: This unit introduces aspects of twentieth-century literature up to the Second World War.

6111 Contemporary Literature
Unit Adviser: Mr B.E. Coleborne
First Semester - 4 hrs per week - Unit Value of 1 - Internal & External Study
Prerequisites: Nil
Unit Outline: This unit involves a study of literature published after the Second World War.

6210 Poetry of the English Renaissance
Unit Adviser: Mr B.E. Coleborne, Mr N.C.W. Courtney
Second Semester - 4 hours per week - Unit Value of 1 - Internal & External Study
Prerequisites: 6110, 6111
Unit Outline: An introductory course on the poetry of the English Renaissance. Poets to be studied include Wyatt, Surrey, Sidney, Spenser, Shakespeare, Donne, Herbert, Marvell, Crashaw and Vaughan.

6211 Elizabethan and Jacobean Drama
Unit Adviser: Mr B.E. Coleborne, Mr N.C.W. Courtney
First Semester: 4 hours per week - Unit Value of 1 - Internal and External Study
Prerequisites: 6110, 6111
Unit Outline: An introductory unit on selected works of the major period of English drama. Predominant emphasis will be placed on Shakespeare.

6212 Romantic Literature
This unit will not be offered in 1982. It is planned to offer it next in 1983.

6213 Victorian Literature
This unit will not be offered in 1982. It is planned to offer it next in 1983.

6214 Renaissance Literature
Unit Advisers: Mr B.E. Coleborne, Mr N.C.W. Courtney
First and Second Semester - 2 hours per week - Unit Value of 1 - Internal and External Study
Prerequisites: 6110, 6111. NOTE: This unit may NOT be taken with either 6210 POETRY OF THE ENGLISH RENAISSANCE or 6211 ELIZABETHAN AND JACOBEAN DRAMA.
Unit Outline: An introductory unit on selected works of poetry and drama of the English Renaissance.

6215 Nineteenth Century Literature
This unit will not be offered in 1982. It is planned to offer it next in 1983.

6216 Film (NOTE: This unit is offered subject to approval)
Unit Advisers: Mr B.E. Coleborne, Mr N.C.W. Courtney, Mr M. Griffiths, Mr R.N. Hanley
Second Semester - 4 hours per week - Unit Value of 1 - Internal & External Study
Prerequisites: 6110, 6111, or permission.
6131 MEDIA STUDIES is a recommended unit related to this one.
Unit Outline: This unit will involve study of a selection of films by leading directors which represent major developments in twentieth century cinema: Eisenstein, Battleship Potemkin; Keaton, The General; Chaplin, The Kid; Bergman, The Seventh Seal; Truffaut, Shoot the Piano; Bunuel, Viridiana; Hitchcock, Psycho; Kubrick, Dr Strangelove; Herzog, Enigma; Weir, Picnic at Hanging Rock; Kurosawa, The Seven Samurai; Weller, Citizen Kane; Fellini, 8½.

6310 Australian Literature
Unit Adviser: Mr P.V. Morgan
First Semester - 4 hours per week - Unit Value of 1 - Internal and External Study.
Prerequisites: 6110, 6111 and two second level English units for students intending to do a major sequence.
Unit Outline: A study of various works of Australian literature, selected so that some wider issues in Australian cultural history can also be discussed.

6311 American Literature
Unit Adviser: Mr R.N. Hanley
Second Semester - 4 hours per week - Unit Value of 1 - Internal and External Study.
Prerequisites: 6110, 6111 and two second level English units for students intending to do a major sequence.
Unit Outline: A course examining selected novelists and poets of the period 1850-1930.
6313 Literature and Myth

Unit Adviser: Mr N.C.W. Courtney

First Semester - 4 hours per week - Unit Value of 1 - Internal and External Study.

Prerequisites: 6110, 6111 and two second level English units for students intending to do a major sequence.

Unit Outline: The course begins by considering a number of general approaches to myth, and goes on to examine a selection of literary works which in various ways are shaped by, or modify, traditional myths.

6314 Augustan Literature

Unit Adviser: Mr B.E. Coleborne

Second Semester - 4 hours per week - Unit Value of 1 - Internal and External Study.

Prerequisites: 6110, 6111 and two second level English units for students intending to do a major sequence.

Unit Outline: An introductory course on selected works of Restoration and Eighteenth Century literature.

POLITICS

6181 Australian Politics

Unit Adviser: Dr P.C. Kerr

First Semester - 4 hours per week - Unit Value of 1 - Internal and External study.

Prerequisites: Nil

Unit Outline: A survey of the institutions of Australian Government, with emphasis on Federal Government. Subjects include: political parties, pressure groups, parliament, public service, the Constitution, High Court, and arbitration system.

The unit would concentrate on the following topics: diffusion and concentration of powers within the decision-making process; theories of institutional development; development of oligarchies and elites within institutions and groups; the problem of representation; general theories about power in Australian society including the pluralist and ruling-class analyses.

6182 Politics and Society

Unit Adviser: Dr P.C. Kerr

Second Semester - 4 hours per week - Unit Value of 1 - Internal and External study.

Prerequisites: 6181.

Unit Outline: A study of political socialisation; participation and non-participation in politics; formation of political beliefs and political groups; Australian political culture; political thought and ideology in Australia.

Topics include: the 'class' versus 'culture' debate in Australian political culture; role of family, school, media in inculcation of political attitudes; how and why political groups are formed; roles and styles of politicians and political activists; ideologists, and political thinking in Australia.

As part of this subject students will be required to study the formation of political groups, attitudes and activities in their local environment.

6280 U.S. Politics

Unit Adviser: Dr P.C. Kerr

Second Semester - 4 hours per week - Unit Value of 1 - Internal and External study.

Prerequisites: 6180 or 6181 or 6182

Unit Outline: This unit incorporates a study of the major political movements in twentieth-century America and a study of contemporary American political institutions. Students are also introduced to the main developments in American Foreign Policy since 1939.

Topics include: the New Deal; Origins of the Cold War; Post-War American Liberalism; Contemporary U.S. Foreign Policy; Presidency; Congress; Supreme Court; Bureaucracy; Minority Groups and the Political Process; the Contemporary Party System; Neo-Conservatism and the resurgence of the Right in U.S. Politics.
6281 Government and Society in the Soviet Union

Unit Adviser: Mr P. Farago

First Semester - 4 hours per week - Unit Value of 1 - Internal and External study

Prerequisites: 6180 or 6181 or 6182

Unit Outline: A study of 19th Century Russia, the impact of Marxism, the Bolshevik Revolution, consolidation of Bolshevism, social and economic forces of change, the thought and personalities of Lenin, Stalin, Stalin's critics, Trotsky, Bukharin and Dzjillas.

The post Stalin era and the structure and functioning of present day society, institutions and politics: Dissent: The Soviet Union as a great power.

6381 Developing Countries

Unit Adviser: Mr P. Farago

Second Semester - 4 hours per week - Unit Value of 1 - Internal and External study

Prerequisites: 6180 or 6181 or 6182

Unit Outline: This is a research unit in which students attempt a minor dissertation on some aspects of the problems of modernisation. Weekly seminars deal with such topics as poverty and inequality, the psychology of poverty, theories of underdevelopment, imperialism, dependency theories, the concept of 'takeoff', agricultural and industrial development, mobilisation of the masses, foreign aid, public and private investment, the transfer of institutions and technologies from rich to poor countries, population, appropriate education, agriculture, land reform and the generation of surpluses, resources - both human and material, the importance of markets, developing planning, the inter-dependence of rich and poor societies.

3363 Public Enterprise

Unit Adviser: Mr P. Farago

Second Semester - 4 hours per week - Unit Value of 1 - Internal and External study

Prerequisites: 6180 or 6181 or 6182 or 6122

Unit Outline: This unit introduces students to the study of Public Enterprise. It deals with the History of Public Enterprise, types of public bodies, the management of society and economy through public bodies, contemporary public enterprise in Australia, the relationship between public and private enterprise, the future of public enterprise in post industrial societies.

PSYCHOLOGY

6190 Introduction to Psychology A

Unit Adviser: Dr G.P. Hoare

First Semester - 4 hours per week - Unit Value of 1 - Internal and External study

Prerequisites: Nil

Unit Outline: This unit, together with 6191, provides a general introduction to the discipline of psychology as a behavioural science. The two units 6190 and 6191 are designed to form a basis for further studies in psychology. Students may take these two units in any order they choose. The emphasis in 6190 will be on understanding the origins and development of individual differences in behaviour. A major aim will be to develop an understanding of the methods used by psychologists to describe and explain human behaviour. Topics covered will include social behaviour, human abilities and personality, developmental processes and abnormal behaviour.

6191 Introduction to Psychology B

Unit Adviser: Dr A.K. Rahman

Second Semester - 4 hours per week - Unit Value of 1 - Internal and External study

Prerequisites: Nil, but 6190 is strongly advised

NOTE: Students who take 6191 without having passed 6190 should consult the unit adviser.

Unit Outline: This unit, together with 6190, gives a general introduction to Psychology as a basis for future detailed study of specific areas. The major theme is a study of the basic principles of behaviour with an emphasis on experimental methods in psychology.

Topics covered include: learning and memory, thinking and problem solving, sensation and perception, biological bases of behaviour, motivation and emotion. Some basic ideas in statistics as used in psychology will also be covered.

6193 Introduction to Applied Psychology

Unit Adviser: Mr J. Kavanagh, Mr L. Armstrong

First Semester - 4 hours per week - Unit Value of 1 - Internal and External study

Prerequisites: Nil

NOTE: A student cannot gain credit for 6193 in a Psychology major. Therefore, a student who has taken 6193 and who then decides that he wishes to do a major in Psychology, will need to take 6190 and 6191.

Unit Outline: This unit is intended for students who would like a short introduction to Psychology but who do not intend to study further in the area. Topics include basic areas of interest in psychology such as attitudes, group behaviour, intelligence, personality, motivation and learning and perception. The course will then look at applications of this knowledge in business and industry, such as selecting people for jobs, designing machinery, absenteeism, alcoholism, ageing, transport design and drug dependency.
6293 Research Methods in Psychology

Unit Advisers: Mr J.W. Kavanagh, Dr P.R. Rayment, Dr G.B. Nath

First Semester - 4 hours per week - Unit Value of 1 - Internal and External study

Prerequisites: 6190, 6191

Unit Outline: An introduction to the principles of research design and analysis in psychology. Topics to be covered include the research hypothesis, types of research designs, definition and measurement of variables, experimental control and sources of confounding, conducting an experiment, evaluating and reporting results. Statistical methods covered will include: t-tests, analysis of variance, non-parametric tests.

6350 Personality

Unit Adviser: Dr G.F. Hoare

Second Semester - 4 hours per week - Unit Value of 1 - Internal and External study

Prerequisites: 6190, 6191

Unit Outline: This unit considers a number of theories related to human development and personality. Broadly, they will cover the following orientations: trait and factor theories, psychodynamic approaches, the behavioural approach and the phenomenological approach. Special consideration will be given to the relation between each orientation and the research methods through which they were derived. Selected personality assessment techniques will be used and evaluated.

6351 Social Psychology

Unit Adviser: Dr C.O. Fraser

First Semester - 4 hours per week - Unit Value of 1 - Internal and External study

Prerequisites: 6190, 6191. 6293 is recommended.

Unit Outline: This unit studies the social influences on individual behaviour and how these affect the social interactions of pairs and groups of individuals. Specific topics covered will include social perception, attribution, interpersonal attraction, group structure and performance, attitude measurement and attitude change. An emphasis will be placed on experimental exercises, both to assist in the understanding of research methodology in social psychology, and to provide experiential learning of the social processes involved.

6391 Organisational Psychology

Unit Adviser: Dr. Asim Pal

Second Semester - 4 Hours per week - Unit Value of 1 - Internal and External study.

Prerequisites: 6293 or permission.

Unit Outline: The unit is designed to introduce students to the problems experienced by people in organisational settings. It deals with the major variables influencing the performance of organisations and the work behaviour of groups and individuals within them. Emphasis is placed on system oriented organisational psychology and on viewing man as part of a work and social system.

6392 Advanced Research Methods in Psychology

Unit Adviser: Dr. C.O. Fraser

Second Semester - 4 hours per week - Unit Value of 1 - Internal and External study.

Prerequisites: 6293

Unit Outline: This unit is designed to provide a coverage of research methodology appropriate for those progressing towards a professional qualification in psychology. It may also be appropriate for students from other social science disciplines requiring a thorough grounding in social research methods. The unit will develop further the principles of experimental design and analysis introduced in 6293. Specific topics to be covered in addition include, definition and measurement of psychological variables, selection of appropriate research designs and overcoming specific problems in different areas of psychology, quasi-experimental designs for programme evaluation and other applications, introduction to multivariate analysis.

6393 Perception and Learning

This unit will not be offered in 1982. It will be offered next in 1983.

6394 Biological Psychology

Unit Adviser: Dr A.K. Rahman

First Semester - 4 hours per week - Unit Value of 1 - Internal and External study.

Prerequisites: 6190 & 6191 or permission; 1186 is recommended.

Unit Outline: The objective of the unit is to consider the biological mechanisms and the regulatory control processes of behaviour with a view to providing a rationale for self-regulation of behaviour by the individual. Topics covered will include the biological bases of mind and behaviour; anatomy and physiology of the brain and nervous systems; internal environment and the endocrine system; sensory and motor processes; neurophysiology of learning and memory, motivation and emotion, thinking and cognition; biological correlates of consciousness and psychopathological reaction. The unit will also focus on the bioregulatory processes and biofeedback procedures as therapeutic devices.

6395 Research Project in Occupational Psychology

This unit will not be offered in 1982.
6396 Clinical Psychology A

Unit Adviser: Dr Asiiti Pal
First Semester - 4 Hours per week - Unit Value of 1 - Internal and External study.
Prerequisites: 6293 or permission.
Unit Outline: Along with 6397 this unit is part of an integrated course that is designed to provide an overview of the field of clinical and community psychology. It covers all important aspects: theory, assessment, psychopathology, treatment, community psychology and social issues.
Efforts will be made to give the students the broadest possible view by studying the subject from two major theoretical perspectives: the psychodynamic and the behavioural. In addition, humanistic-existential and other perspectives such as biological bases of behaviour will be discussed where relevant. The student will have ample opportunity to gain practical experience in counselling, self-management programmes and behaviour modification techniques dealing with common difficulties.

6397 Clinical Psychology B

Unit Adviser: Mr A. Love
Second Semester - 4 Hours per week - Unit Value of 1 - Internal and External study.
Prerequisites: 6396 or permission.
Unit Outline: As for unit 6396.

6398 Research Project in Psychology

Unit Advisers: Dr G.F. Hoare, Dr A.K. Pal, or appropriate Psychology team member.
First or Second Semester - Unit Value of 1 - Internal or External Study.
Prerequisites: 6293 plus 5 units in Psychology or permission.
Unit Outline: The unit is designed for students whose academic record indicates ability to undertake independent study and research in a specific interest area in psychology. It provides an opportunity for the advanced psychology student to define an interest area, to state a research question and to carry out research which deals appropriately with the question formulated. This research may be theoretical, empirical, or a blend of these two modes.
NOTE: Students contemplating the Research Project should confer with a unit adviser or an appropriate Psychology team member. Although the Project carries a unit value of one, it may be spread over both semesters.

6399 Clinical Biopsychology

Unit Adviser: Dr A.K. Rahman
Second Semester - Unit Value of 1 - Internal study.
Prerequisites: 6394 & 6396 or permission.

Unit Outline: The objective of this unit will be to study the biological correlates underlying the various clinical manifestations of behaviour with a view to providing a rationale for clinical use of a vast body of information already available in the field of neuropsychology. The unit will focus on the biological mechanisms of psychopathological phenomena and examine the close interaction between the psychological factors and biological processes in the determination of mental abnormalities. The unit will also explore the possibilities and prospect of utilising the psychobiological, as well as the esoteric, techniques like biofeedback, relaxation, autogenic and visualisation therapies, hypnotherapy, and meditation for therapeutic use in psychopathological problems, in addition to the conventional psychotherapeutic techniques. The topics covered in the unit will include psychobiological interactions in normal and abnormal behaviour, biopsychological approach to clinical problems, biology of psychopathology and psychiatry, psychobiology of biofeedback and self-control, bioregulatory processes of psychosomatic disorders, relaxation, visualisation and autogenic therapies, psychobiological mechanisms of yoga-meditation and related phenomena. The unit will concentrate more specifically to the consideration of the problems and processes involved in the application of psychobiological therapy techniques to psychopathological problems.
GRADUATE DIPLOMA IN COUNSELLING PSYCHOLOGY COURSE

Course Co-ordinator: Dr Asim Pal

Part-time - 2 years - Internal only

General: The Graduate Diploma in Counselling Psychology is designed to provide professional qualification for persons wishing to work as psychologists or counsellors in the field of mental health and personal adjustment. It is particularly relevant to people working in community health centres, social welfare, religious agencies and mental health institutions. The programme is designed not only to produce competence in dealing with problems at the individual level, but also to develop intervention skills at the system and the community levels. It aims to prepare graduates to take an active role in assessment of individual, group and community needs, and to reach out to community members rather than wait passively for them to seek help. This programme focuses in some depth on the special character of the Gippsland region and aims to produce counsellors who are sensitive to problems related to small towns and rural communities. The course has been accredited by the Australian Psychological Society as a fourth year in psychology and it meets the requirements of the Society for Associate Membership.

Structure and Subjects: The programme is designed to maintain a balance between theory, skill and experience throughout the training period. The course is divided into two parts:

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<tr>
<th>Year</th>
<th>Unit Value</th>
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<tr>
<td>1</td>
<td>6490 Counselling Theory and Practice A</td>
<td>1</td>
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<td>6494 Professional Issues</td>
<td>4</td>
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<td></td>
<td>6495 Psychological Assessment</td>
<td>1</td>
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<td></td>
<td>6496 Small Group Learning Workshop</td>
<td>4</td>
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<td></td>
<td>6497 Organisation Development</td>
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<td></td>
<td>6499 Practicum and Fieldwork A</td>
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<tr>
<td>2</td>
<td>6490 Counselling Theory and Practice B</td>
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<td></td>
<td>6492 Community Psychology</td>
<td>1</td>
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<td></td>
<td>6493 Research Methods</td>
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<tr>
<td></td>
<td>6499 Practicum and Fieldwork B</td>
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Students are required to attend on-campus lectures and workshops at the Institute on one day a week. During the second semester of each year, the students are required to acquire practical experience at placement centres.

Entry Requirements:

1. Admission to the course is open to a person:

   (a) holding a bachelor degree with a major in psychology from G.I.A.E.

   OR

   (b) possessing qualifications and/or experience which, in the opinion of the Board of Studies in Arts, are equivalent to the above requirement.

2. The following four degree level units are prerequisites:

   6396 & 6397 Clinical Psychology
   6391 Organisational Psychology
   6293 Research Methods in Psychology

   In addition, it will be desirable if the applicant has graduated with a sub-major in sociology or at least studied a few units like 6326 Sociology of Health and Welfare, 6322 Sociology of the Family, 6320 Sociology of Deviance.

3. Apart from academic qualification, personality of the applicant will be an important selection criterion. The applicant will be required to complete a satisfactory enrolment interview.
SOCIOLOGY

6120 Sociology One

Unit Adviser: Mr Daryl Nation

Throughout the year - 4 hours per week - Unit Value of 2 - Internal
and External study.

Prerequisites: Nil

Unit Outline: Sociology One provides students with a broad introduction to
sociological perspectives. The unit caters for those who intend to proceed
to further studies in sociology, and for those who wish to obtain a basic
sociological knowledge. Sociology One may be taken by students enrolled in
the Bachelor of Arts, the Associate Diploma of Welfare Studies, the Diploma
of Teaching, the Bachelor of Education. In exceptional circumstances students
enrolled in the Bachelor of Applied Science, the Diploma of Arts (in Visual
Arts) and the Bachelor of Business, may also undertake the course.

6122 Introductory Sociology

Unit Advisers: Mr D.J. Goff and Dr P.K. Roy

Second Semester - 4 hours per week - Unit Value of 1 - Internal
and External study.

Prerequisites: Nil

Unit Outline: This unit will examine the effect of work practices on the
socio-economic life of communities, the relationships between social classes,
social planning and socio-economic development in contemporary society,
industrial conflict, the state and bureaucracy and human relations in industry.

Note: This unit will not normally count as a prerequisite for further studying
in sociology. It is a unit for students enrolled in the Bachelor of
Business and other courses who wish to take only one unit of sociology.

6220 Social Theory and Methods of Social Research

Unit Advisers: Mr I.V. Hamilton, Ms A.M. Robinson

Second semester - 4 hours per week - Unit Value of 1 - Internal
and External Study.

Prerequisite: 6120 Corequisite: 6276

Unit Outline: This unit examines theory building and theory testing in Sociology.
Topics covered range from classical theories to the mechanics of social research.
Particular attention will be paid to the historical development of social
theories, current key problems and the philosophy of science.

6222 Social Change

Unit Adviser: Dr P.K. Roy

First semester - 4 hours per week - Unit Value of 1 - Internal and External Study.

Prerequisite: 6120 Sociology 1

Unit Outline: This unit is designed to introduce students to the major theories
of social change. Through a close examination of the long term trends in the
functions of various institutions such as the family, education, economic,
religion, and political, the sources, directions and consequences of social
and cultural change will be pursued. Other topics covered will include the
social change in developing countries, rapid growth of various technologies and
modernisation, social movements, social events, and organisational change.

6224 Sociology of Ethnic Relations

Unit Advisers: Mr I.V. Hamilton, Dr P.K. Roy

Second Semester - 4 hours per week - Unit Value of 1 - Internal and External Study.

