



LOGAN
BUSINESS COLLEGE

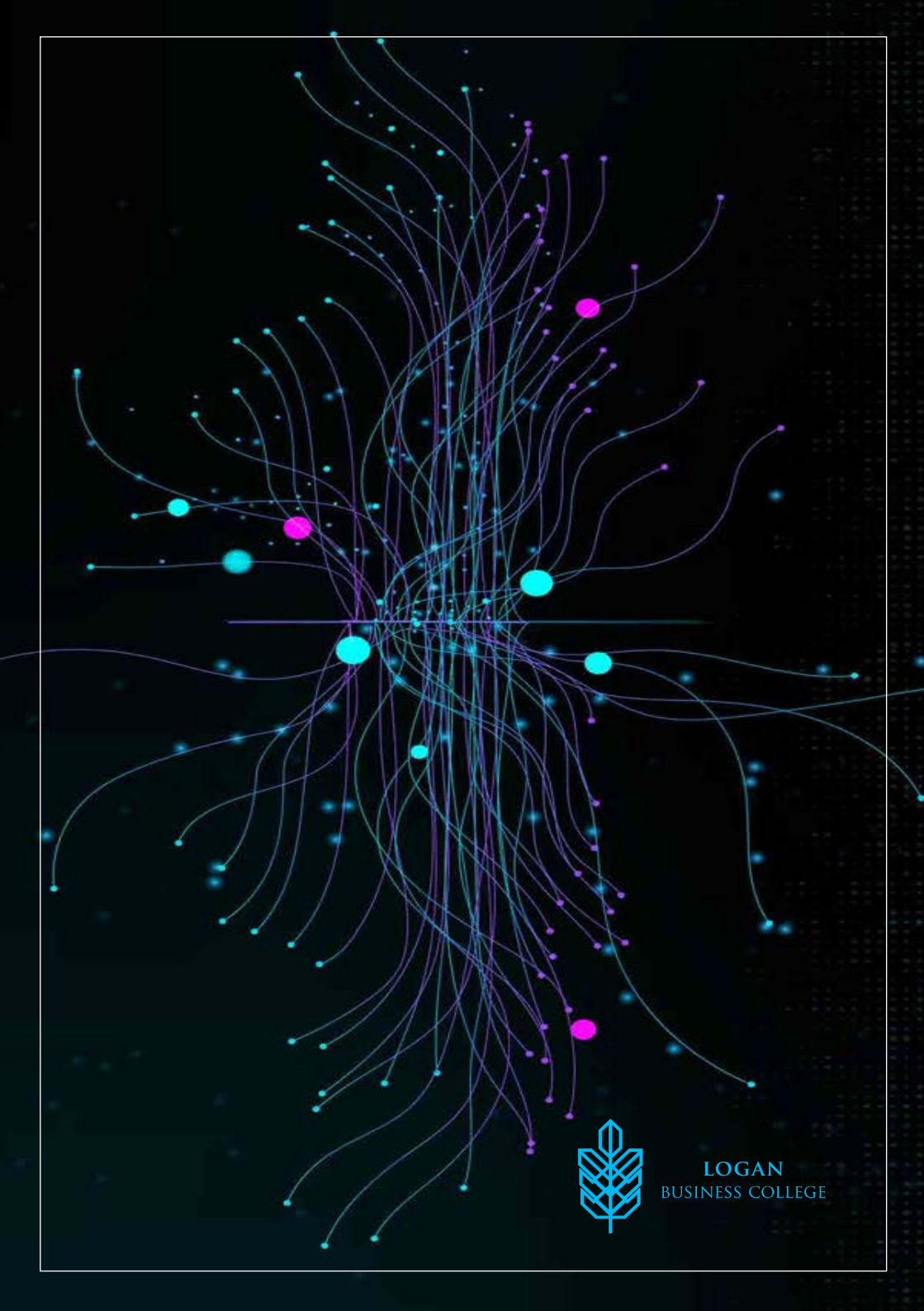
PROSPECTUS



Degrees • Diplomas • Certificates • Corporate Training



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LOGAN
BUSINESS COLLEGE

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BACHELOR OF SCIENCE IN DATA SCIENCE



NCQF ACCREDITED LEARNING PROGRAMME

DURATION: 4 YEARS

Decision making is increasingly becoming data driven within the commercial sector and the government. Data scientists are a new breed of analytics professionals who are responsible for collecting, analyzing and interpreting data to help and drive decision-making in an organization. The data scientist role combines elements of several technical skills to solve complex problems and learn to explore competencies of mathematicians, scientists, statisticians and computer programmers.

PURPOSE OF PROGRAMME

BSc in Data Science aims to expose the learner to the holistic approach of gathering, analyzing, and interpreting data for a variety of problems. The programme designed to highlights a balanced coverage of modules in artificial intelligence, machine learning, computer science and statistics with focus on data science with science and business, exploring the potential of data and enhancing the creativity of learners in developing innovative solutions.

This formal academic programme in data science is only just emerging, there is a huge gap between the demand for data scientists and the supply of suitable qualified applicants in local and global job markets.

