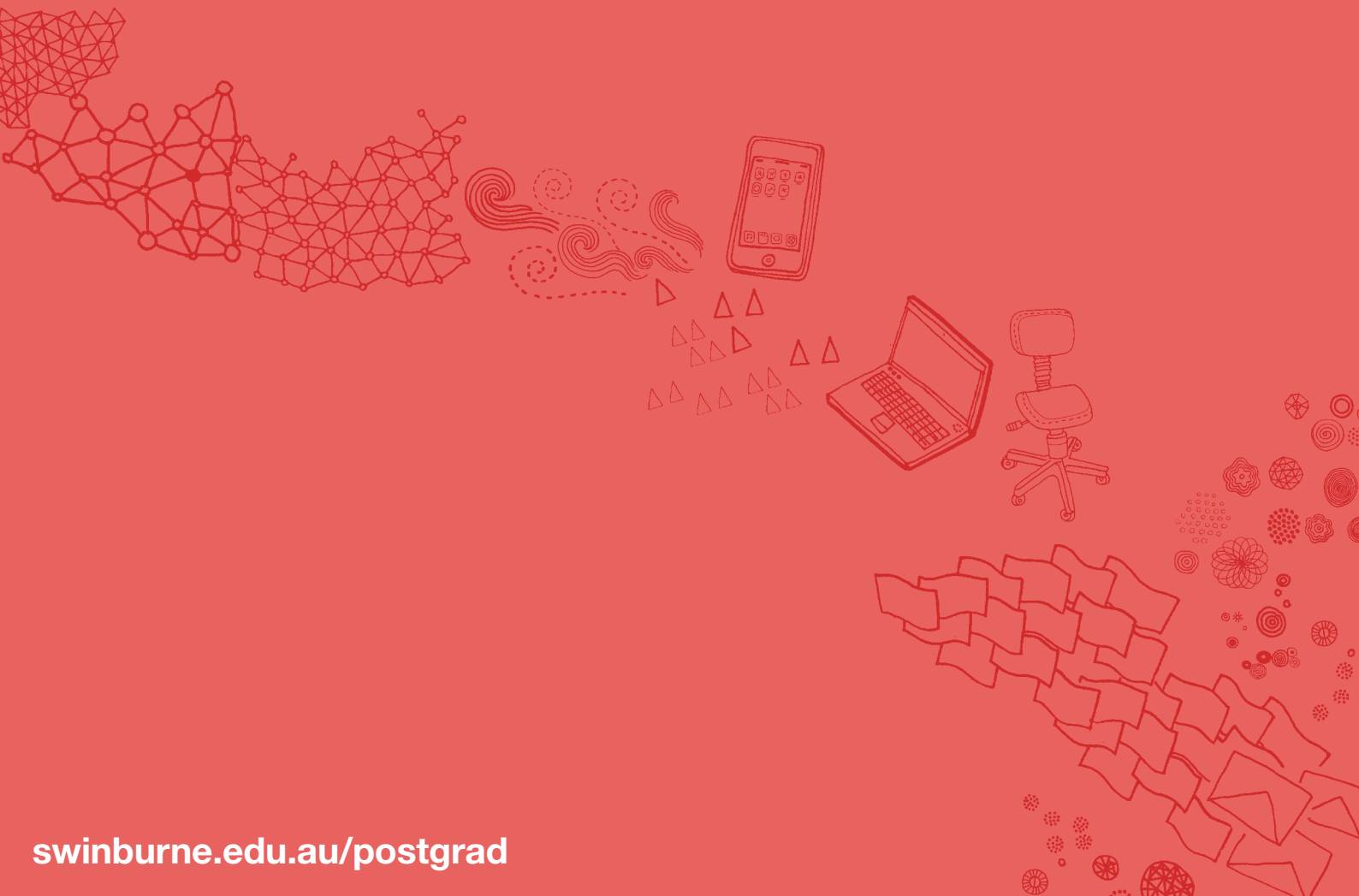


WHAT IS A BUSINESS' MOST VALUABLE ASSET?




POSTGRADUATE PROGRAMS AT AGSE

The Faculty of Business and Enterprise is a leading provider of business education in Australia, delivering undergraduate and postgraduate programs on campus in Australia as well as at a number of international locations including Vietnam and Malaysia. The faculty benefits from its strong links with employers and professional bodies, both locally and internationally, and our mission is focused on developing the business leaders of tomorrow.