Prerequisites: 6120 Sociology 1

Unit Outline: This unit is designed to introduce students to the study of the
relationships between ethnic groups in various societies. The concepts
ethnicity, stereotype, prejudice, discrimination, and cultural pluralism
will be analysed and discussed in detail with special reference to relations
between ethnic groups. The unit will pay special attention to the place of
ethnic groups in Australia, particularly migrant and Aboriginal groups.
Contemporary theory and research in the field of ethnic relations will also be
examined.

6276 Statistics for the Social Sciences

For details see Applied Science Chapter.

6320 Sociology of Deviance

Unit Advisers: Mr T. Peterson, Dr T.D. Evans

First Semester - 4 hours per week - Unit Value of 1 - Internal and External Study.

Prerequisite: 6120 Sociology 1

Unit Outline: The unit presents an opportunity for students to examine the
impact of social control on different groups of individuals within western
cultures. The idea of deviance is explored with reference to concepts like
power and authority. Emphasis is given to issues that have emerged in the
1970's.

6321 Sociology of Education

Unit Adviser: Dr T.D. Evans

Second Semester - 4 hours per week - Unit Value of 1 - Internal and External Study.

Prerequisite: 6120 Sociology 1

Unit Outline: This course is designed for sociology students wishing to study
education as an important institution of socialisation within Australian society.
The topics of study include education in relation to: the family, the social
structure, industrialisation, social control, social change, deviance and sex
roles. Sociological perspectives are brought to bear in studying these topics
with reference to both the classical and contemporary work in the field.

This unit is not only of relevance to B.A. students, but also to those intending
to work in teaching and other careers concerning social, educational and welfare
fields. Assessment is by essays and a seminar paper distributed throughout the
semester.
6323 Industrial Sociology
Unit Advisers: Mr D.J. Goff, Dr P.K. Roy
First Semester - 4 hours per week - Unit Value of 1 - Internal and External Study.
Prerequisite: 6120 Sociology One
Unit Outline: A study of work and industrial relations in capitalist societies. The following areas will be covered:
1. The Sociological approach to industrial society.
2. The nature of work in capitalist society.
3. Management.
4. Comparisons between blue and white collar employment.
5. Work motivation.
7. Trade Unions.

6326 Sociology of Health and Welfare
Unit Advisers: Mr I.V. Hamilton, Mr T. Peterson
First Semester - 4 hours per week - Unit Value of 1 - Internal and External Study.
Prerequisite: 6120 Sociology One
Unit Outline: A seminar in the social organisation of health and welfare, including medical sociology, the sociology of community services and planning, medical, paramedical and 'care-taker' roles, patient and client roles and the social construction of the concepts: health; illness; sanity and insanity, welfare; need; poverty; and deprivation.

6327 Classical and Contemporary Social Theory
Unit Advisers: Ms A.M. Robinson, Mr D.E. Nation
First Semester - 4 hours per week - Unit Value of 1 - Internal and External Study.
Prerequisites: 6120 Sociology One
Unit Outline: This unit is recommended for students intending to major in sociology, and is best taken at third level, after 6220: Social Theory and Methods of Social Research. The unit examines the development of social theory from the foundations of sociology to contemporary developments. Themes include the classical tradition, the rise and decline of functionalism, the interactionist tradition and recent controversies in sociological thought. Assessment in this unit will be on the basis of work written during semester; the form is to be negotiated individually with the unit advisers.

6329 Sociology Research Project
Unit Advisers: Dr T.D. Evans, Mr D.J. Goff, Mr I.V. Hamilton, Mr D.E. Nation, Mr T. Peterson, Ms A.M. Robinson, Dr P.K. Roy
First Semester - Unit Value of 1 - Internal and External Study.
Prerequisites: 6120, 6220 or 6229 and permission
Unit Outline: Individual or group research projects will be designed in consultation with the Sociology staff. This unit should be taken by students who wish to do an additional research unit in first semester.

6330 Sociology Research Project
Unit Advisers: Dr T.D. Evans, Mr D.J. Goff, Mr I.V. Hamilton, Mr D.E. Nation, Mr T. Peterson, Ms A.M. Robinson, Dr P.K. Roy
Throughout the year - 4 hours per week - Unit Value of 1 - Internal and External Study.
Prerequisites: 6120, 6220 or 6229 and one other relevant second level Sociology Unit.
Unit Outline: Group projects will be designed in consultation with the Sociology staff. Students may be able to do individual projects with special permission of the Sociology staff.

6331 Sociology Research Project
Unit Advisers: Dr T.D. Evans, Mr D.J. Goff, Mr I.V. Hamilton, Mr D.E. Nation, Mr T. Peterson, Ms A.M. Robinson, Dr P.K. Roy
Second Semester - Unit Value of 1 - Internal and External Study
Prerequisites: 6120, 6220 or 6229, 6329 and permission
Unit Outline: Individual or group research projects will be designed in consultation with the Sociology staff. This unit should be taken by students who wish to do an additional research unit in the second semester and may be taken concurrently with 6330 Sociology Research Project.
BUSINESS STUDIES

ASSOCIATE DIPLOMA IN GENERAL ADMINISTRATION

The Gippsland Institute of Advanced Education in conjunction with McMillan Rural Studies Centre is introducing an Associate Diploma in General Administration in 1982. This course is primarily for persons occupying supervisory positions in industry, government or agriculture, e.g., office manager, credit manager, factory manager, section head or farm manager. The aim of the course is to enable such persons to be better equipped to perform the functions required of them in their chosen employment.

The course consists of eight units of study over two years by external study only. It is expected that those wishing to undertake such a course will probably be in employment already and will undertake the course outside normal working hours. The external study mode is particularly appropriate for such people. Persons completing the course will be eligible for associate membership of the Institute of Business Administration.

ENTRY LEVEL

Admission to the course will be open to applicants who possess an appropriate post-secondary qualification, e.g., a T.A.F.E. Certificate.

COURSE OUTLINE

To qualify for the award, students have to successfully complete six compulsory units and two elective units. The normal course followed by an external student would be:

<table>
<thead>
<tr>
<th>Year One</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>3168</td>
<td>PRINCIPLES OF ADMINISTRATION</td>
</tr>
<tr>
<td>3171</td>
<td>ECONOMIC ANALYSIS</td>
</tr>
<tr>
<td>3170</td>
<td>DATA PROCESSING</td>
</tr>
<tr>
<td>3149</td>
<td>FINANCIAL MANAGEMENT</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Year Two</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>3169</td>
<td>PERSONNEL MANAGEMENT</td>
</tr>
<tr>
<td>3181</td>
<td>BUSINESS APPLICATIONS</td>
</tr>
</tbody>
</table>

Two of the following electives:

<table>
<thead>
<tr>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>3164</td>
</tr>
<tr>
<td>3165</td>
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<tr>
<td>3166</td>
</tr>
<tr>
<td>3167</td>
</tr>
<tr>
<td>3180</td>
</tr>
</tbody>
</table>

The normal load for an external student is two units per semester. All of the Year One units will be available from 1982 onwards. Year Two units will be available from 1983 although it is not expected that all of the elective units will be offered each year.

In 1982 the study programme will be:

<table>
<thead>
<tr>
<th>Semester One</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>3169</td>
<td>PRINCIPLES OF ADMINISTRATION</td>
</tr>
<tr>
<td>3149</td>
<td>FINANCIAL MANAGEMENT</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Semester Two</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>3171</td>
<td>ECONOMIC ANALYSIS</td>
</tr>
<tr>
<td>3170</td>
<td>DATA PROCESSING</td>
</tr>
</tbody>
</table>

For further information on the course, please contact the Course Co-ordinator, Mr John Benson.

DIPLOMA OF BUSINESS (in Accounting)

This course will be phased out at the end of 1982. No further students will be admitted to this course. Existing students are given the option of either transferring to the Bachelor of Business Degree course or of completing the Diploma of Business. Students should consult with academic staff about the units which they still have to complete in the Diploma course. Descriptions of a number of units offered within the Diploma of Business course are listed in this section. It should be emphasised that all students presently undertaking this course will be given the opportunity of completing the course before it is phased out.

BACHELOR OF BUSINESS

The course was introduced in 1978 and provides an opportunity for both school leavers and those already in employment to undertake a Business course that is flexible and adaptable, not only to the specific needs of each individual but also to a constantly changing economic and industrial environment.

The Bachelor of Business Degree falls under the umbrella of the Institute's multidisciplinary degree which allows students a choice of units from the Bachelor of Arts degree, the Bachelor of Applied Science degree as well as from the Bachelor of Business Degree.

To qualify for the Degree:

(a) A candidate must complete at least twenty-four semester units from units approved for the multidisciplinary degree.

(b) A candidate must complete a major study of eight to twelve semester units in at least one business teaching area, and two sub-majors of at least four semester units in two other business teaching areas.

The business teaching areas are: ACCOUNTING, ADMINISTRATIVE STUDIES, ECONOMICS, LAW

At the present time, ACCOUNTING, ECONOMICS and ADMINISTRATIVE STUDIES are available as majors and/or sub-majors whilst LAW is available as a sub-major only.

(c) A candidate may include up to four units of CORE STUDIES.

(d) A candidate must complete: 6174 QUANTITATIVE METHODS I and 6175 DATA PROCESSING I or such other Mathematics units as judged suitable by the Chairman of the Board of Studies in Business.

EXTERNAL STUDIES

Most of the units in the Bachelor of Business course will be offered externally. Details can be found in the Description of Units section.

PREREQUISITES

A student may not enrol in any unit for which he has not completed (or is currently completing) the prerequisites, for the year in which enrolment is sought. Exemptions from this requirement may be given in certain circumstances, and applications to this effect should be made in writing to the Academic Registrar.
### Academic Progress

Students select their programme of studies with guidance from academic staff and subject to the approval of the Chairman of the Board of Studies in Business. This guidance will extend to counselling concerned with meeting the requirements for membership of professional bodies.

### Internal Students

Because of employment opportunities, it is recommended that most full-time internal students should complete a Business Degree with a major in Accounting. A suggested study programme is as follows:

#### Year One

<table>
<thead>
<tr>
<th>Semester One</th>
<th>Semester Two</th>
</tr>
</thead>
<tbody>
<tr>
<td>3140 INTRODUCTORY ACCOUNTING A</td>
<td>3141 INTRODUCTORY ACCOUNTING B</td>
</tr>
<tr>
<td>3150 INTRODUCTION TO LAW</td>
<td>3151 BUSINESS LAW</td>
</tr>
<tr>
<td>6100 INTRODUCTION TO ECONOMICS</td>
<td>6201 MACROECONOMICS</td>
</tr>
<tr>
<td>6193 INTRODUCTION TO APPLIED BEHAVIOURAL PSYCHOLOGY</td>
<td>6122 INTRODUCTORY SOCIOLOGY</td>
</tr>
</tbody>
</table>

#### Year Two

<table>
<thead>
<tr>
<th>Semester One</th>
<th>Semester Two</th>
</tr>
</thead>
<tbody>
<tr>
<td>3340 CORPORATE ACCOUNTING</td>
<td>3241 MANAGEMENT ACCOUNTING</td>
</tr>
<tr>
<td>3250 LEGAL PERSONS</td>
<td>3251 TAXATION LAW AND PRACTICE</td>
</tr>
<tr>
<td>6101 MICROECONOMICS</td>
<td>6202 ADVANCED MACROECONOMICS</td>
</tr>
<tr>
<td>6174 QUANTITATIVE METHODS 1</td>
<td>6175 DATA PROCESSING 1</td>
</tr>
</tbody>
</table>

#### Year Three

<table>
<thead>
<tr>
<th>Semester One</th>
<th>Semester Two</th>
</tr>
</thead>
<tbody>
<tr>
<td>3240 BUSINESS FINANCE AND DECISION MAKING</td>
<td>3341 ACCOUNTING THEORY AND CURRENT ISSUES</td>
</tr>
<tr>
<td>3342 AUDITING</td>
<td>3340 CORPORATE ACCOUNTING</td>
</tr>
<tr>
<td>3260 ADMINISTRATIVE THEORY AND FUNCTIONS</td>
<td>3241 MANAGEMENT ACCOUNTING</td>
</tr>
<tr>
<td>- Option Unit*</td>
<td>- Option Unit*</td>
</tr>
<tr>
<td>3261 ORGANISATIONAL BEHAVIOUR</td>
<td></td>
</tr>
</tbody>
</table>

*One of the optional units will have to be an accounting option. Selection of optional units will have to be made after discussions with academic staff.

### Business Teaching Areas

#### Accounting (Major)

The Accounting Major is designed specifically for those who wish to make a career in accounting. Many opportunities exist for Accountants in industry, commerce, the public service and public practice. The following Accounting units are available to students undertaking the Bachelor Business Degree:

<table>
<thead>
<tr>
<th>Unit</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>3140</td>
<td>INTRODUCTORY ACCOUNTING A</td>
</tr>
<tr>
<td>3141</td>
<td>INTRODUCTORY ACCOUNTING B</td>
</tr>
<tr>
<td>3240</td>
<td>BUSINESS FINANCE AND DECISION MAKING</td>
</tr>
<tr>
<td>3241</td>
<td>MANAGEMENT ACCOUNTING</td>
</tr>
<tr>
<td>3340</td>
<td>CORPORATE ACCOUNTING</td>
</tr>
<tr>
<td>3341</td>
<td>ACCOUNTING THEORY AND CURRENT ISSUES</td>
</tr>
<tr>
<td>3342</td>
<td>AUDITING</td>
</tr>
<tr>
<td>3343</td>
<td>ACCOUNTING RESEARCH PROJECT</td>
</tr>
<tr>
<td>3344</td>
<td>PROJECT PLANNING AND CONTROL</td>
</tr>
<tr>
<td>3345</td>
<td>DEVELOPMENT OF ACCOUNTING THOUGHT</td>
</tr>
<tr>
<td>3346</td>
<td>BUSINESS FINANCE</td>
</tr>
<tr>
<td>3347</td>
<td>FINANCIAL MANAGEMENT</td>
</tr>
</tbody>
</table>

To major in Accounting the first seven units above are compulsory, and students must complete at least one optional unit from the last five units listed.

Students seeking membership of either the Australian Society of Accountants or the Institute of Chartered Accountants in Australia must complete the Bachelor of Business Degree including a major of no less than eight semester units in Accounting and no less than four Law units. These units are: 3140 INTRODUCTORY ACCOUNTING A, 3141 INTRODUCTORY ACCOUNTING B, 3240 BUSINESS FINANCE AND DECISION MAKING, 3241 MANAGEMENT ACCOUNTING, 3340 CORPORATE ACCOUNTING, 3341 ACCOUNTING THEORY AND CURRENT ISSUES, 3342 AUDITING and any one of the five optional Accounting units: 3343 ACCOUNTING RESEARCH PROJECT, 3344 PROJECT PLANNING AND CONTROL, 3345 DEVELOPMENT OF ACCOUNTING THOUGHT, 3346 BUSINESS FINANCE, 3347 FINANCIAL MANAGEMENT PLUS 3150 INTRODUCTION TO LAW, 3151 BUSINESS LAW, 3250 LEGAL PERSONS, 3251 TAXATION LAW AND PRACTICE.

Full details of all units to be offered in 1982 appear under the Description of Units Section.

#### Administrative Studies (Major)

The Administrative Studies major is designed, first, to equip students with the basic knowledge, concepts, tools and techniques necessary to appraise problems and make decisions within complex organisational contexts and to take account of a wide variety of social, economic and political factors; second, to provide an academic framework for the development of leadership skills; third, to establish a sound basis for the subsequent assimilation of administrative experience.

The major is designed as a broad-based course to meet the changing needs of practising professionals as well as providing an academic framework for personnel involved in more general fields of people-management and business decision-making.

The following units are available to students undertaking the Bachelor of Business degree:

**First Year:**

<table>
<thead>
<tr>
<th>Unit</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>6193</td>
<td>INTRODUCTION TO APPLIED PSYCHOLOGY</td>
</tr>
<tr>
<td>6122</td>
<td>INTRODUCTORY SOCIOLOGY</td>
</tr>
</tbody>
</table>

**Second Year:**

<table>
<thead>
<tr>
<th>Unit</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>3260</td>
<td>ADMINISTRATIVE THEORY AND FUNCTIONS</td>
</tr>
<tr>
<td>3261</td>
<td>ORGANISATIONAL BEHAVIOUR</td>
</tr>
</tbody>
</table>

**Third Year:**

<table>
<thead>
<tr>
<th>Unit</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>3360</td>
<td>ORGANISATIONAL CHANGE AND DEVELOPMENT</td>
</tr>
<tr>
<td>3367</td>
<td>BUSINESS PLANNING AND POLICY</td>
</tr>
</tbody>
</table>

The below mentioned optional units are available for second and/or third years of study, (depending on pre or co-requisites listed for each unit in the Description of Units section):

<table>
<thead>
<tr>
<th>Unit</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>3362</td>
<td>INDUSTRIAL RELATIONS</td>
</tr>
<tr>
<td>3363</td>
<td>PUBLIC ENTERPRISE</td>
</tr>
<tr>
<td>3364</td>
<td>ADVANCED SEMINAR AND RESEARCH IN ADMINISTRATION</td>
</tr>
<tr>
<td>3365</td>
<td>PERSONNEL MANAGEMENT</td>
</tr>
<tr>
<td>3366</td>
<td>MARKETING AND SOCIETY</td>
</tr>
</tbody>
</table>
To major in Administrative Studies, units 6193, 6122, 3260, 3261, 3360 and 3367 are compulsory (and are taken in the order listed) with at least a further two optional units from 3362, 3363, 3364, 3365 and 3366.

Students who plan an Administrative Studies Major will find it useful to undertake studies in Law, Economics and Accounting, whilst other units such as, Organisational Psychology and Politics may well be complementary.

On completion of the major in Administrative Studies, students are eligible to gain membership of the Institute of Business Administration. In addition, depending on course structure design, it is anticipated that students will gain eligibility for membership of the Institute of Personnel Management of Australia.

Full details of all units to be offered appear under the Description of Units section.

Economics (Major)

Students enrolling in the Bachelor of Business degree may elect to complete a major of at least eight units of Economics, or may select fewer Economics units as electives to support their chosen majors. Units available to Bachelor of Business students are:

6100 INTRODUCTION TO ECONOMICS
6201 MACROECONOMICS
6101 MICROECONOMICS
6202 ADVANCED MACROECONOMICS
6300 ECONOMIC DEVELOPMENT
6301 ECONOMICS OF THE ENVIRONMENT
6302 LABOUR ECONOMICS
6303 MONEY AND BANKING
6306 APPLIED ECONOMICS RESEARCH UNIT
6307 REGIONAL ECONOMICS

Students enrolling in Economics at the Institute for the first time will normally take 6100 INTRODUCTION TO ECONOMICS in first semester and 6201 MACROECONOMICS in second semester of their first year, and 6101 MICROECONOMICS in first semester of second year. After passing these units, they will then normally progress to a selection of upper level units.

Passes in Economics at school are not prerequisites for the study of Economics at the Institute - the only prerequisite is the desire to understand how economic systems operate.

Full details of all units to be offered in 1982 appear under the Description of Units section.

Law (Sub-major)

Law is offered as a sub-major in the Bachelor of Business Degree. Students who major in Accounting will need to complete four units; 3150 INTRODUCTION TO LAW, 3151 BUSINESS LAW, 3250 LEGAL PERSONS and 3251 TAXATION LAW AND PRACTICE, if they wish to gain admission to the professional accounting bodies.

Students majoring in other areas may wish to take a law sub-major or a number of law units which will support their area of major study. In addition to the four units mentioned above 3350 ADMINISTRATIVE LAW, 3351 INDUSTRIAL AND LABOUR LAW and 3352 ADVANCED TAXATION are available internally and externally.

In addition to supporting areas of major studies, the law component in the Business Degree is designed to acquaint students with the legal problems they might encounter in their careers, and in the case of Taxation to equip accountancy students for professional practice.

The law units are also available for study by students undertaking the Institute's multidisciplinary degree.

Full details of all units to be offered in 1982 appear under the Description of Units section.

DESCRIPTION OF UNITS

ACCOUNTING

3140 Introductory Accounting A

Unit Adviser: Mr A. Parnell

First and Second Semester - 4 hours per week - Unit Value of 1 - Internal and External study

Unit Outline: The objectives of this unit are; to outline the assumptions underlying accounting practice, to outline the place of accounting within a business entity, to illustrate the basic rules of book-keeping, to introduce the basic book-keeping records, and to explain the procedures undertaken during each accounting period.

Some of the topics covered to fulfil these objectives are; accounting assumptions, rules for debit and credit, general journals, special journals, subsidiary ledgers, balance day adjustments, accounting for cash, Debtors, Creditors, Wages, Inventories, fixed assets and depreciation, balance sheets, profit and loss statements and introduction to EDP accounting.

3141 Introductory Accounting B

Unit Adviser: Mr R. Boyd

First and Second Semester - 4 hours per week - Unit Value of 1 - Internal and External study

Prerequisite: 3140

Unit Outline: Having studies basic book-keeping and accounting procedures in Introductory Accounting A, this unit provides a sound knowledge of more specialised areas of accounting. Topics include: partnership accounting, company accounting, funds statements, analysis and interpretation of financial statements, alternative forms of financial accounting and pastoral accounting.

3240 Decision Making and Business Finance

Unit Adviser: Mr L. Boucher

First Semester - 4 hours per week - Unit Value of 1 - Internal and External study

Prerequisite: 3241

Unit Outline: This unit contains two sections, namely, decision making and business finance. The decision making section covers the following topics: the role of decision making in accounting, relevant costs for decision making, uncertainty in decision making; linear programming; network analysis and capital budgeting. The business section covers the following topics: sources of finance; cost of capital; capital structure decision; dividend policy and evaluation of leasing proposals.
Prerequisite: 3141

Second Semester - 4 hours per week - Unit Value of 1 - Internal and External study

Unit Outline: This unit is designed to provide a sound appreciation of the management accounting function for various levels of management through a study of full absorption and direct cost approaches to job costing, process costing, standard costing, pricing and marketing methods, joint and by-product budgets and budgetary control, responsibility accounting, together with an appraisal of the interface between management accountants and other professions.