Learning Outcomes - By the end of the Course period learners should be able to:

1. Understanding of how to use dynamic and probabilistic models to make decisions.
2. Apply a range of specialized technical data processing models to get insight to enhance organizational performance through the effective use of data.
3. Enhance organisational performance through the effective use of data.
4. Adopt high standards of ethical and professional use of data
5. Understanding of the algorithmic principles behind data mining and machine learning, including optimization.
6. Mastery of skills needed to manage and analyze massive structured and unstructured datasets.
7. Mastery of pre-process data using specialized data mining techniques in a small to medium organisation
8. Ability to design experiments and identify data and features needed to test hypotheses and report outcomes.
9. Apply foundational methods to address challenging problems in at least one domain.
10. Interpret and explain results, including developing narratives and data visualizations.
11. Assess the social impacts of data centered methods, including ethical considerations, fairness, bias, privacy, security, and ethical norms.
13. Ability to collaborate and communicate with teammates from domain disciplines, including the ability to deliver a significant project focused on a particular domain.

Enrolment Criteria

Admission to the programme shall be based on Botswana General Certificate of Secondary Education (BGCSE) or IGCSE or equivalent qualification. The minimum requirements as follows:

- A pass in at least six (6) subjects in BGCSE or IGCSE or equivalent. These subjects must include a minimum of pass in Mathematics and in English plus a pass in one of following science subjects -Biology, Chemistry, Physics, Additional Mathematics.
- Applicants with non-BGCSE and its equivalents will be considered on their own merits and equivalency to BGCSE.
- Recognition of Prior Learning shall be taken into consideration for admission.
- Maturity Entry with "O" Level passes and experience in related field and letter from employer confirming experience and Training on the Job will be accepted.

Applicants who fall within the category of Rural Area Dweller, Orphan and Vulnerable Children or any other social protection status shall be eligible for special admission on the condition that they meet the Mathematics, English and Science subject requirements.



Modules Covered

Year 1 Semester 1

Computational Thinking 1
Programming Skill (Python)
Mathematics for Data Science 1
Writing and Communication
Conceive, Launch and Grow Start-Ups

Year 1 Semester 2

Computational thinking 2
Mathematics for Data Science 2
Programming Skill (R)
Computer Architecture
Business and Entrepreneurship

Year 2 Semester 3

Computer Networks
Data Structures and Algorithms
Operating Systems
Discrete Mathematics for Computer Science
Calculus

Year 2 Semester 4

Ethics and Professional Growth Strategies
Programming skill (Scala)
Machine Learning (Foundation)
Computational Statistics
Research Methodology
Computational Finance (**Elective Module**)
Computational Biology (**Elective Module**)

Year 3 Semester 5

Machine Learning (Techniques)
Data Visualisation
Multivariate Statistics
Project Management
Databases & Business Data Management

Year 3 Semester 6

Linear Algebra
Probability and Statistics
Machine Learning (Practice)
Deep learning
Data Analytics
Industry 4.0 (**Elective**)
Data Science for Engineers (**Elective**)

Year 4 Semester 7

Reinforcement Learning
Data Mining
Artificial Intelligence: Search Methods for Problem Solving
Big Data Technologies
Individual Project in Data Science

Year 4 Semester 8

Dissertation
Industrial Attachment

Career Opportunities

A rapidly growing field providing learners with exciting career paths and opportunities for advanced study, Data Science combines the computational and inferential ways of thinking. Data science experts are needed in almost every field. Millions of businesses and government departments rely on big data to succeed and better serve their customers. Data science careers are in high demand and this trend will not be slowing down any time soon, if ever. The learning programme is an ideal way to take a start in this highly demanding and lucrative field of Data Science assistance with the following jobs titles:

- Data Scientist
- Machine Learning Engineer
- Machine Learning Scientist
- Enterprise Architect
- Data Analyst
- Data Architect
- Data Engineer
- Statistician
- Business Intelligence (BI) Developer



BACHELOR OF SCIENCE IN e-BUSINESS



NCQF ACCREDITED LEARNING PROGRAMME

DURATION: 4 YEARS

PURPOSE OF PROGRAMME

BSc in e-Business aims to expose the learner to coordinate, direct, and integrate the company's e-commerce web sites, services, and e-business applications for the purpose of smooth business-to-business and business-to-customer transactions, Customer Relationship Management (CRM), Supply Chain Management (SCM), Digital Marketing Management, Cyber Security, legal issues and other. This includes the development of e-commerce and e-business strategies for leveraging organizational procedures and processes via the internet or online environment. Further the learners are also exposed to Web development technologies, graphics design, implementation and administration of the company's / business organization web portfolio and Network Communications.

This latest e-Business bandwagon calls for innovative modules in the BSc in e-Business curriculum that reflects today's digital business environment whilst supporting the government's initiatives to develop the digital economy. There is a high demand for suitable qualified e-Business specialists in the local and global job markets.