The faculty is one of six academic faculties at Swinburne University of Technology, an innovative education institution with five campuses in Melbourne and one in Sarawak, Malaysia. Swinburne is ranked among the top universities in the world in both the prestigious Shanghai Jiao Tong University Academic Rankings and the Times Higher Education QS World University Rankings. Closer to home, Swinburne is rated the best university in Melbourne for teaching quality and graduate satisfaction (The Good Universities Guide 2010).

The Australian Graduate School of Entrepreneurship (AGSE) is the faculty's graduate school. The AGSE has been leading the delivery of postgraduate business and management education for more than 30 years, and is Australia's only graduate school dedicated to the development of entrepreneurs. We combine practical theory with experiential learning to develop entrepreneurial leaders and innovative thinkers who have the required knowledge and skills to succeed in an often turbulent and challenging environment.

The AGSE established the renowned AGSE International Entrepreneurship Research Exchange. This international premier conference is a forum for the exchange and celebration of entrepreneurship research undertaken around the world in a collegial spirit.



Our programs are underpinned by high quality research and teaching excellence. Learn from commercially experienced academics, in courses that are practical and relevant to industry.

MASTER OF COMMERCE (INTEGRATED HUMAN RESOURCE MANAGEMENT)

MASTER OF COMMERCE (HUMAN RESOURCE MANAGEMENT)

GRADUATE DIPLOMA OF COMMERCE (HUMAN RESOURCE MANAGEMENT)

GRADUATE CERTIFICATE OF COMMERCE (HUMAN RESOURCE MANAGEMENT)

Human resource management (HRM) has expanded as a critical area of business practice, through the continuous recognitions of its links with business strategy and profitability. Knowledge of HRM, no matter what your background, can help you and your organisation coordinate the productive use of its people to achieve business objectives.

If you are a human resources (HR) practitioner or wish to enter the profession, then this suite of courses is ideal for you. In this program you will develop advanced skills and knowledge in analysis, strategy, entrepreneurial thinking and organisational behaviour.

Master of Commerce (Integrated Human Resource Management)

A Master of Commerce (Integrated Human Resource Management) program by coursework/research is available.

As well as the requirements of the Master of Commerce (Human Resource Management) program, students must complete an additional 50 credit points of study, consisting of four approved elective units.

Career opportunities

Given the current context in which business enterprises operate, demand is high for strategically astute, outcome-focused, innovative and entrepreneurial HR practitioners who can demonstrate business acumen.

This course provides an avenue for graduates to gain theoretical and practical skills in HRM and business practices. As many participants may already be established in a business career, the key vocational outcomes will arise from better job performance and new opportunities opening up for graduates.

Admission requirements

In order to gain entry into the Master of Commerce (Human Resource Management) program applicants must have:

- Completed an approved undergraduate degree at credit level, from a recognised tertiary institution equivalent to a three-year Australian bachelor degree. Applicants who hold an approved undergraduate degree with less than a credit average must, in addition, submit a 500-word statement demonstrating their suitability for the program).
- Completed the Graduate Certificate of Commerce (Human Resource Management) with a credit average
- Completed the Graduate Diploma of Commerce (Human Resource Management) with a credit average in the final four units.

Special non-graduate entry

A special entry provision is available for those applicants who do not have an approved undergraduate degree, but have at least a minimum of five years approved work experience.

Program structure

The Master of Commerce (Human Resource Management) requires the satisfactory completion of 12 units of study. You can choose to exit the program at graduate certificate level (four units of study) or at graduate diploma level (eight units of study), subject to meeting pre/co-requisite requirements. The further studies component requires an additional 50 credit points of unit of study – see program plan below for specific units.

Location

The program is delivered at Swinburne's Hawthorn campus.