3340 Corporate Accounting

Unit Advisers: Mr N. Watson, Mr L. Boucher

First Semester - 4 hours per week - Unit Value of 1 - Internal and External study

Unit Outline: This unit examines the form and content of published financial reports. It also examines the effect on accounting reports and records caused by the formation of a corporate structure for a business entity. Topics examined include, the influences on financial accounting, preparation of financial reports, including consolidated statements, and accounting for combinations.

3341 Accounting Theory and Current Issues

Unit Adviser: Mr I. W. Roberts

Second Semester - 4 hours per week - Unit Value of 1 - Internal and External study

Unit Outline: This unit examines accounting theory and some current issues confronting the profession. Topics include the development of accounting thought and literature, the social context of accounting, the objectives of financial statements, an examination and assessment of four accounting models namely historical cost, index accounting, current cost accounting and continuously contemporary accounting. In the final part of the unit an examination is made of some current issues in accounting.

3342 Auditing

Unit Adviser: Mr R. Boyd

First Semester - 4 hours per week - Unit Value of 1 - Internal and External study

Prerequisites: 3241 and 3250

Unit Outline: This unit is designed to develop an understanding of auditing from both a practical and theoretical viewpoint. It will develop an understanding of the legal requirements of auditors as well as the standards and statements laid down by professional accounting bodies. Topics include; the basic objectives of auditing, the various types of audit requirements under the common law and the Companies Act, the concepts of independence and competence, internal control, testing and examination of evidence, R.D.P. audits, business investigations and statistical sampling techniques.

3343 Accounting Research Project

Unit Adviser: Mr L. Boucher

First and Second Semester - Unit Value of 1 - Internal and External study

Prerequisite: 3241. Entry to this unit is subject to the approval of the Accounting Teaching Team.

Unit Requirements: A project has to be undertaken, chosen from one of the following - Type A: Available to those students who are able to gain employment in a relevant accounting area for a minimum equivalent time of three hours per week during the semester. Students will prepare a paper based on their work experience. Assessment is based on the understanding demonstrated in the paper and on an employer's report.

Type B: Available to those students who wish to investigate approved topics through a process of interviews and questionnaires with organisations, as well as completing relevant reading on the topic. Assessment is based on the substance and evaluation of findings presented in a written paper. Examples of projects which may be approved are; management accounting needs of small businesses, farm management accounting and the practice and effectiveness of standard costing systems.

Type C: This is predominantly a research project based on available literature in financial accounting. Findings will bear reference to current financial practices within the area of an approved topic. Assessment is based on the findings presented in a written paper.

NOTE: Students should note that before a project is commenced, approval must be received from the Accounting Teaching Team, and that at the conclusion of the project, students will be required to present their paper in class.

3344 Project Planning and Control

Unit Adviser: Mr N. Watson

First Semester - 4 hours per week - Unit Value of 1 - Internal and External study

Prerequisite: 3241

Unit Outline: The aim is to further develop this topic as introduced in 3240 DECISION MAKING AND BUSINESS FINANCE. Teaching will be based on techniques currently used by industry to ensure the successful implementation of projects. The attributes of the approach in each industry will be closely examined. Particular attention will be paid to the function of the accountant in the planning and control of projects. Each example will be considered with a corresponding appreciation of the physical work involved. Specific attributes to be investigated include; the use of estimates, methods of estimate preparation, authorisations to proceed, variations from estimates, revision of estimates, escalations, calculation of work completed and the extent of the use of critical path methods.

Instruction will be through normal course work but some investigations will be carried out by students. All students will be required to present their findings in class.
3346 Business Finance
Unit Adviser: Mr L. Boucher
Second Semester - 4 hours per week - Unit Value of 1 - Internal and External study
Prerequisite: 3240
Unit Outline: This unit covers investment analysis topics, namely, efficient markets, portfolio analysis, the capital asset pricing model and analysis and interpretation of financial reports. In addition, the following corporate finance topics will be discussed: capital budgeting incorporating risk; the capital asset price model and corporate finance; and takeovers and mergers.

ADMINISTRATIVE STUDIES
6122 Introductory Sociology
Unit Advisers: Mr D. J. Coff and Dr P. K. Roy
Second Semester - 4 hours per week - Unit Value of 1 - Internal and External study
Prerequisite: Nil.
Note: This unit will not count as a prerequisite for further studies in Sociology. It is a unit for students enrolled in the Bachelor of Business and other courses who wish to take only one unit of Sociology.
Unit Outline: This course will examine the effect of work practices on the socio-economic life of communities, the relationships between social classes, the socio-economic development of western and third world countries, industrial relations, the state and bureaucracy.

6193 Introduction to Applied Psychology
Unit Adviser: Mr J. Kavanagh
First Semester - 4 hours per week - Unit Value of 1 - Internal and External study
Prerequisite: Nil.
Note: A student cannot gain credit for both 6193 and 6190. Therefore, a student who has taken 6193 and who then decides that he wishes to do a major in Psychology, will need to convert his 6193 unit to 6190. This conversion course will be arranged by the course adviser in 6190.
Unit Outline: This unit is intended for students who would like a short introduction to Psychology, but who do not intend to study further in the area. (Students who intend to take other Psychology units should enrol in 6190 INTRODUCTION TO PSYCHOLOGY A instead).
The unit has two sections. The first, of six weeks, is an introduction to Psychology in general. It will cover the topics of scientific methods, social psychology, intelligence, personality, biological processes, and motivation and emotion. The second section, of eight weeks, will then look at applications of this knowledge in business and industry, such as designing machinery, factory layout, selecting people for jobs, work motivation, mental health, absenteeism, alcoholism, ageing and drug dependency.

3260 Administrative Theory and Functions
Unit Adviser: To be advised
First Semester - 4 hours per week - Unit Value of 1 - Internal and External study
Prerequisite: 6193 and 6122
Unit Outline: This unit includes a general introduction to modern management and studies the development of administrative theory from both an historical and a functional viewpoint. The administrative functions of organising, planning, staffing, control, decision-making and innovation are explored. Students are introduced to the case study approach as a means of illustrating practical administrative and organisational problems and solutions.

3261 Organisational Behaviour
Unit Adviser: Mr J.W. Benson
Second Semester - 4 hours per week - Unit Value of 1 - Internal and External study
Prerequisite: 3260
Unit Outline: This unit studies the behaviour of individuals and groups within organisational settings. Topics include: conflict, decision-making and problem-solving, supervision and leadership, evaluation of group performance and management by objectives. The roles of personnel practice and industrial relations are discussed. Small group exercises are used to give students practical experience in these areas.

3360 Organisational Change and Development
Unit Adviser: Mr J. Etheredge
First Semester - 4 hours per week - Unit Value of 1 - Internal and External Study
Prerequisite: 3261
Unit Outline: This unit is designed to help the manager or prospective manager to understand the problems of maintaining an effective organisation and to provide knowledge of how an organisation may be changed in order to most effectively cope with the changing demands of the modern business environment.

3362 Industrial Relations
Unit Adviser: Mr J.W. Benson
First Semester - 4 hours per week - Unit Value of 1 - Internal and External study
Prerequisite: 6193 and 6122, or equivalent
Unit Outline: This unit is an introduction to the study of employer/employee relationships in the employment setting. Topics include: models of industrial relations systems, industrial conflict, trade union and employer associations, industrial law, methods of resolving industrial conflict, establishing and administering the rules of the work place, with special reference to compulsory arbitration, collective bargaining and worker participation.
3363 Public Enterprise
Unit Advisor: Mr P. Farago
Second Semester - 4 hours per week - Unit Value of 1 - Internal and External study
Prerequisites: One of 6180, 6122, 6181 or 6182
Unit Outline: This unit introduces students to the origins, types, accountability and problems of various types of public enterprise organisations in Australia and overseas.

3364 Advanced Seminar and Research in Administration
Unit Advisor: Mr J.W. Benson
First and Second Semesters - Unit Value of 1 - Internal and External study
Corequisite: 3360
Note: Students may not enrol in this unit without prior consultation with unit adviser.
Unit Outline: Students are required to undertake a research project which is designed in consultation with the Administrative Studies staff.

3365 Personnel Management
Unit Advisor: Mr J. Etheredge
Second Semester - 4 hours per week - Unit Value of 1 - Internal and External study
Prerequisites: 6193 and 6192 or 6122
Unit Outline: This unit is aimed at giving managers and potential managers a knowledge and understanding of personnel administration and practices. Topics include: nature of personnel administration, the employment function, training and development, wage and salary administration, general personnel function, industrial relations, current problems in personnel management and personnel policies and policy making.

3367 Business Planning and Policy
Unit Advisor: To be advised
Second Semester - 4 hours per week - Unit Value of 1 - Internal and External Study
Prerequisite: 3360
Unit Outline: This unit firstly examines business planning in relation to management control systems, information systems and the implementation of these, before concentrating on corporate strategy determination and implementation. A case study approach is predominantly used.

ECONOMICS
6100 Introduction to Economics
Unit Advisors: Mr I.A. Gibson, Mr M.J. Crowley, Mr W.F. Battersby, Ms A. Hodgkinson
First Semester - 4 hours per week - Unit Value of 1 - Internal and External study
Prerequisites: Nil
Unit Outline: This unit introduces a range of approaches to economic theory. The basic principles of orthodox microeconomics and macroeconomics are covered, together with a number of alternative approaches to economic analysis.

6101 Microeconomics
Unit Advisors: Mr W.F. Battersby, Mr I.A. Gibson
First Semester - 4 hours per week - Unit Value of 1 - Internal and External study
Prerequisite: 6100
Unit Outline: This unit is an intermediate course in microeconomics, which develops the microeconomic theory introduced in 6100 INTRODUCTION TO ECONOMICS. The aim of the unit is to provide training in the use of economic theory and tools of analysis in helping to elucidate and solve the problems involved in the allocation of resources to meet society's material wants.

6201 Macroeconomics
Unit Advisor: Mr M.J. Crowley
Second Semester - 4 hours per week - Unit Value of 1 - Internal and External study
Prerequisite: 6100
Unit Outline: An introductory course in macroeconomics which considers the determinants of the level of production, employment and income in the economy. The theory developed provides a basis for consideration of the effectiveness of policy aimed at achieving economic stability. Consideration will be given to the performance of the Australian economy.

6202 Advanced Macroeconomics
Unit Advisor: Mr W.F. Battersby
Second Semester - 4 hours per week - Unit Value of 1 - Internal and External study
Prerequisite: 6201
Unit Outline: The unit involves a critical re-examination of Keynesian economics and a consideration of more recent developments in macroeconomic theory. Other topics include a consideration of current economic problems and policies and an analysis of the dynamics of economic growth and fluctuations.
6300 Economic Development

Unit Adviser: Mr M.J. Crowley

First Semester - 4 hours per week - Unit Value of 1 - Internal and External study

**Prerequisites:** 6101, 6201

**Unit Outline:** This unit involves the study of a number of aspects of development economics, including the causes of under-development, trade and aid, development strategies and population problems.

6301 Economics of the Environment

Unit Adviser: Mr I.A. Gibson

Second Semester - 4 hours per week - Unit Value of 1 - Internal and External study

**Prerequisite:** 6101

**Unit Outline:** This unit involves the study of economic aspects of environmental issues, such as the causes of environmental deterioration, the economics of pollution and conservation and the economics of environmental protection policies.

6303 Labour Economics

Unit Adviser: Mr W.F. Battersby

Second Semester - 4 hours per week - Unit Value of 1 - Internal and External study

**Prerequisite:** 6101

**Unit Outline:** Topics to be considered include the supply of and demand for labour as a factor of production; the wage structure; income distribution; money wages and inflation; incomes policy; manpower planning. The unit looks not only at the economic theory of labour markets but at the role of institutions, eg. trade unions in the wage determination process. Close consideration is given to the operation of the Australian labour market.

6304 Money and Banking

Unit Adviser: Mr M.J. Crowley

First Semester - 4 hours per week - Unit Value of 1 - Internal and External study

**Prerequisite:** 6201

**Unit Outline:** The unit involves a study of the financial markets and institutions of the Australian Economy. Major emphasis is given to the nature and role of monetary variables and the way in which they influence the level of economic activity.

6306 Applied Economics Research Unit

Unit Advisers: Mr M.J. Crowley, Mr W.F. Battersby, Mr I.A. Gibson

First and Second Semesters - 4 hours per week - Unit Value of 1 - Internal and External study

**Prerequisites:** 6101, 6202

Unit Outline: This unit is compulsory for students wishing to major in Economics in the multidisciplinary degree. The unit involves research and reading in an area specifically approved by the Economics teaching staff. The unit is consciously vocational, being designed to provide students with practical experience in the use of their training in Economics. It is a step between their academic training and their future roles as professional economists, or other positions requiring the use of economic skills. As such, students are encouraged to design research projects which will be of positive benefit to the community.

6307 Regional Economics

Unit Adviser: Ms A. Hodgkinson

First Semester - 4 hours per week - Unit Value of 1 - Internal and External study

**Prerequisites:** 6101, 6201

**Unit Outline:** This unit involves a study of the economic forces underlying regional development and under-development in Australia. It will look at the regional impact of current economic changes and the social and political policy implications that follow these changes. Emphasis will be placed on empirical research and practical studies which are relevant to regional economic problems in Victoria.

**LAW**

3150 Introduction to Law

Unit Adviser: Mr I. Henry

First Semester - 4 hours per week - Unit Value of 1 - Internal and External study

**Prerequisites:** Nil

**Unit Outline:** This unit provides an introduction to the legal system in Australia and the operation of the judicial process. It is designed to provide a basis for the study of other law units, in particular Business Law. Specific topics include: the nature of Law and the legislative and judicial processes, Government and the individual, the Contractual relationship, the law of negligence and other aspects of law such as - law and society and law and morality.

3151 Business Law

Unit Adviser: Mr I. Henry

Second Semester - 4 hours per week - Unit Value of 1 - Internal and External study

**Prerequisite:** 3150

**Unit Outline:** This unit involves a study of the sale of goods, hire purchase and allied transactions, securities, negotiable instruments, insurance, Restrictive Trade Practices Act and consumer protection generally.

3250 Legal Persons

Unit Adviser: To be advised

First Semester - 4 hours per week - Unit Value of 1 - Internal and External study
Prerequisite: 3150

Unit Outline: This unit aims to give students a comprehensive understanding of the Law of Partnership and Company Law, which will complement their studies in accounting and Tax Law. The unit also examines law relating to unincorporated associations, unit trusts and trade unions.

3251 Taxation Law and Practice

Unit Adviser: Mr L. Boucher

Second Semester - 4 hours per week - Unit Value of 1 - Internal and External study

Prerequisites: 3150, 3141

Unit Outline: This unit is designed to provide students with a working knowledge of the Income Tax Assessment Act and the Rating Acts. It prepares the ground for more advanced study in taxation. Specific topics include: historical outline of taxation in Australia, assessable income, derivation of income, exempt income and deductions. Taxation affecting specific types of taxpayers including companies, partnerships, trusts, superannuation funds and primary producers. A study of the administration of taxation in Australia.

3350 Administration Law

Unit Adviser: To be advised

First Semester - 4 hours per week - Unit Value of 1 - Internal and External study

Prerequisite: 3150

Unit Outline: Administrative Law is a study of that body of rules which relate to the exercise of power by governmental and semi-governmental authorities. Of particular importance is the process of delegation of the law making authority and the legal constraints on this process. Specific topics covered in the course include the remedies available to the citizen when adversely affected by an administrative decision, the place of natural justice, the role of the ombudsman and administrative tribunals.

3351 Industrial and Labour Law

Unit Adviser: To be advised

Second Semester - 4 hours per week - Unit Value of 1 - Internal and External study

Prerequisite: 3150

Unit Outline: This unit is designed to acquaint students with the legal framework within which the employer-employee confrontation exists necessitating an examination of the constitutional basis and sources of the labour powers of the Commonwealth and the States; the Conciliation and Arbitration Act; the status of trade unions; the relationship between State and Federal systems and the resultant problems; Industrial Torts; and other specific problems.

3352 Advanced Taxation

Unit Advisers: Mr L. Boucher, Mr I. Henry

First Semester - 4 hours per week - Unit Value of 1 - Internal and External study

Prerequisite: 3251. This unit is optional.

Unit Outline: The aim of this unit is to better equip accountancy students for professional practice and to provide an opportunity for students majoring in other areas within the Bachelor of Business degree to study taxation in greater depth. Specific topics covered include: objections and appeals, detailed examination of specific types of taxpayers such as trusts, primary producers and superannuation funds, particularly from the aspect of their value in taxation planning. A brief study of international agreements and other forms of taxation apart from income tax such as estate and gift duties. Anti-avoidance legislation will also be considered.

MATHEMATICS UNITS

6174 Quantitative Methods 1

For details see the Applied Science chapter

6175 Data Processing 1

For details see the Applied Science chapter

6274 Quantitative Methods 2

For details see the Applied Science chapter

6275 Data Processing 2

For details see the Applied Science chapter
EDUCATION

DIPLOMA OF TEACHING (primary)
BACHELOR OF EDUCATION:
  - Primary programme
  - Secondary programme
  - School Librarianship programme
GRADUATE DIPLOMA IN EDUCATION (secondary)
GRADUATE DIPLOMA IN EDUCATIONAL ADMINISTRATION
ASSOCIATE DIPLOMA IN SCHOOL LIBRARIANSHIP

The School of Education provides courses leading to professional qualification for primary and secondary teachers and school librarians. The Diploma of Teaching and Graduate Diploma in Education courses offered by the School are essentially for pre-service professional education of teachers. The Bachelor of Education course is a multi-purpose course, the alternative programmes of which are designed for both pre-service and in-service professional educational training in the primary, secondary, and school librarianship fields. The Associate Diploma in School Librarianship is a two year course for qualified teachers offered in the external mode only.

The Graduate Diploma in Educational Administration is also offered only in the external mode and is designed for teachers in primary and secondary education as well as for non-teachers in educational administration.

All courses are designed to meet the requirements of registration and employment authorities.

GENERAL INFORMATION

ADMISSION

See details on Admissions, page 3.

ENROLMENT AND COURSE APPROVAL

Guidance and information will be provided in the selection of units for an approved course. All students wishing to enrol for courses or units in the School of Education should make formal application and initial enquiries through the Academic Registrar.

Part time and external students not currently undertaking full time studies for R.B.C. (e.g. teachers wishing to up-grade qualifications), may wish to discuss their application with one of the course advisers. An appointment should be made through the Academic Registrar.

Students are to submit a full course proposal on the relevant form for consideration by the appropriate course adviser at the time of enrolment.

Course Advisers:

Diploma of Teaching (primary)
  Bachelor of Education:
    - Primary programme
    - Secondary programme
    - School Librarianship programme
  Graduate Diploma in Education (Secondary)
  Graduate Diploma in Educational Administration
  Associate Diploma in School Librarianship

Mr H.J. Pearson
Mr R.M.H. Hind
Mr R.M.H. Hind
Mr L.G. Gordon
Dr G.W. Dettrick
Mr L.G. Gordon
Ms K.E. Frost

Changes to courses

Changes to courses must be discussed with the appropriate course adviser before enrolment is completed. Changes to courses during a year must also be discussed with the relevant course adviser.

FULL TIME TEACHERS AND STUDY LOADS

Teachers are requested to contact the Academic Registrar to arrange a counselling interview before enrolling for further studies.

ATTENDANCE REQUIREMENTS

See individual unit descriptions.

EXTERNAL STUDIES

All courses in the School of Education are offered through External Studies. Students are given study guides to assist with each unit. Readings are provided. Lecturers are available to assist external students at Weekend and Vacation Schools or at other times mutually convenient to both lecturer and student. Do not hesitate to seek advice from any staff member.

STRUCTURE OF COURSES

Diploma of Teaching and Bachelor of Education courses contain three inter-related components:

Professional Education Studies provide the foundations of students' understanding of children, learning, teaching, the nature of education and its relationship to society. Emphasis is also placed on skills in curriculum design, implementation and evaluation. See units listed on pages 46-52.

School Experience provides the student with carefully guided contact with children and increasing responsibility in the classroom. Students are encouraged to involve themselves in the wider contexts of educational situations.

For pre-service students completing the Diploma of Teaching and Bachelor of Education (Secondary), a minimum of 100 days of supervised school experience is required. School experience is related to the Professional Education units, and students must elect to complete school experience in the same study period as that in which they complete the relevant Professional Education units. School experience has been given the following administrative numbers: Year 1 - 4011; Year 2 - 4012; Year 3 - 4013; Year 4 - 4014. Students should use these numbers when making their initial application, or when re-enrolling. (See page 4).

General Education studies are intended to give students deeper understanding of the subjects which they have chosen to teach in schools, e.g. mathematics, science, English, creative arts. Diploma of Teaching students must also complete four Foundation Studies units directly related to the subjects presently taught in primary school. See units listed on pages 46-52.

The Graduate Diploma in Education contains only Professional Education studies and School Experience.

For details of School Librarianship courses, see page 52.

For details of Graduate Diploma in Educational Administration, see page 51.
DIPLOMA OF TEACHING

The Diploma of Teaching is a three year full time course providing a basic preparation for primary teaching. Ten General Education units will be chosen from: English, Mathematics, Politics, Psychology, Science, Sociology, Visual Arts or other subjects approved for degree purposes. Four Foundation Studies units, eight Professional Education units and a minimum of 100 days supervised school experience are required in addition to the General Education units.