Learning Outcomes - By the end of the Course period learners should be able to:

1. Apply expert knowledge about the e-Business environment
2. Exhibit required business statistical approaches, skills and competence in business organizational performance and management through the effective use of data.
3. Exhibit strong practical knowledge, skill and competence in computer software web technologies, the network system communications and the use of software applications in e- Business environments.
4. Apply E-Commerce Examination in business processes including electronic transactions, supply chains, decision making and organisational performance.
5. Develop the internet and World Wide Web covering web technologies, information architecture, digital media, web development, vulnerabilities, social software and other
6. Design an informative, organised, and accurate e-Commerce and e-Business related presentation of text, audio and graphical information considering technical and aesthetic considerations.
7. Develop an understanding of entrepreneurship and venture and appreciate their role in an economy.
8. Mastery of pre-process data using specialized data mining techniques in a small to medium organisation

Enrolment Criteria

Admission to the programme shall be based on Botswana General Certificate of Secondary Education (BGCSE) or IGCSE or equivalent qualification.

The minimum requirements as follows:

- A pass in at least six (6) subjects in BGCSE or IGCSE or equivalent. These subjects must include a minimum of pass in Mathematics and in English.
- Applicants with non-BGCSE and its equivalents will be considered on their own merits and equivalency to BGCSE.
- Recognition of Prior Learning shall be taken into consideration for admission.
- Maturity Entry with "O" Level passes and experience in related field and letter from employer confirming experience and Training on the Job will be accepted.

Applicants who fall within the category of Rural Area Dweller, Orphan and Vulnerable Children or any other social protection status shall be eligible for special admission on the condition that they meet the subject requirements.



Modules Covered

Year 1 Semester 1

E-Business 1
Introduction to Business Statistics
Information Communication Technology
Business Communication

Year 1 Semester 2

Introduction to Computerised Accounting
E-Commerce Technologies
Multimedia
Object - Oriented Modelling and Programming

Year 2 Semester 3

Digital Audios and Videos
Entrepreneurship and Venture
Software Development
Media Studies

Year 2 Semester 4

Business Law
Business Economics
Web Technologies and Systems
Business Innovation

Year 3 Semester 5

Wireless Network Planning
E-Commerce Systems
Imaging and Animation
E-Commerce Applications and Systems
E-Business 2

Year 3 Semester 6

Distributed Information Systems
Graphic Design and Arts
Satellite and Space Communications
E-Commerce International

Year 4 Semester 7

E-Government
Business Informatics
International Business and Trade
E-Commerce Systems Development (Elective)
Digital Applications for Electronic Media (Elective)
Business Analysis (Elective)
E-Purchasing and Selling (Elective)

Year 4 Semester 8

Dissertation
Industrial Attachment

Career Opportunities

Graduates of this learning programme can anticipate outstanding employment opportunities and competitive starting pay. e-Business Specialists are needed in almost every business and government organisations. The learning programme is an ideal way to take a start in this highly demanding and lucrative field of e-Business with the following jobs titles:

- eBusiness / eCommerce Specialist
- eBusiness / eCommerce Business Analyst
- eBusiness / eCommerce Program Manager
- eBusiness Analyst
- System Analyst
- IT Admin Manager
- eBusiness /eCommerce Developer
- Business IT Manager



BACHELOR OF BUSINESS IN TOURISM MANAGEMENT



NCQF ACCREDITED LEARNING PROGRAMME

DURATION: 4 YEARS

The tourism industry is growing fast, and tourism management jobs are highly sought after. Working in tourism management generally involves: a wide range of interesting tasks, meeting new people, and possibly being given the opportunity to travel. Tourism in Botswana is recognised as a means of supporting the diversification of the economy and its employment creation is forecasted very high in demand.

PURPOSE OF PROGRAMME

Bachelor of Business in Tourism Management aims to expose the learner to the holistic approach of strategy and management skills, knowledge of local and global tourism concepts, issues and opportunities in tourism. This formal academic programme in tourism management incorporates real-world experience to prepare learners for an exciting career in local and global tourism job markets.

Learning Outcomes - By the end of the Course period learners should be able to:

1. Demonstrate intellectual independence, critical thinking and analytic rigor in tourism management
2. Analyse the role of the functioning of international tourism management markets and the interrelationships between theories, policy and impact of external shocks on the tourism management sector.
3. Comprehend and apply detailed knowledge underpinning good practice as a Tourism Management Professional that is specific to the jurisdiction in which he/she practices.
4. Identify state and analyse well-defined Tourism Management problems in accordance with good practice for field of learning.
5. Design or develop solutions to well-defined Tourism management problems by applying accepted procedures and methodologies.
6. Manage part or all of one or more well-defined Tourism Management activities in accordance with good professional management practice.
7. Establish criteria and performance measures in Tourism Management.
8. Develop high level of expertise in Tourism Management that can contribute to safety, cost or effectiveness in operation.

Enrolment Criteria

Admission to the programme shall be based on Botswana General Certificate of Secondary Education (BGCSE) or IGCSE or equivalent qualification. The minimum requirements as follows:

- A pass in at least six (6) subjects in BGCSE or IGCSE or equivalent. These subjects must include a minimum of pass in Mathematics and in English.
- Applicants with non-BGCSE and its equivalents will be considered on their own merits and equivalency to BGCSE.
- Recognition of Prior Learning shall be taken into consideration for admission.
- Maturity Entry with "O" Level passes and experience in related field and letter from employer confirming experience and Training on the Job will be accepted.