The eight Professional Education units must be completed in sequence together with Foundation Studies units. A full-time student is required to complete:

First Year
4111 Basic Issues
4112 Child Growth and Development
4131 Foundation Studies : Mathematics
4132 Foundation Studies : Language and Communication
4011 20 days of School Experience
Four General Education Studies Units

Second Year
4211 Development and Learning
4370 Curriculum Studies - Language Arts - Primary
4133 Foundation Studies : Creative Arts
4134 Foundation Studies : Science
4012 35 days of School Experience
Four General Education Studies Units

Third Year
4320 Curriculum Studies - Social Environm ent - Primary
4340 Curriculum Studies - Creative Arts - Primary
4350 Curriculum Studies - Mathematics - Primary
4360 Curriculum Studies - Physical Environment - Primary
4013 45 days of School Experience
Two General Education Studies Units

Details of Professional Education units and Foundation Studies units appear on page 46.

The ten General Education units must include at least two and not more than four separate subject areas. These units must include a major of six units from one of the subject areas such as English, Mathematics, Psychology, Science, Sociology and Visual Arts.

Upon completion of the Diploma of Teaching, and normally after some teaching experience, students may take fourth year studies leading to the Bachelor of Education by studying two General Education units which will build previous studies into a major or sub-major, and six Professional Education units to be chosen from:

4423 Sociological Foundations of Education
4424 Philosophical Foundations of Education
4425 Classroom Analysis
4426 Curriculum Development and Evaluation
4427 Curriculum Studies
4428 Curriculum Studies
4433 School Experience
4434 School Experience

BACHELOR OF EDUCATION (Secondary Programme)

The pre-service Bachelor of Education (Secondary programme) is a four year concurrent course for the preparation of secondary teachers in Mathematics, Physical Sciences and Humanities. The Bachelor of Education (Secondary programme) consists of thirty units, eight of which are selected from Professional Education units and twenty-two from General Education units approved for degree purposes. A minimum of 100 days supervised school experience is also required.

The eight Professional Education units must be studied in sequence. A full time student is required to complete:

First Year
4112 Child Growth and Development
4011 School Experience
Seven General Studies Units

Second Year
4211 Development and Learning
4212 Language and Communication
4012 School Experience
Six General Education Studies Units

Third Year
Two Curriculum Studies units
4013 School Experience
Four General Education Studies Units

Fourth Year
4423 Sociological Foundations of Education
4424 Philosophical Foundations of Education
4426 Curriculum Development and Evaluation
4014 School Experience
Five General Education Studies Units

The selection of twenty-two General Education units must include at least two and not more than five separate subject areas. Students must complete two majors or one major and two sub-majors.

Teachers who wish to up-grade their qualifications to a Bachelor of Education will be given credits and exemptions for study completed successfully at a recognised tertiary institution.

GRADUATE DIPLOMA IN EDUCATION (Secondary)

The Graduate Diploma in Education is a one year pre-service course for applicants with an approved degree or three year diploma from a recognised tertiary institution.

The Graduate Diploma in Education consists of eight Professional Education units. The two School Experience units include a minimum of 45 days supervised school experience.
GRADUATE DIPLOMA IN EDUCATION

Professional Education Units Semester Offered
4111 Basic Issues 1
4112 Child Growth and Development 2
4211 Development and Learning 1
4212 Language and Communication 2

Two Curriculum Studies units:
(Two single areas or one double area)
4213 School Experience Full Year
4214 School Experience 2

Upon completion of the Graduate Diploma in Education or its equivalent, and normally after some teaching experience, students may undertake additional studies leading to the Bachelor of Education by completing the eight Professional Education units listed below.

BACHELOR OF EDUCATION (Secondary programme) - Upgrading from Graduate Diploma in Education

4423 Sociological Foundations of Education 2 only
4424 Philosophical Foundations of Education 2 only
4425 Classroom Analysis Full Year
4426 Curriculum Development and Evaluation Full Year
4427 Curriculum Studies Flexible
4428 Curriculum Studies Scheduling
4433 School Experience 1 only
4434 School Experience 2 only

GRADUATE DIPLOMA IN EDUCATIONAL ADMINISTRATION (External Mode only)

Course Co-ordinator: Mr R. McCulloch

PART-TIME - 2 years - External Studies only

GENERAL

The Graduate Diploma in Educational Administration offers, by external study, the accredited Bendigo College of Advanced Education course in Educational Administration for teachers in primary, secondary, and secondary-technical schools, as well as for non-teachers involved in educational administration. It is available only in the external mode.

The teaching programme will draw on the common elements of administration in business and public areas as well as the more specific field of educational administration. Lecturers from the Schools of Business and Education at G.I.A.E. and Bendigo C.A.E. as well as visiting lecturers and administrators will contribute to the teaching programme.

ENTRY REQUIREMENTS

Applicants will normally hold a three-year teaching qualification or an approved equivalent, and have at least five years' teaching experience.

Other applicants will be considered if they supply details of academic qualifications, work experience, and interest in this course.

STRUCTURE AND SUBJECTS

The course is divided into two equal parts: years 1 and 2; with five units in each year.

Year 1

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>4411</td>
<td>The Administrative Process 1</td>
<td>1</td>
</tr>
<tr>
<td>4412</td>
<td>Social Policy and Education 1</td>
<td>1</td>
</tr>
<tr>
<td>4422</td>
<td>The Administrative Process II</td>
<td>2</td>
</tr>
<tr>
<td>4423</td>
<td>The Administrator in the School Community</td>
<td>2</td>
</tr>
<tr>
<td>4424</td>
<td>Curriculum Development</td>
<td>Full Year</td>
</tr>
</tbody>
</table>

Year 2

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>4445</td>
<td>Human Relations in Educational Administration (not offered in 1982)</td>
<td>1</td>
</tr>
<tr>
<td>4446</td>
<td>Organisational Theory and Educational Organisations</td>
<td>1</td>
</tr>
<tr>
<td>4447</td>
<td>Educational Resource Budgeting and Planning (not offered in 1982)</td>
<td>2</td>
</tr>
<tr>
<td>4448</td>
<td>Organisational Evaluation</td>
<td>2</td>
</tr>
<tr>
<td>4449</td>
<td>Contemporary Issues and Future Trends in Educational Administration (not offered in 1982)</td>
<td>Full Year</td>
</tr>
</tbody>
</table>

In 1982 all first year units will be offered for new students. For students first enrolled in 1983, two second year units 4446 and 4448, as well as the remaining first year units, 4440 and 4442, will be available.

In 1983 the remaining second year units will be offered.

Students will be required to attend some Weekend and Vacation School sessions for particular units as well as the initial session indicated under unit outlines.

DESCRIPTION OF EDUCATION UNITS

DEFINITIONS:

CORE: General Curriculum, irrespective of teaching level or subject area;

CONTACT TIME: Timetabled lecture, tutorial and workshop time, seminars;

Course Adviser: Staff member in the School of Education who is adviser to students wishing to enrol in a particular programme;

EXTERNAL: Mode of study, largely off-campus - see note below;

SEMESTER: Academic unit of time - approximately fifteen weeks of teaching;

UNIT ADVISER: A staff member who is responsible to teach a unit;

UNIT: A segment of the programme involving both contact time and study time. Eight units normally constitute a full year of study.
NOTE - EXTERNAL STUDIES:
For all subjects offered externally, study guides and readings will be provided as appropriate.

FOUNDATION STUDIES UNITS:

4131 FOUNDATION STUDIES: MATHEMATICS
Unit Advisers: Dr G.W. Detrick, Dr A.J. Rahilly, Dr P.R. Rayment
Availability: First Semester
Class Contact: External: Lectures and Workshop at each Weekend and Vacation School.
Internal: One hour lecture, one hour tutorial and two hour workshop per week.
Unit Outline: The objectives of the unit are:
- To develop students' competence in the central topics of the primary school mathematics curriculum;
- To lay a foundation for later work in curriculum studies by discussing, when appropriate, methods of presentation of material;
- To present mathematics as an on-going process of problem solving;
- To ask some general questions about the nature of mathematics and its role in the broader social and historical context.

Students will be introduced, through individual small group activities, to a number of central topics, including number systems, numeration systems, fundamental number operations, functions and graphs, informal geometry, topology, measurement and S.I. units. Attendance will be required at weekend and vacation schools for external students.

Teaching Methods: Lectures, tutorials and workshops.
Assessment: Four assignments, one on each module, plus class tests (internals) or final examination (externals).

4132 FOUNDATION STUDIES: LANGUAGE AND COMMUNICATION
Unit Advisers: Mr L.G. Gordon, Mr J.C.P. Edwards, Mrs B.E. Overbury, Dr T. Sullivan.
Availability: Second Semester
Class Contact: External: Two hour lecture/workshop and two hour tutorial at each weekend and vacation school.
Internal: Two hour lecture and two hour tutorial/workshop per week.
Unit Outline: This unit investigates issues relating to communication in general and in particular to the processes by which language, broadly defined, acts to form a complex system of communication. Language in the classroom, and specific aspects of language, especially reading, will be treated. Consideration will be given to some of the conceptual approaches to language in communication and language across the curriculum. Students will be given the opportunity to explore some areas of interest in depth.

Teaching Methods: Lectures, seminars, workshops, reports, individual study.
Assessment: Reports on investigations and tasks, and assignments.

4133 FOUNDATION STUDIES: CREATIVE ARTS
Unit Adviser: Ms J.A. Hoff
Availability: First Semester
Class Contact: External: Not offered externally
Internal: Two, two hour workshops per week
Unit Outline: This unit aims at developing competencies in a number of the creative arts areas including art, craft, music and movement studies. Particular areas of study and specialization will be negotiated according to the needs, interests and entering competencies of individual students.

Teaching Methods: Workshop or tutorial sessions. Students will be expected to spend time out of class working on individual creative projects.
Assessment: Participation and production of a series of art works and/or performances. As part of the final assessment procedure for this unit, students will be encouraged to mount an informal exhibition of their works.

4134 FOUNDATIONS STUDIES: SCIENCE
Unit Adviser: Mr S.G. Abbott, Dr G.W. Detrick
Availability: Second Semester
Class Contact: External: Not offered externally in 1982.
Internal: Two, five hours lecture/laboratory per week.
Unit Outline: The programme aims to meet the needs of non-science students, especially the prospective primary school teacher, for a science programme in which the student structures his own knowledge and understanding of science through a sequence of experiences designed to give a personal involvement in scientific activities.

Teaching Methods: School based with library, laboratory and field work where appropriate.
Assessment: Oral and written seminar reports, evidence of successful participation in laboratory activities.

PROFESSIONAL EDUCATION UNITS:

4111 BASIC ISSUES
Unit Adviser: Dr T. Sullivan
Corequisite: Education units 4011 or 4213 or approval by unit adviser.
Availability: First Semester
4111 BASIC ISSUES cont.

Class contact: External: Four hours each weekend and vacation school
               Internal: Four hours attendance each week

Unit Outline:  - To explore educational trends and issues from Historical, Philosophical and Sociological perspectives;
               - To investigate selective issues relevant to current educational practice in Australia;
               - To provide structural learning tasks in a School and community setting.

Teaching Methods: Lectures, discussion, workshops, field work activities, guest speakers.

Assessment: Participation in classroom discussion, two 'thought' papers on selected issues, individual study of an issue agreed upon by student and instructor, assigned tasks related to school or community based activities.

4112 CHILD GROWTH AND DEVELOPMENT

Unit Adviser: Dr E. Ruymaker

Corequisite: Education unit 4011 or 4214 or approval by unit adviser

Availability: Second Semester

Class Contact: External: Two hour lecture, three hour tutorial, at each weekend and vacation school. Assignment option for those unable to attend.
               Internal: Two hour lecture, two hour workshop/tutorial session

Unit Outline: The objectives of this unit are:
               - To identify and apply three theories of development in a classroom setting;
               - To apply, compare and evaluate the diverse theories of cognitive development, particularly with regard to language and perceptual development;
               - To analyse the socialising roles of significant stages in the child's development and the implications of the socialisation process, particularly with regard to self concept, sex roles, anxiety, children's play and moral development.

Teaching Methods: Lectures, large and small group work, media resources, workshop activities, field work activities, guest speakers.

Assessment: Participation in class discussion and activities. A case study of a child; small group tutorial project; three critical reaction papers; three short answer tests.

4211 DEVELOPMENT AND LEARNING

Unit Adviser: Dr E. Ruymaker

Corequisite: Education unit 4011 or 4213 or approval by Unit Adviser

Availability: First Semester

Class Contact: External: Two hour lecture, three hour tutorial at each weekend and Vacation School. Assignment option for those unable to attend.
               Internal: Two hour lecture, two hour workshop/tutorial session

Unit Outline: Through oral and written discussion and in classroom practice, students will demonstrate that they are able:
               - To apply behavioural and cognitive teaching strategies in a classroom situation;
               - To design, implement and evaluate an instructional programme which incorporates and integrates a variety of learning tasks and teaching methods and provides for individual differences;
               - To identify interpersonal, social and physical dimensions of classroom management;
               - To use appropriate psychological data as bases for educational decision making.

Teaching Methods: Lectures, group discussion, guest speakers, media resources, workshop activities, field work activities.

Assessment: Participation in class discussion and activities. An individual project designed, implemented and evaluated by the student; a group tutorial project; three critical reaction papers on specific areas of interest; three short answer tests.

4212 LANGUAGE AND COMMUNICATION

Unit Advisers: Mr L.G. Gordon, Dr T. Sullivan, Mrs B.E. Overbury, Mr J.C.P. Edwards.

Prerequisites: First Year Education units

Corequisite: 4112 (for Bachelor of Education (Secondary)).

Availability: Second Semester

Class contact: External: Two hour lecture/workshop and two hour tutorial at each weekend and vacation school.
               Internal: Two hour lecture and two hour tutorial/workshop per week

Unit Outline: This unit investigates issues relating to communication in general and in particular, the processes by which language, broadly defined, acts to form a complex system of communication. Language in the classroom, and specific aspects of language, especially the reading process and reading in the content areas, will be treated. Consideration will be given to some of the conceptual approaches to language in communication and language across the curriculum. Students will be given the opportunity to explore some areas of interest in depth.
4212 LANGUAGE AND COMMUNICATION Cont.

Teaching Methods: Lectures, seminars, workshops, individualised and group reports, individual study.

Assessment: Reports on investigations and tasks, and assignments.

4213/4214 SCHOOL EXPERIENCE (Graduate Diploma in Education and Bachelor of Education (School Librarianship) programme)

Unit Advisers: Mr H.J. Pearson and Mrs V.L. Clarke

Prerequisite: External: Education 4111, 4112, 4211 and 4212
Internal: Nil

Corequisite: External: Curriculum Studies
Internal: Semester One: Education 4111, 4211 and Curriculum Studies
Semester Two: Education 4112, 4212 and Curriculum Studies

Availability: First Semester: 4213
Second Semester: 4214

Class Contact: External: Two hours weekend schools and four hours vacation schools - optional attendance
Internal: Four hours per week

Unit Outline: Units 4213 and 4214 will develop further the responsibility for teaching. Opportunities will include observation of teaching and learning; microteaching; use of audio-visual aids; case studies; and lesson planning. Students will be required to undertake twenty-five days of supervised teaching for each unit.

Teaching Methods: Lectures, workshops, micro-teaching, teaching rounds.

Assessment: Written reports completed by supervising teachers in schools, and by visiting staff from the School of Education.

4370 CURRICULUM STUDIES : LANGUAGE ARTS - PRIMARY

Unit Advisers: Mrs B.E. Overbury, Dr T. Sullivan

Unit Outline: This unit investigates language curriculum in primary schools. The teaching of reading and of oral and written expression, listening skills and creative expression through means including mime, puppetry, drama and dance are important themes. Children's literature, including its place and use in reading, written and oral expression, story telling and language development as part of the total curriculum will receive emphasis. Evaluation, diagnosis and prognosis as components of teaching language will be treated. School experience is an integral part of the unit.

4320 to 4372 (THIRD YEAR) CURRICULUM STUDIES

Co-ordinator: Dr G.W. Dettrick

Curriculum Studies is undertaken by Diploma of Teaching students (third year), except 4370: Language Arts/Primary Second Year, Bachelor of Education (secondary), third year and Graduate Diploma in Education students.

The aim of Curriculum Studies is to produce vocationally and professionally oriented teachers who approach teaching with confidence and competence. The course will deal with an awareness of community, professional and student expectations in relation to processes; resources and their application to teaching and learning; stating educational objectives; teaching strategies including assessment and evaluation; classroom organisation; research findings in education; attitudes and values.

Curriculum Studies consists of three major components:

Core Curriculum

All students follow the Core programme which deals with Curriculum, irrespective of teaching level or subject area. Activities include lectures, seminars, films, discussions and projects. Attendance at Core Curriculum sessions is highly recommended for internal and external students.

Workshop Areas and Workshop Options (according to teaching area).

Workshops deal with the teaching of specific subject areas. Workshops have an attendance requirement of 80%. Examples of Workshop Options are:

- review of selected readings;
- review of curriculum materials;
- attendance at in-service activities;
- preparation of teaching materials;
- teaching activities in schools.

All Workshop Options will be carefully negotiated with the Unit Adviser for that particular subject area.

DESCRIPTION OF CORE AND WORKSHOPS INCLUDING WORKSHOP OPTIONS FOR BOTH PRIMARY AND SECONDARY UNITS:

Availability: Full Year - enrolments will be accepted only in First Semester

Class Contact: External: Core, a total of twenty-four hours of lectures at weekend and vacation schools. Workshops, three hours per unit at each weekend school and eight hours per unit at each vacation school.

Internal: Core, three hours per week. Workshops, two hours per unit per week.

Teaching Methods: Lectures, tutorials, workshops, and field experience.

Assessment: Core will be assessed by completion of four projects and a written examination at the end of each semester. Workshops are assessed on the basis of participation in Workshop activities and the satisfactory completion of tasks.

DESCRIPTION OF PRIMARY TEACHING AREAS

Diploma of Teaching students take the following Workshops:

4350 MATHEMATICS Dr G.W. Dettrick
4340 CREATIVE ARTS Ms J.A. Hoff
4360 PHYSICAL ENVIRONMENT Dr G.W. Dettrick
4320 SOCIAL ENVIRONMENT Mr H.J. Pearson
In 1982 all Diploma of Teaching curriculum units will be offered for internal study. For external study they are offered on an alternating basis, viz:

1982  4350 Mathematics
      4340 Creative Arts

1983  4360 Physical Environment
      4320 Social Environment

4320 CURRICULUM STUDIES: SOCIAL ENVIRONMENT - PRIMARY
Unit Adviser: Mr H.J. Pearson

Unit Outline: This unit familiarizes students with current approaches to, and research about, social education programmes. Students will be introduced to curricula being used in primary schools. The unit provides opportunities for students to experience some of the strategies and techniques appropriate for classroom use.

4340 CURRICULUM STUDIES: CREATIVE ARTS - PRIMARY
Unit Adviser: Ms J.A. Hoff

Unit Outline: Emphasis is on the methodology of teaching creative arts and the encouragement of creativity, self-confidence, skill development and general personal development of children.

4350 CURRICULUM STUDIES: MATHEMATICS - PRIMARY
Unit Adviser: Dr G.W. Detrick

Unit Outline: This unit considers the rationale, methodology, materials and techniques for the teaching of mathematics in primary schools. Research, curriculum developments, resources, testing and practical work are treated in detail.

4360 CURRICULUM STUDIES: PHYSICAL ENVIRONMENT - PRIMARY
Unit Adviser: Dr G.W. Detrick

Unit Outline: This unit considers the rationale, methodology, materials and techniques for the teaching of science in primary schools. Research, curriculum developments, resources, testing and practical work are treated in detail.

DESCRIPTION OF SECONDARY TEACHING AREAS

Bachelor of Education (Secondary) or Graduate Diploma in Education (secondary) students must select two single workshop areas or a double workshop area according to intended teaching subject.

For example: A student intending to teach language arts and social sciences will choose two single workshop areas - 4371: Language Arts and 4321: Social Science.

A student intending to teach only language arts will select one double workshop area - 4371 and 4372: Language Arts.

Prerequisites: A major and a sub-major in two relevant academic fields are the minimum pre-requisites to enrolment in two teaching subject areas.

Choices offered are:

4321 Social Science (single area)  Mrs V.L. Clarke
4321 & 4322 Social Science (double area)  Mr J. Benson
4331 Business Studies (single area)  Mrs J.A. Hoff
4331 & 4332 Business Studies (double area)  Ms G.W. Detrick
4341 Creative Arts (single area)  Mr R.M.H. Hind
4341 & 4342 Creative Arts (double area)  Mr J.C.P. Edwards
4351 Mathematics (single area)  
4351 & 4352 Mathematics (double area)  
4361 Science (single area)  
4361 & 4362 Science (double area)  
4371 Language Arts (single area)  
4371 & 4372 Language Arts (double area)  

4321/22 CURRICULUM STUDIES: SOCIAL SCIENCE - SECONDARY
Unit Adviser: Mrs V.L. Clarke

Unit Outline: This area is concerned with examining ways in which teachers may contribute to the education of children's understanding of their environment. Psychological and philosophical bases will be established as guidelines for teaching social sciences. Recent trends in teaching about society are considered. Considerable stress is placed upon practical investigation and workshop activities.

4331/32 CURRICULUM STUDIES: BUSINESS STUDIES - SECONDARY
Unit Adviser: Mr J. Benson

Unit Outline: Business Studies provides an applied bias to the development of secondary curriculum units of study, techniques, aids, evaluation, consumer education and where possible, job experience. The place of business studies in the secondary curriculum and approaches to teaching strategies, techniques, materials, assessment and the development of units of study and teaching aids are examined.

4341/42 CURRICULUM STUDIES: CREATIVE ARTS - SECONDARY
Unit Adviser: Ms J.A. Hoff

Unit Outline: Teaching in the area of creative arts is examined from a theoretical and practical frame of reference. Emphasis is on the methodology of teaching creative arts and the encouragement of creativity, self confidence, skill development and general personal development in the teaching of children. Seminars and workshop activities form a major part of the course.

4351/52 CURRICULUM STUDIES: MATHEMATICS - SECONDARY
Unit Adviser: Dr G.W. Detrick

Unit Outline: This unit deals with the role of mathematics in the curriculum, and psychological and philosophical bases for mathematics teaching. Definite techniques for teaching a range of mathematical topics are examined to equip the student with a framework for the
4424 PHILOSOPHICAL FOUNDATIONS OF EDUCATION

Unit Advisor: Mr J.C.P. Edwards
Prerequisite: Third year Education units
Availability: Second Semester
Class Contact: External: Twenty-six hours at weekend and vacation schools (highly recommended).
Internal: Four hours per week

Unit Outline: This unit will introduce students to the practice of philosophical thinking in so far as this:
- sheds light on current problems in the philosophy of education and;
- demonstrates the importance of philosophical analysis to decision making about education in general and schools in particular.

Teaching Methods: Study guide material, selected readings and self-evaluation exercises and tutorial/seminar sessions designed to give students practice in philosophical thinking on educational issues.

Assessment: Three essays, one School Experience based project.

4425 CLASSROOM ANALYSIS

Unit Advisor: Mr R.M.H. Hind
Prerequisite: Third year Education units
Availability: Full year
Class Contact: External: Twenty-four hours at weekend and vacation schools (highly recommended).
Internal: Two hours per week

Unit Outline: This unit concentrates upon a detailed study of classroom analysis as this relates to the practice of teaching and learning. It aims to give students an understanding of the need for (usefulness of) classroom analysis, a knowledge of variety of methods and competence in the use of one method. Students will carry out a small scale classroom research project.

Teaching Methods: Lectures, seminars, workshops, independent study.

Assessment: Two assignments, report on practical project.

4426 CURRICULUM DEVELOPMENT AND EVALUATION

Unit Advisor: Mr R.M.H. Hind
Prerequisite: Third year Education units.
Availability: Full Year
Class Contact: External: Twenty-four hours at weekend and vacation schools (highly recommended).
Internal: Two hours per week.
Units:

**Unit Outline:** This unit aims to develop an understanding of the need for systematic development and evaluation of the curriculum and a sound knowledge of the process of curriculum development and evaluation. Students will carry out a small scale curriculum development and evaluation project.

**Teaching Methods:** Lectures, seminars, workshops, independent study.

**Assessment:** Two assignments, report on practical project.

4427/4428 **FOURTH YEAR CURRICULUM STUDIES**

**Unit Adviser:** Dr G.W. Dettrick, Mr R.M.R. Hind, Mrs V.L. Clarke, Mr J.C.P. Edwards

**Prerequisite:** Diploma of Teaching (Primary) or Graduate Diploma in Education (Secondary) or qualifications deemed equivalent.

**Availability:** Full Year

**Class Contact:** External: Seminars at weekend and vacation schools arranged according to students' choice of programme.

**Unit Outline:** Programmes will be designed for the study of changing and contemporary curricula and are particularly suited to qualified teachers upgrading their knowledge and qualifications. Examples of the programme are:

- Theory of Curriculum
- Alternatives in Education
- Reading and the Subject Teacher
- Computing for Teachers
- Self Instruction Programmes
- Educational Measurement
- School Library and Resources in Teaching
- Children's Literature

**Teaching Methods:** Lectures, tutorials, workshops, independent study.

**Assessment:** By assignment. Details vary according to programmes selected.

4433/4434 **FOURTH YEAR SCHOOL EXPERIENCE**

**Unit Adviser:** Mr L.J. Cartledge

**Prerequisite:** Diploma of Teaching (Primary) or Graduate Diploma in Education (Secondary) or qualifications deemed equivalent.

**Availability:** 4433: First Semester
4434: Second Semester

**Class Contact:** External: Two hours at each weekend school and four hours at each vacation school.

**Unit Outline:** For each unit and while undertaking twenty-five (25) days of School Experience, students will:

- plan educational objectives
- teach pupils according to the planned objectives
- measure pupil learning
- evaluate the teaching programme

**Teaching Methods:** Individual guidance at weekend and vacation schools.

**Assessment:** Essay/Report: initial statement of school experience; final statement of school experience.

**DESCRIPTION OF GRADUATE DIPLOMA IN EDUCATIONAL ADMINISTRATION UNITS**

4440 **THE ADMINISTRATIVE PROCESS 1**

**Unit Adviser:** Mr J. Etheredge

**Availability:** First Semester

**Class Contact:** External: February Weekend School

**Unit Outline:** This unit includes a general introduction to modern management and studies the development of administrative theory from both an historical and a functional viewpoint. The administrative functions of organizing, planning, staffing, control, decision-making and innovation are explored.

**Teaching Methods:** Case study approach as a means of illustrating practical, administrative and organizational problems and solutions.

4441 **SOCIAL POLICY AND EDUCATION**

**Unit Adviser:** Mr A. Potts

**Availability:** First Semester

**Class Contact:** External: Attendance required at March weekend school to discuss and present case studies.

**Unit Outline:** Analyses the social and political context within which educational administrators are called upon to perform their role.

**Teaching Methods:** Seminars/discussions; case studies; individual and group contact with lecturer.

4442 **THE ADMINISTRATIVE PROCESS 11**

**Unit Adviser:** Mr J. Benson

**Prerequisite:** 4440: The Administrative Process 1

**Availability:** Second Semester

**Class Contact:** External: July weekend school

**Unit Outline:** Studies the behaviour of individuals and groups within organizational settings.

**Teaching Methods:** Small group exercises used to give students practical experience in various areas.
THE ADMINISTRATOR IN THE SCHOOL COMMUNITY

4443
Unit Adviser: Mr J. Brasier
Duration: One Semester
Availability: Second Semester
Class Contact: External: July Weekend School
Unit Outline: Examines the role of the school in its community, the community power structure and the relationship between the school and its community.
Teaching Methods: To be advised.

4444 CURRICULUM DEVELOPMENT
Unit Adviser: Mr R.M.H. Hind
Availability: Full Year
Class Contact: External: A total of twelve hours at weekend and vacation schools (attendance is recommended).
Unit Outline: The course will emphasise the process of curriculum development and evaluation in the school with discussion of decision making and the administrator's role. Students will carry out an curriculum development and evaluation project.
Teaching Methods: Lectures, seminars, independent study.
Assessment: Two assignments; report on project.

4446 ORGANISATIONAL THEORY AND EDUCATIONAL ORGANISATIONS
Unit Adviser: Mr J. Brasier
Duration: One Semester
Availability: First Semester
Class Contact: External: March weekend school
Unit Outline: This unit deals with the school as a social system and an organisation. Examines and evaluates various forms of organisation for learning within the school.
Teaching Methods: To be advised.

4448 ORGANISATIONAL EVALUATION
Unit Adviser: Mr A. Maltby
Availability: Second Semester
Class Contact: External: July weekend school
Unit Outline: Deals with the formulation of policy and objectives and the evaluation of the performance and climate of educational institutions.
Teaching Methods: To be advised.

SCHOOL LIBRARIANSHIP

COURSES: TEACHER LIBRARIANS AND CLASSROOM TEACHERS

Two courses in School Librarianship are offered by the School of Education, the Associate Diploma in School Librarianship and the Bachelor of Education (School Librarianship Programme). Details appear below.

Teacher Librarians:
Both courses are offered primarily to enable qualified teachers to gain the qualifications needed to work in school libraries and they are essentially up-grading courses for qualified and experienced teachers and for others not qualified as teachers but who have other qualifications or experience deemed suitable.

Classroom Teachers:
The courses are also open to classroom teachers wishing to up-grade qualifications or to gain additional qualifications.

ASSOCIATE DIPLOMA IN SCHOOL LIBRARIANSHIP

Teachers holding at least a two year teaching qualification are eligible for admission. The Associate Diploma in School Librarianship, which is a course of sixteen semester units, requires two years full time study or the part time equivalent. The course consists of eight units in School Librarianship plus a compulsory Practicum of twenty days supervised practical experience in a school library and twenty days approved special fieldwork. The non-librarianship component consists of eight units in General Studies from degree courses in Education, Social Sciences, Humanities or Applied Science. These eight units must be selected from at least two subject areas.

BACHELOR OF EDUCATION (SCHOOL LIBRARIANSHIP PROGRAMME)

The Bachelor of Education (School Librarianship programme) caters for two major categories of students. The former are applicants without teaching qualifications but deemed to have suitable experience in school libraries, and the latter are qualified and preferably experienced teachers wishing to become teacher librarians: or classroom teachers wishing to up-grade or to gain a further qualification which will contribute to their teaching and, at the same time, their own professional development.

The course consists of twelve units selected from Professional Education units, twelve from approved General Education degree units in the Social Sciences, Humanities or Applied Science approved by the Dean; and eight School Librarianship units, plus a compulsory Practicum of twenty days supervised practical experience in a school library and twenty days approved special fieldwork.

GUIDELINES FOR COURSE PLANNING

School Librarianship Units:

Students should give consideration to a balanced study programme. It is advisable to plan a course pattern which will allow for first level units in Librarianship (i.e. those in the 41L series) to be taken before proceeding on to second level units (i.e. those in the 42L series).
The following inter-relationships should be considered when planning courses:

Units 4121: Children's Literature and 4123: The School Library Resource Centre should be taken before unit 4226: Collection Building.

Unit 4124: Bibliographic Organisation of Library Materials; 1 is a prerequisite for Unit 4225 Bibliographic Organisation of Library Materials; 2.

Unit 4227: Library Resource Centre Reference Services and Activities and Unit 4228: Organisation and Administration of the Library Resource Centre are second level units and should be taken towards the end of School Librarianship courses.

Unit 4001: School Librarianship Practicum should be taken towards the end of the courses and, preferably, not before the second year.

Concurrent Study of School Librarianship and Other Required Units:

Those students requiring other Professional or General Education units to complete their courses should take these units concurrently with School Librarianship units.

Course Advisers for School Librarianship:

Associate Diploma in School Librarianship: Miss K.E. Frost
Bachelor of Education (School Librarianship programme) Mr L.G. Gordon

Prospective students should make an appointment with either one of the Course Advisers, before applying for a place in either course. All new students should plan a total course outline during the first semester of enrolment and discuss this outline with the relevant Course Adviser.

External Teaching:

School Librarianship courses are offered externally to meet the needs of students, most of whom are already employed. During the year, additional times may be programmed for visiting lecturers at weekend and vacation schools.

4121  CHILDREN'S LITERATURE

Unit Adviser: Miss K.E. Frost
Availability: First Semester
Class Contact: External: Two hours at February and March weekend schools; seminar papers at May vacation school (1 day).
Unit Outline: From a base of wide reading of children's and teenage imaginative literature combined with a reading of critical and specialist writing on children's books, it is expected that students will develop:
- evaluation criteria and knowledge of selection sources;
- understanding of the place and influence of children's literature and of the transmission from oral to written form;
- close knowledge of twenty books for a wide age range and methods of reading promotion;
- in-depth knowledge of a selected area of children's literature.
Teaching Methods: Lectures, tutorials for groups and individuals, study guides and readings, individual reading programmes, seminar paper presentation and visiting experts at weekend schools.

Assessment: Two assignments; seminar paper - oral presentation and discussion (1 hour) or written papers (1000 - 2000 words); critique of twenty titles.

4122  THE GROWTH OF LIBRARY SERVICES

Unit Adviser: Mr H.M. Yee
Availability: Second Semester
Class Contact: External: Two hours at July weekend school and two, two hour sessions at September vacation school.
Unit Outline: Through wide reading, lectures and sessions with visiting experts, supported by field work and individual investigation, students are expected to develop:
- understanding of the library in relation to the needs of society;
- historical perspectives on the development of library services, with particular reference to the western world;
- knowledge of the development of children's and school libraries;
- understanding of the co-operative nature of library services with a comparative basis;
- knowledge of the place and importance of local, regional, national and international co-operation;
- understanding of the role of professional associations and organisations in library development.
Teaching Methods: Study guides and reading extracts, lectures and visiting experts at weekend and vacation schools, workshops, fieldwork investigation, discussions, individual and group tutoring.
Assessment: Three X 1500 word essays; attendance at July weekend school or alternative assignment of 1500 words; attendance at September vacation school; workshop or alternative assignment of 1500 words.

4123  THE SCHOOL LIBRARY RESOURCE CENTRE

Unit Adviser: Mr L.G. Gordon
Availability: First Semester
Class Contact: External: Two, two hour sessions at February and March weekend schools and four to six hours at May vacation school.
Unit Outline: Students will explore:
- the developing role of the School Library Resource Centre in the educational community;
- developments in educational technology, educational principles and theory, teaching and organisational patterns and strategies and curriculum development and their implications for the School Library Resource Centre and the teacher-librarian;
- the role of the teacher-librarian in the educational setting.
Teaching Methods: Lectures, discussion groups, study guides and readings.
Assessment: Four assignments, one of which can be satisfied by attendance at all weekend and vacation schools.
4124  BIBLIOGRAPHIC ORGANISATION OF LIBRARY MATERIALS: 1

Unit Adviser:  Mr H.M. Yee
Availability:  First Semester

Class Contact:  
External:  Two hours February weekend school, two hour lecture and two-hour tutorial at March weekend school, two hour lecture and two hour tutorial at April weekend school and two-hour tutorials at May vacation school.

Unit Outline:  The objectives of the unit are:
To understand the principles underlying various methods of indexing of information. To apply these principles in descriptive cataloguing, subject cataloguing and subject indexing through practical examples involving both book and non-book materials.

Teaching Methods:  Lectures, tutorials, seminar and workshop activities and practical exercises.

Assessment:  Based on attendance and participation in lectures, tutorials and practical sessions. Students are required to complete three assignments and a practical assignment. All sections must be passed.

4225  BIBLIOGRAPHIC ORGANISATION OF LIBRARY MATERIALS: 2

Unit Adviser:  Mr H. Singh
Prerequisite:  School Librarianship 4124
Availability:  Second Semester

Class Contact:  Two hour lecture and two hour tutorial at July weekend school, four hour lecture and four hour tutorial at September vacation school, two hour lecture and two hour tutorial at October weekend school.

Unit Outline:  The objectives of the unit are:
- to understand the principles underlying various methods of indexing of information;
- to apply these principles and techniques in the analysis of problems in bibliographic control and organisation of library materials;
- to study the applications of computers in cataloguing and classification.

Teaching Methods:  Lectures, tutorials, seminar and workshop activities, practical exercises.

Assessment:  Based on attendance and participation in lectures, tutorials and practical sessions. Students are required to complete three assignments, an essay and practical assignment. All sections must be passed.

4226  COLLECTION BUILDING

Unit Adviser:  Mr L.G. Gordon
Availability:  Second Semester

Unit Outline:  
To develop an understanding of:
- management principles and their applications to the working situation;
- the theory and practice of problem solving and decision making;
- the formulation of policy and procedures and the rationale and standards on which they are based;
- the use, preparation and presentation of formal reports.
Teaching Methods: Study guides, individual reading programmes; architect's brief, case study, preparation and production of a policy and procedure manual, objective test, visiting experts on management functions at July weekend school and August vacation school, individual and small group tutoring.


4001 SCHOOL LIBRARIANSHIP PRACTICUM (Compulsory)

Unit Advisers: Ms P. Patten, Mr H. Singh

Availability: Full Year

Class Contact: External: One hour February weekend school and by individual consultation by arrangement.

Unit Outline: The objectives of the unit are:
Formal School Experience: To apply theory and co-ordinate experience with the guidance of a qualified practitioner.
To develop understandings of the role and management of the Resource Centre in the School.
Special fieldwork: To understand the place of the school library in overall library development.
To establish contact with other library and education professionals.
To see the need for continuing education and to identify resource persons and institutions.

Teaching Methods: Lectures, tutorials, seminars, individual consultation, practical supervised experience under a qualified and experienced teacher-librarian, school librarianship staff supervision, organised visits, pathfinder exercises, planning fieldwork, analysing individual needs, report writing.

Assessment: Based on supervised formal School Experience; special fieldwork reports. Both sections must be passed.

SCHOOL EXPERIENCE CALENDAR 1982

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<tr>
<td>16 - 22 AUG</td>
<td>5</td>
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<tr>
<td>23 - 29 AUG</td>
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<tr>
<td>30 - 5 SEP</td>
<td>Mid Sem Vac</td>
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<tr>
<td>6 - 12 SEP</td>
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<tr>
<td>13 - 19 SEP</td>
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<tr>
<td>20 - 26 SEP</td>
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<td>27 - 3 OCT</td>
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<td>4 - 10 OCT</td>
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<td>11 - 17 OCT</td>
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<td>18 - 24 OCT</td>
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<td>25 - 31 OCT</td>
<td>13</td>
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<tr>
<td>1 - 7 NOV</td>
<td>14</td>
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<tr>
<td>8 - 14 NOV</td>
<td>STUDY VAC</td>
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<tr>
<td>15 - 21 NOV</td>
<td>SEM 2 Exams</td>
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<td></td>
</tr>
<tr>
<td>22 - 28 NOV</td>
<td>SEM 2 Exams</td>
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<td></td>
</tr>
<tr>
<td>29 - 5 DEC</td>
<td>Marking</td>
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<td>6 - 12 DEC</td>
<td>Marking</td>
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</tr>
<tr>
<td>13 - 19 DEC</td>
<td>BOE/Results</td>
<td></td>
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</tr>
<tr>
<td>20 - 26 DEC</td>
<td>Out</td>
<td></td>
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</tr>
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</table>
Students electing to take this stream will undertake a study programme which covers the essential engineering studies in both fields for the first three years, with the opportunity for limited specialisation in the final year.

The proposed stream in Electrical Engineering has the first two years in common with the Electromechanical stream, but specialises in Electrical Engineering through the remaining two years, with particular attention being given to electronics and computers.

The proposed stream in Mechanical Engineering has the same first year as the other streams, but in the second year differs by one study unit from the other two streams. For the remaining two years the course specialises in mechanical engineering with particular emphasis on thermodynamics and rotating machines.

All three streams have elective components in the final year, thus allowing students to pursue a course of study in line with their particular interests and aspirations.

The introduction of the proposed new streams in the Bachelor of Engineering course requires that students entering third level in 1982 follow the transition programmes outlined below. In 1983 there will be minor changes at second and third level to permit full implementation of the new streams.

**BACHELOR OF ENGINEERING**

**ELECTROMECHANICAL STREAM**

**COURSE OUTLINE**

<table>
<thead>
<tr>
<th>Unit No.</th>
<th>Title</th>
<th>Unit Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>1183</td>
<td>Science - An Interactive Approach</td>
<td>1</td>
</tr>
<tr>
<td>1188</td>
<td>Physical Science</td>
<td>1</td>
</tr>
<tr>
<td>5121</td>
<td>Electrical Systems</td>
<td>1/4</td>
</tr>
<tr>
<td>5122</td>
<td>Electrical Network Analysis</td>
<td>1/4</td>
</tr>
<tr>
<td>5140</td>
<td>Statics</td>
<td>1/4</td>
</tr>
<tr>
<td>5141</td>
<td>Dynamics</td>
<td>1/4</td>
</tr>
<tr>
<td>5180</td>
<td>Drawing and Design</td>
<td>1</td>
</tr>
<tr>
<td>6159</td>
<td>Engineering Calculus</td>
<td>1</td>
</tr>
<tr>
<td>6163</td>
<td>Vectors and Matrices</td>
<td>1/2</td>
</tr>
<tr>
<td>7181</td>
<td>Introduction to Computing</td>
<td>1/2</td>
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<tr>
<td>5153</td>
<td>Workshop Practice</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td><strong>TOTAL</strong></td>
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**LEVEL TWO UNITS**

<table>
<thead>
<tr>
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<th>Title</th>
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</thead>
<tbody>
<tr>
<td>5234</td>
<td>Electrical Machines</td>
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<td>5239</td>
<td>Electronics</td>
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</tr>
<tr>
<td>5232</td>
<td>Circuits and Systems</td>
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<tr>
<td>5224</td>
<td>Computers</td>
<td>1/4</td>
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<tr>
<td>5240</td>
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<td>5245</td>
<td>Thermodynamics</td>
<td>1</td>
</tr>
<tr>
<td>5249</td>
<td>Fluid Mechanics 1</td>
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<tr>
<td>5265</td>
<td>Materials Science</td>
<td>1/4</td>
</tr>
<tr>
<td>5280</td>
<td>Engineering Design</td>
<td>1/4</td>
</tr>
<tr>
<td>6261</td>
<td>Numerical Methods</td>
<td>1/4</td>
</tr>
<tr>
<td>6268</td>
<td>Integral Transforms</td>
<td>1/4</td>
</tr>
<tr>
<td>6170</td>
<td>Probability and Statistics</td>
<td>1/4</td>
</tr>
<tr>
<td></td>
<td><strong>TOTAL</strong></td>
<td><strong>8</strong></td>
</tr>
</tbody>
</table>

**G.I.A.E.** has an agreement with a metropolitan College of Advanced Education whereby students who complete the Diploma of Engineering (Civil) are given entry to the final year of the Bachelor of Engineering (Civil) at that metropolitan C.A.E. and will be able to graduate on successfully completing the extra year of study. They will then be eligible for membership of the Institution of Engineers, Australia.

**BACHELOR OF ENGINEERING**

The Institute is expected to receive approval for the offering of three streams within the Bachelor of Engineering, by adding two further streams to the one at present offered as a multidisciplinary stream in Electromechanical Engineering. When approval is received additional streams in Electrical Engineering and in Mechanical Engineering will be offered, and these are expected to commence in 1982.