Applicants who fall within the category of Rural Area Dweller, Orphan and Vulnerable Children or any other social protection status shall be eligible for special admission on the condition that they meet the subject requirements.



Modules Covered

Year 1 Semester 1

Introduction to Tourism Management
Business Communication
Introduction to Business Management
Information and Communications Technology
Introduction to Accounting

Year 1 Semester 2

Events Management
Business Economics
Financial Accounting
Rooms Divisions Management
Culture and Heritage Management

Year 2 Semester 3

Consumer Behaviour in Tourism
Cultural Tourism, Global and Local Perspectives
Tourism Destinations Development
Air Transport- Tourism Nexus

Year 2 Semester 4

Food and Beverage Management
Sustainable Tourism
Marketing in the Tourism Industry
MICE Management

Year 3 Semester 5

Occupational Health and Safety
Computerised Reservation System
Management Of Tourism and Hospitality Services
Human Resource Management

Year 3 Semester 6

Research Methods
Tourism Planning and Leadership
Project Management **(Elective)**
Entrepreneurship Management **(Elective)**
Tour Operations **(Elective)**
Tourism Themes **(Elective)**

Year 4 Semester 7

Strategic Tourism Management
Tourism Futures
Corporate Governance and Ethics
Tourism and Development Planning

Year 4 Semester 8

Dissertation
Industrial Attachment

Career Opportunities

Tourism sector or industry is one of the fastest growing fields and plays an important role in boosting a nation's economy. The tourism management professionals are needed in both in private and public sectors to attract and better serve their customers. Tourism Management professionals are in high demand and this trend will continue and grow further. The learning programme is an ideal way to take a start in this highly demanding career with the following jobs titles:

- Events Manager
- Guest Relations Manager
- Hotel Manager
- Tour Group Operator
- Tourism Marketing Manager
- Tourist Information Centre Manager
- Travel Agency Manager
- Travel Tourism Consultants.
- Travel and Tourism Administrators.
- Resort Specialist.
- Hospitality Practitioner.
- Tourism and Hospitality Strategists.
- Tourism and Hospitality Education Consultant



BACHELOR OF SCIENCE IN FORENSIC FINANCIAL ACCOUNTING



NCQF ACCREDITED LEARNING PROGRAMME

DURATION: 4 YEARS

BACHELOR OF SCIENCE IN FORENSIC FINANCIAL ACCOUNTING



PURPOSE OF PROGRAMME

The fundamental mission of the BSc. in Forensic Financial Accounting programme is to educate and train high calibre, technology savvy Forensic Accountants with ethical values who are equipped with up-to-date information on how to make decisions and put them into action. The programme was developed to equip the students with Forensic Accounting Investigation, Forensic Auditing, Litigation Support and Fraud Examination. Students graduating from BSc. in Forensic Financial Accounting will have the ability to transform the theoretical knowledge obtained throughout their studies into practice, through learning how to utilize rapidly developing information technologies widely used by the Forensic Accounting sector.

Forensic Financial Accounting experts are in demand and pursuing bachelor's degree in forensic financial accounting is a great way to enter this burgeoning field. Forensic financial accountants investigate white collar crimes. In an increasingly digital world, they help to investigate a theft, fraud, money laundering, and embezzlement, scrutinize transactions and monitoring for illegal activity. They analyse financial information for use in legal proceedings, contract disputes, and bankruptcies.

Learning Outcomes - By the end of the Course period learners should be able to:

Demonstrate an understanding of Forensic Financial Accounting methods.

Manage Forensic Financial Accounting activities.

Create an awareness of the relevant legislation that governs economic crime, including common law aspects and the law of evidence.

Develop high level of expertise in Forensic Financial Accounting techniques that can control fraud, reduce costs and improve operational efficiency.

Expose participants to a wide range of case studies relating to economic crime.

Provide guidance on investigative techniques and tools.

Expose participants to best practices in fraud risk management.

ENROLMENT CRITERIA

We Accept:

1. Best 6 subjects, 36 Points and above.
2. OVCs between 31 and 36 Points, supporting documents included.
3. Discontinued OVCs
4. Reinstatements and Progression.

Modules Covered

Semester 1

- Introduction to Forensic Financial Accounting
- Business Communications
- Introduction to Accounting
- Information communication Technology
- Introduction to Economic Crimes

Semester 2

- Forensic Data Analytics and Electronic Evidence
- Finance and Accounting
- Business Law
- Computer Crimes and Cyber Security
- Money Laundering, Detection and Investigation

Semester 3

- Financial Risk Management Software
- Mathematics for Forensic Financial Accounting
- Psychology of the Fraudster
- Fraud Detection and Techniques
- Professional Ethics

Semester 4

- Prevention and Detection of Corruption and Procurement Fraud
- Cyber Forensics and Information Technology
- Creativity and Innovation
- Treasury Management
- Public Sector Finance

Semester 5

- Forensic Investigations
- Research Methods
- Security Architectures and System Administration
- Project Management
- Entrepreneurship

Semester 6

- Investment Analysis
- Actuarial Products and Liabilities
- Corporate Finance
- Corporate Strategy