The Electromechanical stream is specially structured to provide a broad background in both electrical and mechanical engineering. It is designed to fit the needs of those industrial undertakings which require engineers to engage in activities which cross the traditional boundaries of electrical and mechanical engineering disciplines.
## LEVEL THREE UNITS

<table>
<thead>
<tr>
<th>Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>5321</td>
<td>Electrical Machines 2</td>
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<tr>
<td>5333</td>
<td>Digital Electronics</td>
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<tr>
<td>5337</td>
<td>Control Systems</td>
<td>1/4</td>
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<tr>
<td>5339</td>
<td>Analog Electronics</td>
<td>1/4</td>
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<tr>
<td>5345</td>
<td>Thermodynamics</td>
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</tr>
<tr>
<td>5347</td>
<td>Mechanics of Machines</td>
<td>1/4</td>
</tr>
<tr>
<td>5254</td>
<td>Manufacturing Engineering</td>
<td>1/4</td>
</tr>
<tr>
<td>5363</td>
<td>Materials Science</td>
<td>1/4</td>
</tr>
<tr>
<td>5365</td>
<td>Mechanics of Materials and Structures</td>
<td>1/4</td>
</tr>
<tr>
<td>5249</td>
<td>Fluid Mechanics</td>
<td>1/4</td>
</tr>
<tr>
<td>5380</td>
<td>Engineering Seminar</td>
<td>1/4</td>
</tr>
<tr>
<td>7281</td>
<td>Computer Programming A</td>
<td>1/4</td>
</tr>
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## LEVEL FOUR UNITS

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<td>5472</td>
<td>Engineering Supervision</td>
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<td>Engineering Project</td>
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<tr>
<td>or</td>
<td>Engineering Project</td>
<td>1/3</td>
</tr>
<tr>
<td>5402</td>
<td>Engineering Project</td>
<td>2</td>
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<tr>
<td>or</td>
<td>Engineering Project</td>
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</tr>
<tr>
<td>5403</td>
<td>Four, five or six of Electives from list below</td>
<td>5 ± 1</td>
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<td><strong>TOTAL</strong></td>
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</table>

<table>
<thead>
<tr>
<th>Code</th>
<th>Course Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>5405</td>
<td>Structural Design</td>
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<td>5406</td>
<td>Environmental Engineering</td>
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<tr>
<td>5420</td>
<td>Power Systems</td>
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<td>Power Electronics</td>
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<td>5427</td>
<td>Advanced Control Theory</td>
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<td>Electronic Instrumentation Systems</td>
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<td>5443</td>
<td>Thermodynamics</td>
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<td>5444</td>
<td>Rotodynamic Machines</td>
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<tr>
<td>5445</td>
<td>Fuel and Combustion Technology</td>
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<td>5450</td>
<td>Engineering Design</td>
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<tr>
<td>5454</td>
<td>Project Planning and Cost Control</td>
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<tr>
<td>5464</td>
<td>Engineering Materials</td>
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## ELECTRICAL STREAM

### LEVEL ONE UNITS

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<tbody>
<tr>
<td>1183</td>
<td>Science - An Interactive Approach</td>
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</tr>
<tr>
<td>1188</td>
<td>Physical Science</td>
<td>1</td>
</tr>
<tr>
<td>5121</td>
<td>Electrical Systems</td>
<td>1/4</td>
</tr>
<tr>
<td>5122</td>
<td>Electrical Network Analysis</td>
<td>1/4</td>
</tr>
<tr>
<td>5140</td>
<td>Statics</td>
<td>1/4</td>
</tr>
<tr>
<td>5141</td>
<td>Dynamics</td>
<td>1/4</td>
</tr>
<tr>
<td>5180</td>
<td>Drawing and Design</td>
<td>1</td>
</tr>
<tr>
<td>6169</td>
<td>Engineering Calculus</td>
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<tr>
<td>6164</td>
<td>Vectors and Matrices</td>
<td>1/4</td>
</tr>
<tr>
<td>7181</td>
<td>Introduction to Computing</td>
<td>1/4</td>
</tr>
<tr>
<td>5153</td>
<td>Workshop Practice</td>
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## MECHANICAL STREAM

### LEVEL ONE UNITS

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<tr>
<td>1188</td>
<td>Physical Science</td>
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<tr>
<td>5121</td>
<td>Electrical Systems</td>
<td>1/4</td>
</tr>
<tr>
<td>5122</td>
<td>Electrical Network Analysis</td>
<td>1/4</td>
</tr>
<tr>
<td>5140</td>
<td>Statics</td>
<td>1/4</td>
</tr>
<tr>
<td>5141</td>
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<tr>
<td>5180</td>
<td>Drawing and Design</td>
<td>1</td>
</tr>
<tr>
<td>6169</td>
<td>Engineering Calculus</td>
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<td>6164</td>
<td>Vectors and Matrices</td>
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</tr>
<tr>
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<td>Introduction to Computing</td>
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</tr>
<tr>
<td>5153</td>
<td>Workshop Practice</td>
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</tr>
<tr>
<td></td>
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</table>
LEVEL TWO UNITS

5324 Electrical Machines 1 ½
5339 Electronics ½
5224 Computers ½
5240 Applied Mechanics 1
5245 Thermodynamics 1
5246 Materials Science ½
5280 Engineering Design ½
5254 Manufacturing Engineering ½
5249 Fluid Mechanics 1 ½
6261 Numerical Methods ½
6268 Integral Transforms ½
6170 Probability and Statistics ½

TOTAL 8

LEVEL THREE UNITS

5333 Digital Electronics ½
5345 Thermodynamics ½
5346 Fluid Mechanics 2 ½
5347 Mechanics of Machines ½
5550 Mechanical Design 1
5348 Vibration and Noise Control ½
5254 Manufacturing Engineering ½
5363 Materials Science ½
5365 Mechanics of Materials and Structures 1
7180 Introduction to Operations Research ½
7281 Computer Programming A ½
5380 Engineering Seminar ½

TOTAL 8

LEVEL FOUR UNITS

5470 Engineering Management and Industrial Relations 1
5405 Structural Design 1
5443 Thermodynamics 1
5444 Rotodynamic Machines 1
5402 Engineering Project 2

or

5403 Engineering Project 1

Two or Three Electives from the following list
5327 Control Systems 1
5406 Environmental Engineering 1
5445 Fuel and Combustion Engineering 1
5450 Engineering Design 1
5454 Project Planning and Cost Control 1
5464 Engineering Materials 1

TOTAL 3

DIPLOMA TO DEGREE CONVERSION

A Diploma Conversion Course consists of additional course work which, together with the diploma course which a student has already completed, should in total expose the student to the same course work and level of examination as that required in the degree course. A conversion course will therefore require at least one year of full-time or equivalent part-time study. In certain cases - notably when the conversion course is undertaken by external studies - there are complications in obtaining Institution of Engineers, Australia recognition. Therefore intending applicants should make preliminary enquiries to the Head School of Engineering who will be able to advise on the admission requirements of the I.E. Aust. Following such advice intending students may make formal application through the Academic Registrar. Formal applications should include a transcript of diploma studies if the student is not a G.I.A.E. graduate, a certified copy of the Diploma, a description of industrial experience since graduation and an outline of a proposal for an engineering project. Applicants will be evaluated by the Board of Studies in Engineering, and a statement of the course to be completed to qualify for the degree will be given if the application is approved.

DIPLOMA OF ENGINEERING (CIVIL)

The Civil Engineering diploma course consists of two years of specialised study following the common first year. Studies include the fundamentals of structural engineering, ground engineering, water engineering, and highway engineering. Students can follow their individual interests and aptitudes by accenting in their work either construction design practices. They may also elect to focus their attention on computer programming and data processing methods which are increasingly being used in civil engineering design and construction. The Diploma of Engineering (Civil) is particularly appropriate for employment in highway and municipal design and construction, and in industrial design and construction. Typical employers are shire and city councils, Country Roads Board, State Electricity Commission of Victoria and construction contractors. After completion of the diploma, students will be accepted directly into the 4th year of the Bachelor of Engineering (Civil) course at a Metropolitan College of Advanced Education. It will thus be possible to obtain both a Diploma and a Degree in Civil Engineering by four years successful study - three years at the G.I.A.E., followed by one year at a Metropolitan C.A.E.

LEVEL ONE UNITS AT G.I.A.E.

1183 Science - An Interactive Approach 1
1388 Physical Science 1
5121 Electrical Systems ½
*5122 Electrical Network Analysis ½
5140 Statics ½
5144 Dynamics ½
5180 Drawing and Design 1
6160 Calculus 1
6163 Vectors and Matrices 1
7181 Introduction to Computing 1

TOTAL 8

*Or an approved elective.
LEVEL TWO UNITS AT G.I.A.E.

<table>
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<tr>
<th>Course Code</th>
<th>Course Title</th>
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<tbody>
<tr>
<td>5190</td>
<td>Energy and Society</td>
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<tr>
<td>5202</td>
<td>Geology</td>
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<td>5203</td>
<td>Geomechanics</td>
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<tr>
<td>5204</td>
<td>Civil Engineering and Design</td>
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<tr>
<td>5213</td>
<td>Surveying</td>
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<td>5240</td>
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<td>6261</td>
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<tr>
<td>6170</td>
<td>Probability and Statistics</td>
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<td><strong>TOTAL</strong></td>
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LEVEL THREE UNITS AT G.I.A.E.

<table>
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<tr>
<th>Course Code</th>
<th>Course Title</th>
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<tr>
<td>5302</td>
<td>Highway Engineering</td>
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<tr>
<td>5304</td>
<td>Structural Engineering</td>
<td>1</td>
</tr>
<tr>
<td>5306</td>
<td>Water Engineering</td>
<td>1</td>
</tr>
<tr>
<td>5310</td>
<td>Design and Construction</td>
<td>2</td>
</tr>
<tr>
<td>5370</td>
<td>Construction Management</td>
<td>1</td>
</tr>
<tr>
<td>7281</td>
<td>Computer Programming A</td>
<td>½</td>
</tr>
<tr>
<td>Mathematics Electives drawn from</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6262</td>
<td>Functions of More Than One Variable</td>
<td>½</td>
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<tr>
<td>6268</td>
<td>Integral Transforms</td>
<td>½</td>
</tr>
<tr>
<td>7180</td>
<td>Introduction to Operations Research</td>
<td>½</td>
</tr>
<tr>
<td>Approved elective</td>
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<td>½</td>
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<tr>
<td><strong>TOTAL</strong></td>
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G.I.A.E. Diploma of Civil Engineering awarded.

YEAR FOUR AT METROPOLITAN C.A.E.

<table>
<thead>
<tr>
<th>Units</th>
<th>Hours/Wk</th>
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<tbody>
<tr>
<td>Civil Engineering Management VP41</td>
<td>4</td>
</tr>
<tr>
<td>Structural Mechanics VM45</td>
<td>3</td>
</tr>
<tr>
<td>Design DV41</td>
<td>7</td>
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<tr>
<td>Soil &amp; Rock Engineering VB45</td>
<td>4</td>
</tr>
<tr>
<td>Investigation Project VM45</td>
<td>2</td>
</tr>
<tr>
<td>*Land Use Planning VB45</td>
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<td>*Structural Mechanics VM46</td>
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<tr>
<td>*Water Resources VM45</td>
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<td><strong>TOTAL</strong></td>
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</table>

*Elective subjects - two to be selected by the student.

Bachelor of Civil Engineering awarded.

ASSOCIATE DIPLOMA IN ENGINEERING SUPERVISION

The Associate Diploma in Engineering Supervision is a two year full-time or equivalent part-time course providing a general para-professional engineering education combined with development of skills in labour supervision and basic business procedures. The course provides good training for people wishing to work as engineering associates in such positions as technical officers, engineering assistants, and engineering supervisors. The engineering associate normally works in a supporting role to professional engineers, but can also work independently in smaller organisations which do not employ professional engineers. In other organisations employing professional engineers they may also work independently on reaching senior positions.

The course emphasises the practice of engineering and requires less mathematical ability than a professional engineering course. The course also gives particular attention to the needs of small and medium sized industrial businesses.

It is particularly well-suited for part-time study; causing minimum interference to employment by use of external study options with concentrated vacation and weekend schools. Each level of the course has a total value of 8 units corresponding to a full-time study load. Well-motivated part-time students can reasonably undertake 4 units each year, thus permitting completion of the course by four years part-time study. The course is, however, designed to allow maximum flexibility for each student to proceed through the course at a rate appropriate to his or her particular circumstances.

All units will not necessarily be offered each year and intending students should contact the Course Co-ordinator, Mr K. Enders, before completing an application for enrolment in order to determine which units are available in 1982. The availability of units will depend on student demand for particular units.

<table>
<thead>
<tr>
<th>Unit No.</th>
<th>Title</th>
<th>Unit Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>1180</td>
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<td>6168</td>
<td>Basic Mathematics</td>
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LEVEL ONE UNITS

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<tr>
<td>1183</td>
<td>Science - An Interactive Approach</td>
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<tr>
<td>5121</td>
<td>Electrical Systems</td>
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<tr>
<td>6140</td>
<td>Statics</td>
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<td>5141</td>
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<td>5154</td>
<td>Management Methods</td>
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<td>5180</td>
<td>Drawing and Design</td>
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<tr>
<td>5181</td>
<td>Human Communications</td>
<td>½</td>
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<td>5243</td>
<td>Thermodynamics</td>
<td>½</td>
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<tr>
<td>7181</td>
<td>Introduction to Computing</td>
<td>½</td>
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LEVEL TWO UNITS

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<td>Electronics</td>
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<td>5229</td>
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<td>5241</td>
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*Not being offered in 1982.

XNumber to be advised.
DESCRIPTION OF UNITS

5121 Electrical Systems
5 hours per week - Unit Value of 5/4 - Internal Study - First Semester - External study throughout the year
Prerequisites: Nil.
Unit Outline: An introduction to solution of D.C. networks and magnetic circuits, signal waveforms, transient analysis, steady state analysis of single and three phase networks, transformers, D.C. shunt and series motors, the synchronous machine and induction motors.

5122 Electrical Network Analysis
5 hours per week - Unit Value of 5/4 - Internal study Second Semester - External study throughout the year
Prerequisites: 5121
Unit Outline: Computerised solution of networks; network theorems, response of 1st order systems, use of the Laplace transformation; application of complex algebra to steady state sinusoidal analysis; four terminal networks. Laboratory experiments and computer investigations will be carried out by the student.

5140 Statics
2 hours per week - Unit Value of 5/4 - Internal study - throughout the year - External study - First Semester
Prerequisites: Nil.

5141 Dynamics
2 hours per week - Unit Value of 5/4 - Internal Study - throughout the year - External Study - Second Semester
Prerequisites: Nil.
Unit Outline: Applications of fundamentals of dynamics to basic mechanical machinery, including: elementary components, hoists, vehicles, pendulums, cranks, connecting rods and cams. Principles of simple harmonic motion, velocity and acceleration diagrams, friction between surfaces.

5153 Workshop Practice
3 hours per week - Unit Value Nil - Throughout the year
Prerequisites: Nil.
Unit Outline: This is a practical course in which students are given the opportunity to practice the basic metal machining and fabrication processes. The course includes turning, milling, welding, fitting and grinding and is conducted in the workshops of Yallourn Technical College.

5154 Management Methods
Throughout the year - 2 1/2 hours per week - Unit Value of 1 - Internal and External study
Prerequisites: Nil.
Unit Outline: This unit is designed to introduce the student to various methods and techniques which are useful in the management of engineering and industrial organisations as well as engineering, processing, and manufacturing processes and projects. Such topics as the following will be covered: Decision making; Statistics; data presentation, sampling. Quality control; control charts, acceptance sampling. Value analysis. Project planning. Linear programming, network analysis techniques. Product planning and development. The physical distribution of goods and materials. Application of the above methods to the process of decision making. Inventory Control.

5180 Drawing and Design
Throughout the year - 4 hours per week - Unit Value of 1 - Internal study
Prerequisites: Nil
Unit Outline: This unit is divided into four equal sections and is designed to give a basic training in engineering drawing and to introduce the three main areas of engineering design. Students who have passed a subject equivalent to the first section will be exempted from it.
1. Engineering Drawing: This section is for students who have little or no experience in engineering drawing and covers the fundamentals of engineering drawing practice. It includes dimensioning, projection, sectioning, tolerances, symbols, drawings and sketches of components and assemblies along with an introduction to common machine elements such as fasteners, springs, keys, etc.
2. Civil Engineering Design: This section introduces the basic method of drawing typical civil engineering structures related to industrial complexes. It also stimulates thought and observations regarding such construction processes.
3. Electrical Design: This section deals with the heating and cooling of electrical apparatus, and the basic mechanisms by which temperature rises in insulation are determined. The "rating" of devices, in terms of temperature rises and cycles of operation is examined in detail.
4. Mechanical Design: This part extends the work covered in section 1 but with a bias towards mechanical design. It includes the design and re-design of simple mechanical components and systems along with preparation of manufacturing drawings and sketches. It covers the selection of machine components such as ball bearings, vee-belts and seals and descriptive treatment of other mechanical drive components.

5181 Human Communications
Throughout the year - 2 1/2 hours per week - Unit Value of 1/2 - Internal study
Prerequisites: Nil
Unit Outline: Technical and non-technical report writing, preparation of technical manuals, memorandums, business letter writing, use of library resources and specialised information services, oral communication, public speaking and public meetings, conduct of meetings, audio-visual communication and engineering presentation.
5190 Energy and Society
For details see Core Studies chapter.

5202 Geology
First Semester - 3 hours per week - Unit Value of ½ - Internal study only
Prerequisites: Nil.
Unit Outline: Physical geology, physical and chemical properties of minerals. Petrology, study of igneous, sedimentary and metamorphic rocks. Structural geology, maps and sections. Site exploration geology.

5203 Geomechanics
First Semester - 3 hours per week - Unit Value of ½ - External study only.
Unit Outline: The composition of soils and their engineering classification. Total and effective stress, shear strength, bearing capacity, slope stability and settlement considerations in the design of engineering structures. Types of footings. Application of field and laboratory testing to the design and control of construction projects.

5204 Civil Engineering and Design
Throughout the year - 6 hours per week - Unit Value of 2 - Internal study
Prerequisites: 5140
Unit Outline: Part (a) - Structural Design - 4 hours per week - First Semester
Part (b) - Work Study - 2 hours per week - First Semester
Method Study - charts, diagrams, P.M.T. Work Measurement - time study, synthesis, activity sampling. Incentive schemes and productivity agreements. Plant and equipment layout and work characteristics. Materials handling, Quality control.
Part (c) - Basic Mechanical Design - 2 hours per week - Second Semester
Design and the design processes defined. Force analysis in mechanical equipment; strength of components such as shafts, welded and bolted joints, spur and bevel gears, flat and vee-belts, chain drives, ball and roller bearings. Material manufacturing specifications.
Part (d) - Fluid Mechanics - 4 hours per week - Second Semester

5205 Structural Design
First Semester - 3 hours per week - Unit Value of ¾ - External study only
Prerequisites: 5140
Unit Outline: This unit is provided for students seeking a knowledge of fundamental structural design. It is substantially the same as Part (a) of the unit Civil Engineering and Design which forms part of the Diploma of Engineering (Civil). The syllabus is as follows: Basic studies - Design data and considerations, construction. Loadings and Design Methods - Types and nature of loads, application of theory and standard codes of practice. Design Studies - in steel, timber and reinforced concrete.
Design Practice - of structural elements and of two complete structures involving timber, steel and concrete elements together with drawings.

5213 Surveying
Throughout the year - 5 hours per week - Unit Value of 1 - Internal study

5220 Electronics
Throughout the year - External Study Only - Unit Value of ½
Prerequisites: 1183, 5121
Unit Outline: Network theory, passive and active devices and circuits, instrumentation, digital electronics, introduction to computers.

5221 Power Circuits and Devices
Throughout the year - 3 hours per week - Unit Value of 1 - Internal study
Prerequisites: 5121 and 5122, 6160 Corequisites: 6163, 7181, 6268
Unit Outline: Network analysis (circuit transients, non-sinusoidal wave forms, polyphase systems and power measurement), single phase transformer, D.C. machines, synchronous and asynchronous machines.

5224 Computers
Second Semester - 3 hours per week - Unit Value of ½ - Internal study
Unit Outline: Introduction to analog, digital and hybrid computation. Digital computer operation: Control and arithmetic-logic unit, memory inputs and outputs. Computer functions and Boolean algebra, arithmetic and logic functions, data storage, computer peripherals, computer languages.

5229 Electrical Technology
Not offered in 1982
Prerequisites: 1183, 5121
Unit Outline: Emphasis will be placed on the selection and installation of electrical machines and devices for manufacturing and processing installations.

5232 Circuits and Systems
Throughout the year - 3 hours per week - Unit Value of ¾ - Internal study
Prerequisites: 5122 Corequisites: 6268
Unit Outline: Polyphase systems, time response, frequency response, fourier analysis, introduction to feedback theory.
5234 Electrical Machines 1
Throughout the year - 3 hours per week - Unit Value of \( \frac{1}{4} \) - Internal study
Prerequisites: 5122

Unit Outline: Single phase transformers, D.C. machines, synchronous and asynchronous machines.

5239 Electronics
Throughout the year - 3 hours per week - Unit Value of \( \frac{1}{4} \) - Internal Study
Prerequisites: 5122

Unit Outline: Passive non-linear semiconductor devices, rectifiers and filters, active non-linear semiconductor devices, small signal amplifiers.

5240 Applied Mechanics
Throughout the year - 3 hours per week - Unit Value of 1 - Internal study
Prerequisites: 5140, 5141, 6169

Unit Outline: Machines: power screws, clutches and brakes, belt drives, simple gear trains, cams, dynamometers, balancing, velocity and acceleration diagrams, transverse vibrations. Strength of materials: bending stresses, torsion of shafts, direct stress, stresses on oblique planes, bi-axial stress, material subjected to direct and shear stress, Mohr's stress circle, variation of strain with orientation, Mohr's strain circle, two-dimensional stress-strain relationships, elastic constants, slope and deflection of beams, combined action of bending, torsion and axial loading of beams, eccentric loading of short struts, long slender struts, Euler's equation.