Semester 7

- Corporate Governance
- International Financial Markets
- International Financial Forensics

Semester 8

- Dissertation
- Industrial Attachment

Optional Modules (Choose 2)

- Digital Forensics for the Fraud Examiner
- Fraud, Waste, Abuse and Corruption in Public Organizations
- Corporate and White-Collar Crime
- Forensic Auditing

Career Pathways

Bachelor's in Forensic Financial Accounting is a stepping stone to a great career. Graduates can find jobs in a cross-section of industries from corporations, insurance companies, law offices, financial institutions and other government agencies. Forensic financial accountants usually investigate and analyse financial evidence on white collar crimes and other, develop computerised applications to assist in the presentation and analysis of the evidence presented, communicate their findings in the form of various reports and assist in the legal proceedings in court as an expert witness. Forensic financial accountants also are employed by lawyers, law enforcement agencies, public and private companies, government organisations and financial institutions as consultants. On this course you will learn techniques for identifying, detecting and preventing fraud activities. The course is an ideal way to take a start in this highly demanding and lucrative field of Investigative Account assistance with the following jobs titles:

- Forensic Accountant.
- Forensic Auditor.
- Fraud Investigator.
- Equity Research Analyst.
- Financial Analyst.
- Law Enforcement
- Small and Mid-size Businesses
- The non Profit Sector
- Private Practice
- Banking Brokerage
- Insurance
- Other Financial services Industries
- Major Corporations
- State and Local Government
- Corporate Analyst.
- Investment Analyst.
- Risk Analyst.
- Finance Manager.
- Equity Research Analyst.
- Investment Analyst.



BACHELOR OF COMMERCE IN BANKING AND FINANCE



NCQF ACCREDITED LEARNING PROGRAMME

DURATION: 4 YEARS



PURPOSE OF PROGRAMME

The fundamental mission of B. Com in BANKING and FINANCE is to expose and equip the learners with commercial theory, skills, competencies and knowledge required to seize opportunities and make them into successes, and to adapt to challenges and dynamic changes when they occur in any Financial sectors.

Graduates of this learning programme will be able to integrate best practices involved in the management of financial institution through adherence to the professional, regulatory and legal requirements guiding financial practitioners. Furthermore, graduates are able to think and work under pressure with creativity, leadership and enterprise skills.

Learning Outcomes - By the end of the Course period learners should be able to:

- Demonstrate broad and coherent knowledge of the theoretical and professional disciplines of banking, finance, investment analysis, portfolio management, accountancy, economics, quantitative methods, law, and the Financial Services Industry.
- Exercise informed commercial judgment within a professional setting which emphasizes ethical and responsible decision making. Integrate technical and conceptual knowledge, and interpersonal skills to work effectively within the Financial Services Industry.
- Acquire and synthesize information within a complex banking and finance setting.
- Think critically and creatively to identify better solutions within banking and financial constraints.
- Work collaboratively with others to solve applied banking and finance problems.
- Communicate and explain specialized technical advice, knowledge and ideas, to professionals and non-experts involved within the Financial Services Industry.

Enrolment Criteria

Admission to the programme shall be based on Botswana General Certificate of Secondary Education (BGCSE) or IGCSE or equivalent qualification. The minimum requirements as follows:

1. A pass in at least five (5) subjects in BGCSE or IGCSE or equivalent. These subjects must include a minimum of pass in Mathematics / Accounting/Commerce and in English. OR
2. Applicants with non-BGCSE and its equivalents will be considered on their own merits and equivalency to BGCSE. OR
3. Recognition of Prior Learning (RPL) shall be taken into consideration for admission. OR
4. Maturity Entry with "O" Level passes and experience in related field and letter from employer confirming experience and Training on the Job will be accepted.

Applicants who fall within the category of Rural Area Dweller, Orphan and Vulnerable Children or any other social protection status shall be eligible for special admission on the condition that they meet the subject requirements.

Modules Covered

Bachelor of Commerce in Banking and Finance

Year 1 Semester 1

- Introduction to Accounting and Finance
- Introduction to Business Statistics
- Information Communication Technology
- Business Communications
- Introduction to Banking and Finance

Year 1 Semester 2

- Financial Accounting
- Business Economics
- Business Law
- Company Accounts
- Botswana Corporate Taxation

Year 2 Semester 3

- Banking
- Customer Relationship Management
- Business Statistics
- Risk Control and Strategies

Year 2 Semester 4

- Leadership
- Financial Statement Analysis
- Managerial Accounting
- Stock Market and Investments

Year 3 Semester 5

- Treasury Management
- Research Methods
- Entrepreneurship Management
- Information Technology in Banking

Year 3 Semester 6

- Commercial Banking
- Corporate Finance
ELECTIVES (CHOOSE 2)
- Financial Instruments and Markets
- Business Environment
- Management of Financial Institutions
- Auditing

Year 4 Semester 7

- Corporate Strategy
- International Banking
- International Financial Markets and Institutions
- Corporate Governance and Ethics

Year 4 Semester 8

- Dissertation
- INDUSTRIAL ATTACHMENT

Career Opportunities

The Banking and Finance qualification holder(s) is unique and in that the skills involved can be easily be transferred into a variety of well-compensated specialty areas to be employed as:

- Accountant
- Asset Manager
- Agent and Broker
- Assistant Accountant
- Cashier/Teller
- Credit and Risk Manager
- Development Officer
- Equity Research Analyst
- Securities Analyst
- Internal Auditor
- Investment Banker
- Insurance Manager
- Investment Analyst
- Loan Officer
- Loan Counsellor
- Loss Control Specialist
- Market Analyst
- Sales Representative
- Marketing Manager
- Marketing and Sales Executive
- Personal Financial Advisor
- Risk Analyst
- Recovery Agent
- Sales Officer
- Stock Analyst
- Sales Manager
- Treasurer



BACHELOR OF COMMERCE IN MARKETING MANAGEMENT



NCQF ACCREDITED LEARNING PROGRAMME

DURATION: 4 YEARS



PURPOSE OF PROGRAMME

The fundamental mission of B. Com in Marketing Management is to prepare learners for work in the exciting world of marketing and create an excellent foundation for careers in commerce, retail, advertising and other marketing related fields. This specialized learning programme is unique and designed to equip the learners with necessary skills to conduct market research, data analytics, and interpret consumers data insights to run effective market campaigns, and to satisfy consumer needs and demands.

It also develops the learner on marketing strategies, customer value, and effective use of traditional and digital marketing communications platforms to reach customers. While attempting to ensure that a sound theoretical foundation will allow the learners to gain academic expertise and practical workplace skills enable them to excel in marketing management roles.

Learning Outcomes - By the end of the Course period learners should be able to:

- Describe methods of communication in the Marketing field and how technology is used effectively and efficiently.
- Justify how management styles differ from organisation to organisation.
- Develop a business plan for a small business set up and one for the existing organisation.
- Demonstrate how integrated marketing communications work in the development of organisations.
- Employ different Marketing Research approaches.
- Explore the scope of Integrated Marketing Communication and the use of main promotional tools of advertising, public relations, sales promotion, direct marketing, event marketing and online marketing.
- Coordinate the planning of public relations activities for the development of strategies, tactics, tools, and resources to manage a range of stakeholder relationships and issues to achieve organizational objectives.
- Analyze the business need for customer orientation, markets, and target of market opportunities.
- Apply research knowledge, skills, and competence in relation to marketing.

Enrolment Criteria

Admission to the programme shall be based on Botswana General Certificate of Secondary Education (BGCSE) or IGCSE or equivalent qualification. The minimum requirements as follows:

1. A pass in at least five (5) subjects in BGCSE or IGCSE or equivalent. These subjects must include a minimum of pass in English. OR
2. Applicants with non-BGCSE and its equivalents will be considered on their own merits and equivalency to BGCSE. OR
3. Recognition of Prior Learning (RPL) shall be taken into consideration for admission. OR
4. Maturity Entry with "O" Level passes and experience in related field and letter from employer confirming experience and Training on the Job will be accepted.

Applicants who fall within the category of Rural Area Dweller, Orphan and Vulnerable Children or any other social protection status shall be eligible for special admission on the condition that they meet the subject requirements.



Modules Covered

B. Com in Marketing Management

Year 1 Semester 1

- Introduction to Marketing Communications
- Introduction to Business Statistics
- Information communication Technology
- Business Communications
- Introduction to Public Relations

Year 2 Semester 3

- Direct Marketing
- Consumer Behaviour
- Supply Chain Management
- Social and Intercultural Communications

Year 3 Semester 5

- Business Law
- Services Marketing
- Graphic Design and Arts
- Green Communication and Marketing

Year 4 Semester 7

- Brand Management
- Corporate Communications
- Strategic Management
- Project Management

Year 1 Semester 2

- Public Relations
- Digital Applications for Electronic Media
- Customer Relationship Management.
- Entrepreneurship
- Marketing Information Systems

Year 2 Semester 4

- Integrated Marketing Communication
- Marketing Management
- Media Studies
- Business Management

Year 3 Semester 6

- Marketing Research
- International Marketing Management
- ELECTIVES (CHOOSE 2)**
- Business Statistics
- Business Innovation
- Corporate Governance and Ethics
- E-Business

Year 4 Semester 8

- Dissertation
- INDUSTRIAL ATTACHMENT

Career Pathways

Bachelor of Commerce in Marketing Management employment opportunities are:

- Community relations representative
- Marketing Management director
- Media relations manager
- PR specialist.
- Social Media Manager.
- Spokesperson.
- Marketing Specialist
- Marketing Manager
- Public Relations Manager.
- Marketing Executive
- Corporate Communications Manager.
- Marketing and Public Relations Executives.
- Communications Directors.
- Marketing Directors.
- Marketing Consultants.



BACHELOR OF COMMERCE BUSINESS PROJECT MANAGEMENT



NCQA ACCREDITED LEARNING PROGRAMME

DURATION: 4 YEARS



PURPOSE OF PROGRAMME

The fundamental mission of B. Com in Business Project Management is to expose the learners with philosophy of business project management. This learning programme is a unique and specialized discipline of management. The programme is designed to equip the learners with required business project management concepts, skills and competencies to solve practical problems and apply project management tools and techniques in Business and any other Project Management based industries.