5241 Applied Mechanics
First Semester - 3 hours per week - Unit Value of \( \frac{1}{4} \) - Internal and External study
Prerequisites: 5140, 5141

Unit Outline: This unit is similar to the strength of materials section of 5240. Topics will include: bending stresses, torsion of shafts, direct stress, stresses on oblique planes, bi-axial stress, material subjected to direct and shear stress, Mohr's stress circle, variation of strain with orientation, Mohr's strain circle, two-dimensional stress-strain relationships, elastic constants, slope and deflection of beams, combined action of bending, torsion and axial loading of beams, eccentric loading of short struts, long slender struts, Euler's equation.

5243 Thermodynamics
Throughout the year - Unit Value of \( 1 \frac{1}{2} \) - External study only
Prerequisites: Nil.

Unit Outline: Heat, work, and the system; the working fluid - liquid, vapour, and gas; basic fluid statics, first law of thermodynamics, Bernoulli's equation; reversible and irreversible processes, second law of thermodynamics, entropy; heat engine cycles, steam plant, air compressors, refrigeration; combustion; heat transfer.

5245 Thermodynamics
Throughout the year - 3 hours per week - Unit Value of 1 - Internal Study
Prerequisites: Nil

Unit Outline: Heat, work, and the system; the working fluid - liquid, vapour, and gas; basic fluid statics, first law of thermodynamics, Bernoulli's equation; reversible and irreversible processes, second law of thermodynamics, entropy; heat engine cycles, steam plant, air compressors, refrigeration.

5249 Fluid Mechanics 1
Throughout the year - 2\( \frac{1}{2} \) hours per week - Unit Value of \( \frac{1}{4} \) - Internal study
Prerequisites: 5140, 5141

Unit Outlines: Fluid statics. Ideal fluids in motion, continuity, Bernoulli's equation, momentum, Viscous fluids in motion, laminar and turbulent flow. Friction factor, pipe flow, hydraulic gradient. The boundary layer concept, separation, drag and lift. Uniform flow in open channels, the hydraulic jump. Dimensional analysis and principles of model testing. Elements of compressible flow.

5250 Mechanical Design
Second Semester - 2 hours per week - Unit Value of \( \frac{4}{5} \) - Internal and External study
Prerequisites: 5241, 5180

Unit Outline: Topics covered include: Definition of design and the design process. Force analysis in mechanical equipment, strength of components including failure theories, stress concentrations and fatigue. Design of shafts, welded and bolted joints, spur and bevel gears, chain drives. Selection of ball and roller bearings. Material specifications and standards.

5253 Manufacturing Engineering
Throughout the year - Unit Value of 1 - Internal study only
Prerequisites: 5154, 5180

Unit Outline: Manufacturing methods such as casting, forging, forming, moulding, machining and fabrication, joining methods, assembly methods, metrology and measurement, quality control, automatic and numerical control of machine tools, production planning, inventory systems, studies in specialised areas of manufacture relevant to the students requirements.

5254 Manufacturing Engineering
Throughout the year - 2\( \frac{1}{2} \) hours per week - Unit Value of \( \frac{1}{4} \) - Internal study

5264 Materials Science

Full year - Unit Value of 1 - Internal study - 3 hours per week
Prerequisites: Nil

Unit Outline: Topics include: Elastic and plastic deformation of metals. Dislocations and strengthening mechanisms. Fracture: Brittle, ductile, fatigue, creep. Glass and ceramics; cement and concrete; timber and plastics.

5265 Materials Science

Throughout the year - Unit Value of ½ - Internal study - 2 hours per week
Prerequisites: Nil

Unit Outline: Topics include: Elastic and plastic deformation of metals. Dislocations and strengthening mechanisms. Fracture: Brittle, ductile, fatigue, creep. Glass and ceramics; cement and concrete; timber and plastics; corrosion kinetics and control.

5266 Engineering Materials

Throughout the year - Unit Value of ½ - External study only
Prerequisites: Nil

Unit Outline: The manufacture, composition, uses and selection of more common types of cast-irons, steels, non-ferrous metals and polymers will be covered.

5272 Engineering Supervision

Second Semester - Unit Value of ½ - External study
Prerequisites: Nil

Unit Outline: This unit is designed to introduce students to an understanding of the theory of organisation and supervisory functions. Topics include: management functions, planning and organising work, supervising, motivation and controlling, work measurement, improving operations, self-improvement and industrial safety.

5280 Engineering Design

Full year - ½ hours per week - Unit Value of ½ - Internal study
Prerequisites: 5140, 5141, 5180, 7181

Unit Outline: Selected topics from - Design of magnetic circuits and D.C. exciting coils. Application of the computer to the design of chokes for heavy and light current duty. Soldering and wire-wrapping techniques. Printed circuit board layout, photographic processes and circuit board etching and plating. Design and construction of a minor circuit using printed circuit technology. Design and selection of mechanical components used in mechanical and electro-mechanical systems. The use of the computer in the design of such components will be emphasised, together with the relevant codes and standards. Specific topics may include further analysis of forces in mechanical plant and equipment; design of components for strength with emphasis on failure theories, stress concentrations and fatigue; design of shafts, spur gears, bolted and welded joints; design of chain drives.

5290 Process Engineering

Not offered in 1982.
Prerequisites: 1183, 5243

Unit Outline: Topics will include industrial processes and equipment, services for such processes, fundamentals of process control systems, installation of instrumentation and process control systems and process plant, prevention of corrosion in chemical industries. Relevant applied science topics will be included for particular industry requirements.

5295 Plant Engineering

Throughout the year - 4 hours per week - Unit Value of ½ - Internal study only
Prerequisites: 5140, 5141, 5154, 5180

Unit Outline: The theory and practice of elementary fitting and machining, welding and flame cutting, electrical wiring, materials handling, piping and duct work, flow in closed conduits, pumping machinery, foundations and alignment of machines, concrete, structural fabrication and erection, noise, shock and vibration control, plant layout, corrosion prevention and control, plant maintenance, failure analysis, industrial waste disposal, boiler house and services operation and maintenance.

5302 Highway Engineering

Throughout the year - 3 hours per week - Unit Value of 1 - Internal study
Prerequisites: 5213

Unit Outline: Topics include; road location and route surveying, earthworks, quarrying, asphalt, types of pavement and their design, road drainage, construction plant and project economics, contract documents, factors governing the geometric design of roads, vehicle operating costs, traffic surveys, the theory of traffic flow, road safety and accident studies, the design of intersections, traffic signals and street lighting schemes. Practical work is an important part of this unit. One project involves the centre line survey of a section of road including the design, setting out and production of a complete set of plans. Another requires the design of a channelised intersection including traffic signal control calculations.

5304 Structural Engineering

Throughout the year - 2 hours per week - Unit Value of 1 - Internal and External study
Prerequisites: 5240 or 5241

Unit Outline: Topics include; the deformation of both statistically determinate and indeterminate structures, plastic analysis of beams and frames, matrix methods of analysis and influence lines for indeterminate structures.

5306 Water Engineering

Throughout the year - 3 hours per week - Unit Value of 1 - Internal study

Unit Outline: Water requirements of quality and quantity for domestic and industrial use; Water treatment; Wastewater treatment; Design of sewage systems; Pollution control in rivers and oceans; Waste and refuse disposal; Hydrology; Precipitation; Evapo-transpiration; Ground-water; Rainfall and runoff calculations; Design of drainage system; Streamflow routing; Sedimentation.
5310 Design and Construction
Throughout the year - 6 hours per week - Unit Value of 2 - Internal study
Prerequisites: 5204, 5240
Unit Outline: Part (a) - Hydraulic Design and Construction (4 unit)
Channel flow, uniform and gradually varying channel structures such as weirs, spillways, gates, culverts, energy dissipators; hydraulic models; pipeline design in water supply systems; water storages in concrete, earth and rock.
Part (b) - Structural Design (1 unit)
Building and bridge structural design principles - superstructure, substructure and foundations, design of elements and connections. Design analysis, synthesis, optimisation and creativity. Design projects in reinforced concrete, prestressed concrete and steel.
Part (c) - Investigations, Contracts and Construction (4 unit).

5321 Electrical Machines
Throughout the year - 3 hours per week - Unit Value of 1 - Internal and External study
Prerequisite: 5221
Unit Outline: Polyphase Transformers; phase changing connections, voltage regulation, parallel operation and load sharing, harmonics. Induction Machine; analysis of machine performance based on equivalent circuits and circle diagram, rotor voltage injection principles. Thyristor Converter; applications to motor operation using variable voltage-variable frequency control, rotor slip energy recovery systems. Synchronous Machine; two axis models, torque and power characteristics, performance diagrams, load sharing and reactive power control, stability under dynamic and steady state conditions.

5327 Control Systems
Throughout the year - 3 hours per week - Unit Value of 1 - Internal study
Prerequisites: 5122, 5141, 6268
Unit Outline: Elements of automatic feedback control systems, review of Laplace Transformations and the S plane, mathematical system modelling, transfer functions, block diagram/signal flow graph representation and system reduction, steady state and dynamic analysis of closed loop systems, rootlocus and frequency domain techniques, state variable representation and analysis.

5331 Electrical Design
Throughout the year - 3 hours per week - Unit Value of 1 - Internal study
Prerequisites: 5280, 5225, 5221
Unit Outline: Topics include: Reliability engineering, tender analysis and discounted cash flow techniques, PLC applications, transformer design, design of operational amplifier circuits, system interfacing.

5332 Electrical Design Projects
Not offered in 1982.
Prerequisites: 5221 or 5226, 5230 Corequisite: 5330
Unit Outline: Students are expected to investigate, design, construct and test a project relative to their engineering experience. A technical report covering the project in detail is required.

5333 Digital Electronics and Computers
5 hours per week - Unit Value of 2 - Internal Study-First Semester
Prerequisite: 5224
Unit Outline: Topics include - pulse circuits, digital circuits, combinational and sequential systems, logical design, digital computers, microcomputers.

5334 Electrical Machines 2
Throughout the year - 3 hours per week - Unit Value of 1/4 - Internal study
Prerequisite: 5221
Unit Outline: Transformers: Modelling for 2 and 3 windings, polyphase, Scott and Le Blanc connections, voltage regulation, parallel operation and load sharing, harmonics, sequence networks. Induction Machine: analysis of machine performance based on equivalent circuits and circle diagram, rotor voltage injection principles. Thyristor Converter: applications to motor operation using variable voltage-variable frequency control, rotor slip energy recovery systems. Synchronous Machine: two axis models, torque and power characteristics, performance diagrams, load sharing and reactive power control, stability under dynamic and steady state conditions.

5335 Power Electronics
Throughout the year - 3 hours per week - Unit Value 1 - Internal study
Prerequisites: 5221, 5225
Unit Outline: Characteristics, rating and protection of thyristor devices. Analysis of converter performance. Voltage control and variable frequency applications for motor drives. The causes and effects of harmonic distortion and methods of suppression.

5336 Digital Systems
5 hours per week - Internal study-Second Semester
Prerequisite: 5333
Unit Outline: Topics include: Microcomputer Systems, Memories, Input/Output Structures and Interfacing, Design of Interface Circuits (Hardware and Software), Standard Bases.

5337 Control Systems
Throughout the year - 3 hours per week - Unit Value of 1/4 - Internal Study
Prerequisites: 5122, 5141, 6268
Unit Outline: Elements of automatic feedback control systems, review of Laplace Transformations and the S plane, mathematical system modelling, transfer functions, block diagram/signal flow graph representation and system reduction, steady state and dynamic analysis of closed loop systems, rootlocus and frequency domain techniques, state variable representation and analysis.

5339 Analog Electronics and Computers
First Semester - 5 hours per week - Unit Value of 1/4 - Internal study
Prerequisite: 5225
Unit Outline: Topics include - large, small, feedback and operational amplifiers. D.C. regulators, analog computation and linear integrated circuits.

5341 Applied Mechanics
Throughout the year - Unit Value of 1/2 - External study only
Prerequisite: 5240

Unit Outline: This will consist of three sections.
3. Mechanics of Materials: Topics will include further work on the deflection of beams - including deflection due to shear, conjugate beam method and statistically indeterminate problems. Energy methods including Castigliano's theorem. Curved flexural members. Shear centre. Thick walled cylinders. Introduction to theoretical analysis of complex components with emphasis on computer techniques. Further work on experimental techniques such as strain gauges and photoelasticity.

5345 Thermodynamics
3 hours per week - Unit Value 3/4 - Internal Study - Throughout the year
Prerequisite: 5245

Unit Outline: Steam plant and process work; Refrigeration; Combustion; Mixtures - gases; Basic heat transfer heat flow through walls, cylinders, spheres, heat exchangers.

5346 Fluid Mechanics
Throughout the year - 2½ hours per week - Unit Value of 3/4 - Internal study
Prerequisite: 5240.


5347 Mechanics of Machines
Throughout the year - Unit Value of 1/2 - Internal study - 1½ hours per week.
Prerequisite: 5240.


5348 Noise and Vibration Control
Throughout the year - 2½ hours per week - Unit Value of 3/4 - Internal study
Prerequisite: 5240

Unit Outline: Sound waves, sound levels, decibels and directivity. Human response; the human ear, hearing loss, psychological effects. Noise sources. Noise control criteria and regulations.

Vibration control systems; mathematical model, structural supports, critical shaft speeds, vibration measurements, structural dynamics. Machine protection and malfunction diagnosis; causes of vibration, rotor dynamics, diagnostic analysis. Instrumentation and data analysis; microphones, sound level meters, magnetic tape recorders, accelerometers, spectrum analysers, signature analysis.

5350 Mechanical Design
Internal - throughout the year - 3 hours per week - Unit Value of 1

Unit Outline: Specific topics will be taken from the following - Fluid Power system design. Design of pressure vessels and pressure piping systems including the selection of components such as pumps, valves and supports. Materials handling equipment such as cranes, hoists, conveyors, etc. The design of ventilating systems including the selection of fans, motors, etc. Human engineering (Ergonomics). Design of bearings and lubrication systems. The design and selection of mechanical power transmission systems and components. Where applicable the appropriate standards, codes and statutory requirements will be referred to in the design process. Wherever possible computers will be used in the design and optimisation of systems and components. The introduction of new topics and techniques will be regarded as essential to keep the unit up to date.

5363 Materials Science
Throughout the year - 2 hours per week - Unit Value of 1 - Internal study
Prerequisite: 5264


5365 Mechanics of Materials and Structures
Throughout the year - 2½ hours per week - Unit Value of 1 - Internal study
Prerequisites: 5240 6163, 7181


5370 Construction Management
Second Semester - 4 hours per week - Unit Value of 1 - Internal Study

Unit Outline:
(a) The time value of finances, D.C.F., economic comparisons of projects.
(b) Project planning by bar charts, critical path networks and line of balance. Time cost optimisation. Resource allocation.
(c) Cost control - classification and distribution of costs; the controlling process.
5401 Engineering Project

Throughout the year - Unit Value of 3 - Internal study

Unit Outline: An engineering project is required for each final level degree student. The primary function of the Engineering Project unit is to give the student personal responsibility for a realistic industrial problem under carefully controlled conditions; he will thus obtain valuable experience in applying his developing engineering skills and knowledge. It is expected that many of the project problems will derive directly from local industries, so that much of the project work should be of value to the Gippsland community.

Assessment of the engineering projects involves both G.I.A.E. staff and practising engineers and is based on effective presentation of project reports as well as on the quality of the engineering involved.

Students may elect to undertake a one, two or three unit project and will be credited with either 5403, 5402 or 5401 accordingly.

5402 Engineering Project

Throughout the year - Unit Value of 2 - Internal study

Unit Outline: See 5401.

5403 Engineering Project

Throughout the year - Unit Value of 1 - Internal study

Unit Outline: See 5401.

5405 Structural Design

First Semester - 4 hours per week - Unit Value of 1 - Internal and External study

Prerequisite: 5240


5420 Power Systems

Throughout the year - 3 hours per week - Unit Value of 1 - Internal and External study

Prerequisites: 5221, 6163, 7181 and preferably 5321

Unit Outline: Transmission lines, fault analysis, basic system protection, computerised load flow analysis, transient stability studies and switchgear technology.

5427 Advanced Control Theory

Throughout the year - 3 hours per week - Unit Value of 1 - Internal study

Prerequisite: 5327

Unit Outline: System compensation, sampled data systems, Lagrange's equations and system modelling, non-linear analysis, optimal control, state variable feedback, microcomputer implementation of control functions.

5428 Communications

Throughout the year - Unit Value of 1 - External study only

Prerequisite: 5225

Unit Outline: Topics include; Class C amplifiers, amplitude modulation, frequency modulation, transmission lines, antennas and wave propagation, microwaves.

5429 Electronic Instrumentation Systems

Throughout the year - 3 hours per week - Unit Value of 1 - Internal study

Prerequisites: 5333 or 5339

Unit Outline: Topics include; electronic instruments, signal processing, instruments in systems and biomedical instrumentation, microcomputer.

5443 Thermodynamics

Throughout the year - 3 hours per week - Unit Value of 1 - Internal study

Prerequisite: 5345


5444 Rotodynamic Machines

Throughout the year - 3 hours per week - Unit Value of 1 - Internal study

Prerequisites: 5346, 5347

Unit Outline: Basic fluid flow and thermodynamic relations for a rotodynamic machine; dimensional analysis aspects. Analysis and performance of pumps, fans, compressors and turbines, including centrifugal and axial flow machines. Aspects of vibration and balancing, including monitoring techniques, allowable levels of vibrations, control and reduction of vibration. Noise generation in machines and associated pipework, noise reduction and control. Condition monitoring - maintenance and fault diagnosis.

5445 Fuel and Combustion Technology

Throughout the year - 3 hours per week - Unit Value of 1 - Internal study

Prerequisite: 5243

5450 Engineering Design

Unit Value of 1 - Internal study throughout the year - 3 hours per week - External study
Second Semester

Prerequisite: 6170

Unit Outline: In this unit the fundamental processes by which designers arrive at acceptable solutions are examined in more detail than previously. Further methods by which designers can be guided towards the best solution are studied along with creativity, optimisation, reliability, decision-making, case studies, ergonomics and other appropriate current topics. Possible solutions to particular electrical and mechanical design problems are examined throughout the course.

5454 Project Planning and Cost Control

Second Semester - 4 hours per week - Unit Value of 1 - Internal and External study

Unit Outline:
(a) The time value of finances, D.C.F., economic comparisons of projects.
(b) Project planning by bar charts, critical path networks and line of balance. Time cost optimisation, Resource allocation.
(c) Cost control - classification and distribution of costs; the controlling process.

5464 Engineering Materials

Throughout the year - 2 hours per week - Unit Value of 1 - Internal, External - Semester two

Prerequisite: 5254


5472 Engineering Supervision

Throughout the year - 4 hours per week - Unit Value of 1 - Internal and External study

Unit Outline: This unit is designed to introduce engineering students to an understanding of the theory of organisation, supervisory functions and industrial relations. Topics include; theory and practice of engineering organisations, management functions, behaviour in organisation, supervisory behaviour, industrial conflict, trade unions, employer organisations, arbitration.

VISUAL ARTS

DIPLOMA OF ARTS (IN VISUAL ARTS)

GRADUATE DIPLOMA IN VISUAL ARTS

DIPLOMA OF ARTS (IN VISUAL ARTS)

Introduction:
The course for the Diploma of Arts (in Visual Arts), involving three years of full-time study or the equivalent in part-time study offers an open structure of study areas relating to the general motivation and specific intentions of the student, within the limits of the facilities and expertise available.

The course has avoided the usual identification of study areas (such as painting, sculpture, print-making, ceramics, design, drawing, photography, theory and history of art, etc.) as separated disciplines. It has been structured to allow for the orientation of individual courses across a broad range of study areas from which students indicate the primary course of development they intend to follow. This orientation of the student's course is developed in consultation with the appropriate lecturers, selecting from or combining those areas traditionally offered as painting, sculpture, print-making, ceramics, design, drawing, photography, theory and history of art, etc. Studies in the humanities and social sciences are also included in the course.

All the disciplines represented in the School contain intrinsic design associations and values which are taught in the appropriate contexts. These disciplines, with certain craft-based skills, are presented as broad directions leading to the total multidisciplinary experience of the course for the Diploma of Arts (in Visual Arts).

The course is designed to provide a situation where the evolution of art and education in art may take place.

Employment possibilities after completion of the course depend on the specialisation, inclination or versatility of each student. A student's future might lead towards a role in industry as a designer, in education as a teacher, as an independent creative individual, or towards a combination of, or diversification within, any of these areas of activity.

SELECTION OF STUDENTS

Selection of students will take place on the basis of enrolment information and interviews. During interviews, the prospective student will be able to discuss his/her background, previous general education and art/design education to date. Specific interests in this type of course and other related questions can also be discussed.

Candidates are advised to bring a selection of recent work to the interview. It should be understood that, after acceptance, the first semester will be considered introductory, exploratory and provisional, to determine each student's suitability and specific direction within the course.

GENERAL CONDITIONS

The Institute reserves the right to retain the work executed by students as part of their course studies. Work not required by the Institute may be claimed by the student when assessed.

67.
COURSE STRUCTURE

Regulations:
(a) Each student's study programme shall consist of twenty-four units taken over a minimum of three years of full time study or the part time equivalent according to the course structure as described below.
(b) Each student's study programme shall include at least six Third Year Level units.
(c) Not more than six non-Visual Arts units may be included in any student's study programme.
(d) Each student's study programme shall be approved by the Head of the School of Visual Arts.