The programme is aimed at all persons, who may be involved with or who is interested to work for planning and executing projects in small to large-sized business, aspirant project managers, project planners, project coordinators, project controllers and senior managers and CEOs who has appreciation for the dynamic and innovative nature of modern day project management.

Learning Outcomes - By the end of the Course period learners should be able to:

- Successfully develop and implementation of all projects procedures involving five distinctive project life cycle phases of equal importance: Initiation, Planning and Design, Construction and Execution, Monitoring and Control, Completion.
- Ensure project success through teamwork, by establishing good communication with the ability to be able listen and receive constructive feedback.
- Optimize the allocated necessary inputs and their application to meeting the project's pre-defined objectives by meeting all processes and procedures to enhance the sustainability of a project and to lead the team through the strategic change process.
- Develop high level of expertise in Business and Project Management that can contribute to safety, cost or effectiveness in operation.
- Certify the quality of Business and Project Management work considering equipment and systems in defined circumstances laid down in recognized standards and codes of practice.
- Interact effectively with professionals and practitioners in Business and Project Management, stakeholders and clients to ensure
- Manage Business and Project Management activities.

Enrolment Criteria

Access and inclusion to this Programme will be fair and equal to all applicants from a wide range of learning and work experience. The following are the entry requirements for the BCom in Business Project Management.

1. Best 6 Subjects, 36 Points and above

2. OVC's between 31 and 36 Points with supporting documents included.

3. Discontinued OVCs

4. Reinstatements and Progression



Modules Covered

B. Com in Business Project Management

Year 1 Semester 1

- Introduction to Business Management
- Business Communications
- Information communication Technology
- Introduction to Business Statistics
- Introduction to Accounting and Finance

Year 1 Semester 2

- Introduction to Project Management
- Introduction to Logistics and Supply Chain Management
- Business Statistics
- Financial Accounting
- Entrepreneurship

Year 2 Semester 3

- Managing Work and Costs
- Computerised Project Management
- Business Law
- Business Economics

Year 2 Semester 4

- Project Finance, Cost Estimation and Control
- Business Innovation
- Managerial Accounting
- Business Environment

Year 3 Semester 5

- Marketing Management
- Research Methods
- Human Resource Management
- Project Risk Management

Year 3 Semester 6

- Project Performance and Quality Assurance
- Corporate Finance
- **ELECTIVES (CHOOSE 2)**
- Project Cost and Scheduling
- Managing Organizational Change
- Project Management Tools
- Corporate Governance and Ethics

Year 4 Semester 7

- Corporate Strategy
- International Business operations
- Strategic Management
- Total Quality Management

Year 4 Semester 8

- Dissertation
- **INDUSTRIAL ATTACHMENT**

Career Pathways

The Business Project Management qualification holder(s) is unique and in that the skills involved can be easily be transferred into a variety of well-compensated specialty areas to be employed as:

- Account Executive.
- Administrative Assistant.
- Administrative Manager.
- Branch Manager.
- Business Analyst.
- Business Manager.
- Chief Executive Officer.
- Office Manager.
- New Business Manager.
- Business Development Manager.
- Business Intelligence Manager.
- Managing Director.



POST GRADUATE DIPLOMA IN HIGHER EDUCATION



NCQF ACCREDITED LEARNING PROGRAMME

DURATION: 1 YEAR

PURPOSE OF PROGRAMME

The fundamental mission of Post Graduate Diploma in Higher Education program is to educate and train higher caliber, technology literate Higher Education Professionals with ethical values who are equipped with up-to-date higher education information and who have the ability to make decisions and put them into action.

The Post Graduate Diploma in Higher Education Program was developed to equip the students with Education Practice techniques both in theory, application and information technology skills applied in Tertiary Education sector. Students graduating from the Post Graduate Diploma in Higher Education have the ability to transform the theoretical knowledge obtained throughout their studies into practice, through learning how to utilize rapidly developing information technologies widely used by the Tertiary Education sector.

Our students can easily find jobs in Public and Private Institutions of Learning. Students are taught both Higher Education theory and practical skills in a supportive and challenging environment. The program is committed to enhance and encourage the critical thinking skills, communication, computer and organization skills. Students are encouraged to pursue academic excellence, professional growth and high ethical standards.

Learning Outcomes - By the end of the Course period learners should be able to:

- **Assess** the nature of learning in higher education.
Interpret curriculum Development within an outcome-based framework in Higher Education.
- **Involve** participants in theoretical understanding of assessment and principles of evaluation in higher education by enabling participants to evaluate their own practice as educators.
- **Implement** processes for academic leadership in higher education.
Ensure Internationalisation is infused in the curricula and to play a role in the process of internationalisation at the University.
- **Use their research** knowledge, skills and competence in a practical research project which is aligned to their areas of specialization and organization of their choice.
- **Conduct** attachment at the organisations of their choice to allow them to acquire deeper knowledge in the field of specialization.

Enrolment Criteria

Access and inclusion to this Programme will be fair and equal to all applicants from a wide range of learning and work experience. The following are the entry requirements for the Post Graduate Diploma in Higher Education.

Undergraduate Bachelor's Degree who want to practice lecturing as a profession.

Master's Degree who want to study and specialize in Lectureship.

Doctor of Philosophy who would want to study and specialize in Lectureship.

Mature Entry is provided for candidates who meet the necessary criteria.

Recognition of Prior Learning (RPL) and CATS will be provided for, and candidates will have to meet the necessary criteria.



Modules Covered

Post Graduate Diploma in Higher Education

Year 1 Semester 1

Learning and Teaching in Higher Education
Information and Communication Technology
Curriculum Development
Assessment in Higher Education
Technology and Pedagogy in Higher Education
Assessment and Moderation of Curricula in Higher Education
E-Learning in Higher Education

Year 1 Semester 2

Supervision of Undergraduate Research in Higher Education
Social Inclusion in Higher Education (HIV-AIDS and Gender Issues)
Leadership and Management in Higher Education
Strategic Higher Education
Dissertation
Industrial Attachment (Practice, Reflection and Practicum)

Career Opportunities

Graduates from the Post Graduate Diploma in Higher Education will have requisite competencies and attributes to work as:

Lecturers
Professional Curriculum Developers
Education Officers
Principals/Head Masters.



CERTIFICATE IN EARLY CHILDHOOD EDUCATION



NCQF ACCREDITED LEARNING PROGRAMME

DURATION: 1 YEAR



PURPOSE OF PROGRAMME

The Certificate in Early Childhood Education Programme is designed to prepare learners to administer programs for children in day care, pre-school, work in government service, work in housing, recreational, health, NGOs and social service agencies, where a basic understanding of the nature of children is combined with human services skills. Graduates are fully qualified to manage programs based on a foundation of theory and practical application.

This certificate programme also provides training opportunities for those with any diploma or degree qualification, who seek additional credits for upgrading their employment.

Learning Outcomes - By the end of the Course period learners should be able to:

- Demonstrate knowledge and understanding of domains of child development.
- Demonstrate knowledge and skills to provide high quality care and education to young children.
- Exhibit understanding of play and creativity in early childhood.
- Demonstrate an understanding of the foundational knowledge and skills needed to work with children aged 0-5 years.
- Plan and prepare culturally responsive and developmentally appropriate classroom and curriculum experiences for young children.
- Demonstrate knowledge and understanding of Safety, health, hygiene and nutrition of young children.
- Demonstrate knowledge of Curriculum development in early childhood education.
- Monitor and assess children's development.

Enrolment Criteria

Access and inclusion to this Programme will be fair and equal to all applicants from a wide range of learning and work experience. The following are the entry requirements for the Certificate Early Childhood Education:

- 1. BGCSE or equivalent (Pass in English).**
- 2. NCQF Level 3 (JC) with at least three (3) years' work experience in the related field.**
- 3. Mature Entry is provided for candidates who meet the necessary criteria.**



Modules Covered

Certificate in Early Childhood Education

Year 1 Semester 1

- Introduction to Early Childhood Education
- Business Communications
- Introduction to Sociology of Education
- Introduction to Psychology of Education
- Information communication Technology

Year 1 Semester 2

- Domains of Child Development
- Monitoring Children Development, Language and Literacy Skills
- Child Health, Safety and Nutrition
- Curriculum Development in Early Childhood Education
- Supervised Teaching Practice and Portfolio for Child Study

Career Opportunities

The qualification holder(s) is unique and in that the skills involved can be easily be transferred into specialty areas to be employed as:

- Professional Curriculum Developers.
 - Education Officers.
 - Teachers
 - Headmasters.
 - Strategic Planners in Early Childhood Education.
 - Early Childhood Education Policy Makers.
 - Childcare worker
 - Day-care Centre / Pre-School / Primary School Teacher
 - Day-care Centre / Pre-School In charge /Director
 - Family childcare provider
 - Infant & toddler teacher
 - Nanny
 - Teaching assistant at schools
- 

SHORT COURSES

PROFESSIONAL MANAGEMENT CERTIFICATIONS

Finance for Non Finance Managers (Quickbooks)
Computerised Human Resources Information Systems (CHRIS)
Cloud Computing for Managers
Customer Care
Entrepreneurship and Leadership Skills
Effective Teamwork and Team Building
Basic Fire Marshalling
Finance for Non Finance Managers
Performance Management and Development (PMD)
Basic Food Safety and Hygiene
Advanced First Aid Level 3
Sales and Marketing
Project Management
Wholesale and Retail Operation
Private Security Practice and Investigations
Certificate of Proficiency (COP)
Environment Impact Assessment
Workplace and Employability Skills

IT CERTIFICATIONS

CompTIA A+
CompTIA N+
CompTIA Security+
Cisco Certified Network Associate (CCNA)
International Computer Driving License (ICDL)
Microsoft Windows 10
Microsoft Office 2013
Microsoft Word | Excel Presentation | Access
Microsoft Certified Solutions Associate (MCSA)

IT CERTIFICATIONS

Illustrator CC
Photoshop CC
InDesign CC

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