STUDY OPTIONS

The Diploma course includes:
(a) Multidisciplinary Studio units - as the practical art component;
(b) Art Theory units - as the theoretical component;
(c) Non-Visual Arts units - as an additional academic component;
(d) Art Research units - as special topics of study.

TABLE OF FIRST YEAR LEVEL UNITS

<table>
<thead>
<tr>
<th>Unit Number</th>
<th>Unit Name</th>
<th>Semester Taught</th>
<th>Weekly Hours</th>
<th>Unit Value</th>
<th>Prerequisites</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. 2101</td>
<td>Multidisciplinary Studio</td>
<td>1 or 2</td>
<td>12</td>
<td>1</td>
<td>Nil</td>
</tr>
<tr>
<td>2. 2102</td>
<td>Multidisciplinary Studio</td>
<td>1 or 2</td>
<td>12</td>
<td>1</td>
<td>2101 (may be taken concurrently)</td>
</tr>
<tr>
<td>3. 2121</td>
<td>Art as Expression and Representation</td>
<td>1 or 2</td>
<td>4</td>
<td>1</td>
<td>Nil</td>
</tr>
<tr>
<td></td>
<td>(Art Theory)</td>
<td></td>
<td></td>
<td></td>
<td>(see appropriate section)</td>
</tr>
<tr>
<td>4. 2103</td>
<td>A non-Visual Arts unit</td>
<td>2 or 1</td>
<td>12</td>
<td>1</td>
<td>2102 (may be taken concurrently)</td>
</tr>
<tr>
<td>5. 2104</td>
<td>Multidisciplinary Studio</td>
<td>2 or 1</td>
<td>12</td>
<td>1</td>
<td>2103 (may be taken concurrently)</td>
</tr>
<tr>
<td>6. 2122</td>
<td>Art as Concept and Object</td>
<td>2 or 1</td>
<td>4</td>
<td>1</td>
<td>Nil</td>
</tr>
<tr>
<td></td>
<td>(Art Theory)</td>
<td></td>
<td></td>
<td></td>
<td>(see appropriate section)</td>
</tr>
<tr>
<td>7. 2132</td>
<td>A non-Visual Arts unit</td>
<td>2 or 1</td>
<td>4</td>
<td>1</td>
<td>Nil</td>
</tr>
</tbody>
</table>

ALTERNATIVE FIRST YEAR LEVEL UNITS:

<table>
<thead>
<tr>
<th>Unit Name</th>
<th>Semester Taught</th>
<th>Weekly Hours</th>
<th>Unit Value</th>
<th>Prerequisites</th>
</tr>
</thead>
<tbody>
<tr>
<td>Art Research</td>
<td>1 or 2</td>
<td>4</td>
<td>1</td>
<td>Nil</td>
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<tr>
<td>Art Research</td>
<td>2 or 1</td>
<td>4</td>
<td>1</td>
<td>2131</td>
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These alternative units may be taken in place of one or two of the units listed from 1 to 8 above.

TABLE OF SECOND YEAR LEVEL UNITS:

<table>
<thead>
<tr>
<th>Unit Number</th>
<th>Unit Name</th>
<th>Semester Taught</th>
<th>Weekly Hours</th>
<th>Unit Value</th>
<th>Prerequisites</th>
</tr>
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<tbody>
<tr>
<td>9. 2205</td>
<td>Multidisciplinary Studio</td>
<td>1 or 2</td>
<td>12</td>
<td>1</td>
<td>2104 (may be taken concurrently)</td>
</tr>
<tr>
<td>10. 2206</td>
<td>Multidisciplinary Studio</td>
<td>1 or 2</td>
<td>12</td>
<td>1</td>
<td>2205 (may be taken concurrently)</td>
</tr>
<tr>
<td>11. 2223</td>
<td>Psychology of Visual Art or 2225</td>
<td>1 or 2</td>
<td>4</td>
<td>1</td>
<td>2121, 2122</td>
</tr>
<tr>
<td></td>
<td>Topics in Historical Art Theory</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>12. 2207</td>
<td>A non-Visual Arts unit</td>
<td>1 or 2</td>
<td>4</td>
<td>1</td>
<td>(see appropriate section)</td>
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<tr>
<td>13. 2208</td>
<td>Multidisciplinary Studio</td>
<td>2 or 1</td>
<td>12</td>
<td>1</td>
<td>2206 (may be taken concurrently)</td>
</tr>
<tr>
<td>14. 2224</td>
<td>Philosophy of Visual Art or 2226</td>
<td>2 or 1</td>
<td>4</td>
<td>1</td>
<td>2121, 2122</td>
</tr>
<tr>
<td></td>
<td>Topics in Contemporary Art Theory</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>15. 2223</td>
<td>A non-Visual Arts unit</td>
<td>2 or 1</td>
<td>4</td>
<td>1</td>
<td>(see appropriate section)</td>
</tr>
</tbody>
</table>

(These alternative units may be taken in place of one or two of the units listed from 9 to 16 above).

TABLE OF THIRD YEAR LEVEL UNITS:

<table>
<thead>
<tr>
<th>Unit Number</th>
<th>Unit Name</th>
<th>Semester Taught</th>
<th>Weekly Hours</th>
<th>Unit Value</th>
<th>Prerequisites</th>
</tr>
</thead>
<tbody>
<tr>
<td>17. 2309</td>
<td>Multidisciplinary Studio</td>
<td>1 or 2</td>
<td>12</td>
<td>1</td>
<td>2208 (may be taken concurrently)</td>
</tr>
<tr>
<td>18. 2310</td>
<td>Multidisciplinary Studio</td>
<td>1 or 2</td>
<td>12</td>
<td>1</td>
<td>2309 (may be taken concurrently)</td>
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<td>Two approved Second Year Level Art</td>
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<td>Theory units</td>
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<tr>
<td></td>
<td>Art Theory units</td>
<td></td>
<td></td>
<td></td>
<td>(see appropriate section)</td>
</tr>
<tr>
<td>19. 2323</td>
<td>Psychology of Visual Art or 2325</td>
<td>1 or 2</td>
<td>4</td>
<td>1</td>
<td>2310 (may be taken concurrently)</td>
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<td></td>
<td>Topics in Historical Art Theory</td>
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<td></td>
<td></td>
<td>Two approved Second Year Level Art</td>
</tr>
<tr>
<td></td>
<td>Theory units</td>
<td></td>
<td></td>
<td></td>
<td>Theory Units</td>
</tr>
<tr>
<td>20. 2324</td>
<td>A non-Visual Arts unit</td>
<td>1 or 2</td>
<td>4</td>
<td>1</td>
<td>(see appropriate section)</td>
</tr>
<tr>
<td>21. 2311</td>
<td>Multidisciplinary Studio</td>
<td>2 or 1</td>
<td>12</td>
<td>1</td>
<td>2311 (may be taken concurrently)</td>
</tr>
<tr>
<td>22. 2312</td>
<td>Multidisciplinary Studio</td>
<td>2 or 1</td>
<td>12</td>
<td>1</td>
<td>2311 (may be taken concurrently)</td>
</tr>
<tr>
<td></td>
<td>Two approved Second Year Level Art</td>
<td></td>
<td></td>
<td></td>
<td>Theory Units</td>
</tr>
<tr>
<td></td>
<td>Art Theory units</td>
<td></td>
<td></td>
<td></td>
<td>(see appropriate section)</td>
</tr>
<tr>
<td>23. 2324</td>
<td>Philosophy of Visual Art or 2326</td>
<td>2 or 1</td>
<td>4</td>
<td>1</td>
<td>(see appropriate section)</td>
</tr>
<tr>
<td></td>
<td>Topics in Contemporary Art Theory</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Art Theory units</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>24. 2324</td>
<td>A non-Visual Arts unit</td>
<td>2 or 1</td>
<td>4</td>
<td>1</td>
<td>(see appropriate section)</td>
</tr>
</tbody>
</table>

(These alternative units may be taken in place of one or two of the units listed from 17 to 24 above).
ALTERNATIVE THIRD YEAR LEVEL UNITS:

<table>
<thead>
<tr>
<th>Unit Number</th>
<th>Unit Name</th>
<th>Semester Taught</th>
<th>Weekly Hours</th>
<th>Unit Value</th>
<th>Prerequisites</th>
</tr>
</thead>
<tbody>
<tr>
<td>2313</td>
<td>Studio (Special Project)</td>
<td>1 or 2</td>
<td>12</td>
<td>1</td>
<td>2104, permission of Board of Studies in Visual Arts</td>
</tr>
<tr>
<td>2314</td>
<td>Studio (Special Project)</td>
<td>1 or 2</td>
<td>12</td>
<td>1</td>
<td>2104, permission of Board of Studies in Visual Arts</td>
</tr>
<tr>
<td>2345</td>
<td>Geology for Visual Arts</td>
<td>1</td>
<td>4</td>
<td>1</td>
<td>Co-requisite: 5202 Geology and permission of lecturers</td>
</tr>
<tr>
<td>2335</td>
<td>Art Research</td>
<td>1 or 2</td>
<td>4</td>
<td>1</td>
<td>2335</td>
</tr>
<tr>
<td>2336</td>
<td>Art Research</td>
<td>1 or 2</td>
<td>4</td>
<td>1</td>
<td>2336, permission of Board of Studies in Visual Arts</td>
</tr>
<tr>
<td>2337</td>
<td>Art Research</td>
<td>1 or 2</td>
<td>4</td>
<td>1</td>
<td>2337, permission of Board of Studies in Visual Arts</td>
</tr>
<tr>
<td>2338</td>
<td>Art Research</td>
<td>1 or 2</td>
<td>4</td>
<td>1</td>
<td></td>
</tr>
</tbody>
</table>

(Theze alternative units may be taken in place of certain units listed from 17 to 24 above. In all cases, these units should not be attempted without first seeking the advice of the lecturing staff, and in most cases, special permission must be sought before enrolment is approved.

STUDIO UNITS:

Each multidisciplinary studio unit consists of studies in one of the areas broadly labelled Painting, Drawing, Print-making, Ceramics, Sculpture, Design and Photography, chosen in consultation with the lecturing staff. Assessment is continuous throughout the semester of study, but a final submission of work at the end of the semester is a normal requirement.

Unit Advisers for Multidisciplinary Studio Units:

Ceramics and related studies: Mr H.T. Potts and Mr K. Ino
Design and related studies: Mr C.E. Dennis and Mr C.A. Suggett
Painting and related studies: Mr J. Grzelecki and Mr G.R. Dupree
Print-making and related studies: Mr A. Showalter and Mr L. Fusinato
Sculpture and related studies: Mr A.H. Mauro and Mr P.G. Cole

ART THEORY UNITS:

2121 ART AS EXPRESSION AND REPRESENTATION

Unit Advisers: Mr K.E. Bensley, Ms J.A. Hoff
First Semester: Four hours per week - Unit Value of 1
Prerequisites: Nil

Unit Outline:

Factors affecting human perception; colour and colour vision; ambiguous and paradoxical designs, theories of illusion; appearance and reality; feeling and artistic expression; human communication theory applied to art; two-dimensional art forms; three-dimensional art forms.

Assessment:

Assessment is based on written work and class participation. In the event of unsatisfactory performance or other unusual circumstances, students may be required to present for oral or written examination.

2122 ART AS CONCEPT AND OBJECT

Unit Advisers: Mr K.E. Bensley, Ms J.A. Hoff
Second Semester: Four hours per week - Unit Value of 1
Prerequisites: Nil

Unit Outline:

This unit also forms an introduction to contemporary ideas in Art Theory but the syllabus includes: history of changes in the concept of art; problems of definition and new and revised frameworks for expression; influences from science and technology; Duchamp and post-Duchampian experiments and proposals for art; introduction to problems of art criticism; survey of the visual arts, 1945-1975.

Assessment:

As for unit 2121.

2141 COMPUTERISED GRAPHIC APPLICATION AND TECHNIQUE

This unit will not be taught in 1982. Details will be found in the 1979 Handbook. However, students who could be interested in an Art Research Project based on some aspect of computer graphics may consult the Head of School for advice on possible instruction and supervision in 1982.

2223 PSYCHOLOGY OF VISUAL ART

These units will not be taught in 1982. They are expected to be offered again in 1983.

Unit Adviser: Mr K.E. Bensley
First Semester: Four hours per week - Unit Value of 1
Prerequisites: For 2223: units 2121 and 2122

Unit Outline:

Two first level units in Psychology are also strongly advised as previous or concurrent studies. Students who have no previous background in Psychology should read a suitable introductory text as soon as possible and preferably before the course begins. Miller, G.A. Psychology: The Science of Mental Life. Penguin, is one recommendation.

Background/history of the Psychology of Art; problems of perception; experiments with pictures; aesthetic judgements and preferences; psychoanalytic studies of art; the analysis of composition, form, balance, tension, light, space, movement, expression; the art of special groups; racial/cultural comparisons; children's art; the art of the insane; creativity and inspiration.
Assessment: Assessment is based on written work and class participation. In the event of unsatisfactory performance or other unusual circumstances, students may be required to present for an oral or written examination.

2224 PHILOSOPHY OF VISUAL ART
2324 PHILOSOPHY OF VISUAL ART

These units will not be taught in 1982. They are expected to be offered again in 1983.

Unit Adviser: Mr K.E. Bensley
Second Semester: Four hours per week - Unit Value of 1
Prerequisites: For 2224: 2121 and 2122
For 2324: Two Second Year Level Art Theory units other than 2224

Unit Outline: Aesthetic judgements, propositions and arguments; the nature of works of art and the concept of aesthetic object; pictorial meaning and reference; artistic truth; symbolism; problems of intention; media and style; expression, empathy and response; critical analysis and evaluation.

Assessment: As for unit 2223.

2225 TOPICS IN HISTORICAL ART THEORY
2325 TOPICS IN HISTORICAL ART THEORY

Unit Adviser: Mr K.E. Bensley
First Semester: Four hours per week - Unit Value of 1
Prerequisites: For 2225: 2121 and 2122
For 2325: Two Second Year Level Art Theory units other than 2225

Unit Outline: A selection of historical topics will be introduced. Students will make general surveys from the range offered from time to time and will also choose one area for study in depth. Topics include: Greek naturalism and philosophy of beauty; Early Christian art and Scholastic aesthetics; Scientific naturalism in the Renaissance; The concept of mannerism; Renaissance neoplatonism and its influences on art; Problems in iconology; Rationalist aesthetics.

Assessment: Assessment is based on written work and class participation. In the event of unsatisfactory performance or other unusual circumstances, students may be required to present for an oral or written examination.

2226 TOPICS IN CONTEMPORARY ART THEORY
2326 TOPICS IN CONTEMPORARY ART THEORY

Unit Adviser: Mr K.E. Bensley
Second Semester: Four hours per week - Unit Value of 1
Prerequisites: For 2226: 2121 and 2122
For 2326: Two Second Year Level Art Theory Units other than 2226

Unit Outline: Students will survey the selection of contemporary art topics offered for study from time to time, and will also choose one area for study in depth. Topics include: Dada and Anti-art; Constructivism; Cubism; The New Realism; Influence of Science and Technology, Conceptual Art; Marcel Duchamp; Art and Politics; Formalism; Art-Language.

Assessment: As for 2225.

2345 GEOLGY FOR VISUAL ARTS

Unit Advisers: Mr H. Potts, Mr P.J. Walker
First Semester: Four hours per week - Unit Value of 1
Prerequisite: Permission of Unit Advisers
Unit Outline: This unit consists of two parts:

1. Unit 5202 Geology which is taught within the Schools of Engineering and Applied Science, together with;
2. Additional study in the School of Visual Arts to the satisfaction of the Unit Advisers. This will be in the form of appropriate research projects, such as developing glaze tests from geological samples.

Assessment: Assessment will take into consideration the student's progress and achievement in both parts of the unit.

ART RESEARCH UNITS:

These units consist of theoretical and historical studies of a technique, medium, or art form. They may consist of enrolment in a Special Purpose Class or, after first year, in an individually guided project. Assessment normally requires the submission of written reports, including the presentation of the results of any practical investigations carried out.

NON-VISUAL ARTS UNITS:

These consist of approved units taught in other Schools of this Institute, e.g. English, Social Sciences, Core Studies, Education units, etc. Visual Arts students must comply with the regulations of other schools whilst enrolled in units taught by those Schools.

GRADUATE DIPLOMA IN VISUAL ARTS

The Graduate Diploma in Visual Arts course aims to provide an opportunity for the continuation and extension of studies in visual arts. To complete the requirements for the Graduate Diploma, students must achieve satisfactory accreditation in eight units of advanced work. Completion of an exhibition of work, approved research projects and/or supervised studies in the Visual Arts at advanced levels will be required.

The course may be completed in one year of full time study or the equivalent in part time study. Submissions from individual students will largely determine the content and character of their course. Units and programmes of study will be determined from time to time according to the expertise and interests of the staff and the availability of space, facilities and equipment.

Graduate Diploma students may concentrate their advanced studies within any of the disciplines, or combinations of disciplines, taught in the School. In this regard, the course should be seen as oriented towards investigations of ideas/subjects/themes, rather than towards studio disciplines per se.
The Graduate Diploma consists of an intensive course of professional training and therefore, only a limited number of students will be admitted to the course at any time. Priority for admission depends on both the previous work history of the applicant and on the nature and quality of the applicant's proposals for advanced study projects. Applications will be carefully considered by the Board of Studies in Visual Arts and applicants will be expected to submit a written account of their previous training, work history and proposed advanced studies. Selected applicants are required to attend for a personal interview at which they are required to show evidence of their work to date and to elaborate on their proposed studies to members of the Board of Studies. Enquiries and submissions should be directed to the Head of School.

**GRADUATE DIPLOMA UNITS**

<table>
<thead>
<tr>
<th>Unit</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>2401</td>
<td>Graduate Diploma Studies</td>
</tr>
<tr>
<td>2402</td>
<td>Graduate Diploma Studies</td>
</tr>
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<td>Graduate Diploma Studies</td>
</tr>
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<td>Graduate Diploma Studies</td>
</tr>
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<td>2407</td>
<td>Graduate Diploma Studies</td>
</tr>
<tr>
<td>2408</td>
<td>Graduate Diploma Studies</td>
</tr>
</tbody>
</table>

**Unit Advisers:** All Visual Arts Staff

**Unit Value:** Each unit has a value of 1

**Unit Outlines:** See General Course description above

**Assessment:** Assessment is based on class participation and on submission of studio work and/or written work as appropriate to the investigations carried out. Before the completion of the course, a final submission of work in an approved form, normally an exhibition, is required.

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**UNIT INDEX**

This index is produced for students as a guide to units offered by the Institute. Detailed information of unit outlines, prerequisite and corequisite units etc. are contained within the relevant chapters of the Guide on the pages referred to in the index.

The units offered as listed in the Guide are correct at the time of publication. The Institute may withdraw units from the list due to staffing or other difficulties.

**NOTE:**
1. Units offered by Internal Study are marked 'I'.
2. Units offered by External Study are marked 'X'.
3. The column 'Course Eligibility' lists courses towards which the unit may be counted as credit. Courses are abbreviated as follows:

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
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</thead>
<tbody>
<tr>
<td>BS</td>
<td>Bachelor of Applied Science</td>
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<tr>
<td>DS</td>
<td>Diploma of Applied Science</td>
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<tr>
<td>MS</td>
<td>Master of Applied Science</td>
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<td>BA</td>
<td>Bachelor of Arts</td>
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<tr>
<td>DA</td>
<td>Diploma of Arts</td>
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<tr>
<td>AW</td>
<td>Associate Diploma in Welfare Studies</td>
</tr>
<tr>
<td>GP</td>
<td>Graduate Diploma in Counselling Psychology</td>
</tr>
<tr>
<td>BB</td>
<td>Bachelor of Business</td>
</tr>
<tr>
<td>DB</td>
<td>Diploma of Business</td>
</tr>
<tr>
<td>AG</td>
<td>Associate Diploma in General Administration</td>
</tr>
<tr>
<td>BE</td>
<td>Bachelor of Education (Primary, Secondary &amp; School Librarianship)</td>
</tr>
<tr>
<td>DT</td>
<td>Diploma of Teaching</td>
</tr>
<tr>
<td>GA</td>
<td>Graduate Diploma in Educational Administration</td>
</tr>
<tr>
<td>GE</td>
<td>Graduate Diploma in Education</td>
</tr>
<tr>
<td>GR</td>
<td>Graduate Diploma in Art Education</td>
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<tr>
<td>AL</td>
<td>Associate Diploma in School Librarianship</td>
</tr>
<tr>
<td>BN</td>
<td>Bachelor of Engineering (Electrical, Mechanical &amp; Electromechanical)</td>
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<tr>
<td>DC</td>
<td>Diploma of Engineering (Civil)</td>
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<tr>
<td>AE</td>
<td>Associate Diploma in Engineering Supervision</td>
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<td>Diploma of Arts (in Visual Arts)</td>
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VISUAL ARTS

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2312 MULTIDISCIPLINARY STUDIO
2313 MULTIDISCIPLINARY STUDIO (SPECIAL PROJECT)
2314 MULTIDISCIPLINARY STUDIO (SPECIAL PROJECT)
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2335 ART RESEARCH
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2345 GEOLOGY FOR VISUAL ARTS
2401 GRADUATE DIPLOMA STUDIES
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2405 GRADUATE DIPLOMA STUDIES
2406 GRADUATE DIPLOMA STUDIES
2407 GRADUATE DIPLOMA STUDIES
2408 GRADUATE DIPLOMA STUDIES

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6142 CORRECTIONAL STUDIES 1
6144 DEATH AND BEREAVEMENT
6240 WELFARE STUDIES 11A
6241 WELFARE STUDIES 11B
6246 FIELDWORK AND PRACTICE A
6247 FIELDWORK AND PRACTICE B