Program length

Master of Commerce (Human Resource Management) – 1.5 years full-time or equivalent part-time

Master of Commerce (Integrated Human Resource Management) – Two years full-time or equivalent part-time

Intakes

February, August

Units of study

GRADUATE CERTIFICATE UNITS	
BOH200	Recruitment and Selection
BOH300	Human Resource Development
BHRM001	Performance and Reward Management
BHRM002	Employee Relations

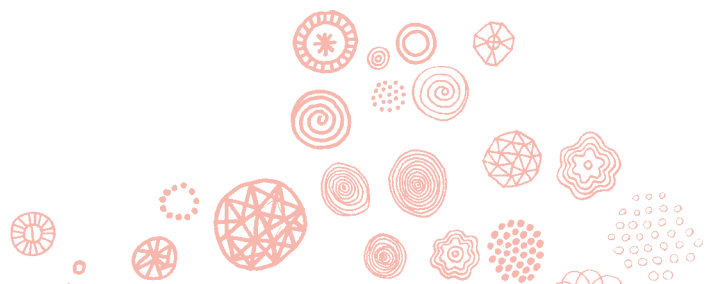
GRADUATE DIPLOMA UNITS	
HBH522	Managing People Across Cultures
HBH527	Leadership and Team Dynamics
HBH528	Ethics and Sustainability in Business and Society
HBH529	HRM Partnering in the Business Context

MASTER UNITS	
Option 1 (coursework)	
HBH620	Strategic HRM in the Business Context
HBH625*	Knowledge Management*
HBH627	Organisational Analysis*
HBH628	Business Transformation for Competitive Success*
Option 2 (coursework and research)	
HBH620	Strategic HRM in the Business Context
HBH629	Strategic Workplace Thesis Proposal*
HBH630	Strategic Workplace Thesis*
	Plus one of: HBH625, HBH627 or HBH628

MASTER OF COMMERCE (INTEGRATED HUMAN RESOURCE MANAGEMENT) UNITS
Select four elective units [#]

[#] These elective units can be undertaken from any of the units above marked with an asterisk (*) that have not already been completed in the program, or from other postgraduate programs offered at the faculty of Business and Enterprise or other Swinburne faculties, subject to approval by the Program Coordinator.

For specific unit and course information:
www.swinburne.edu.au/courses



BOH200 Recruitment and Selection

This unit is designed to enable you to identify critical policy and practical issues involved in recruiting staff in the current changing work environment. You will learn to identify the critical strategic policy issues in your own work environment and the competencies you need to enhance your performance as a manager of people, particularly in relation to the recruitment and selection of staff. You will also develop your interviewing skills as part of the program.

BOH300 Human Resource Development

You will gain an understanding of the nature and strategic importance of human resource development as an asset in achieving business objectives, and its role in solving business problems. This unit introduces theories and approaches to human resource development, including training needs analysis, learning within an organisation and career planning. You will develop training delivery skills through exposure to theories, practical tips and the actual experience of delivery.

BHRM001 Performance and Reward Management

You will learn how to critically analyse human resource management (HRM) systems and practices and gain awareness of current trends within HRM. As part of your studies, you will identify and collect relevant data to establish Human Resource Information Systems (HRIS). Topics include: a comprehensive introduction to HRM systems and practices; job analysis, evaluation and grading; reward and compensation management.

BHRM002 Employee Relations

Provides you with an understanding of the legislation related to HRM and develops the knowledge and skills necessary to effectively deal with industrial relations issues in the workplace. Topics include: employment law; contract law; the industrial relations framework in Australia; and conflict negotiation skills.

HBH522 Managing People Across Cultures

Develops an understanding of national, corporate and regional cultures as they impact on cross-cultural management. You will explore some of the challenges associated with managing people across cultures from a HRM perspective. Topics include: national and corporate culture – the meaning of culture; understanding and valuing differences; the group and the individual and the importance of status; international HRM – planning, recruiting and selecting; training and development; industrial relations; separation; expatriate problems and repatriation.

HBH527 Leadership and Team Dynamics

This unit analyses and applies research findings, practice and skills in regard to leadership and team dynamics. The main issues for discussion include: nature and importance of leadership; traits and characteristics of leaders; effective leadership behaviours and attitudes; leadership styles; power and politics; team dynamics; self-managing work teams; motivation and coaching; problem-solving and communication; conflict resolution; diversity; and leadership development.

HBH528 Ethics and Sustainability in Business and Society

This unit is project-based and aims to facilitate learning through individual and group activities, tasks and reflection. You will learn to analyse a variety of ethical frameworks, apply your knowledge of ethical and sustainability principles to management practices, communicate appropriate solutions to management and to persuade others to adopt ethical, responsible and sustainable practices.

HBH529 HRM Partnering in the Business Context

This unit aims to help you to understand how HRM can contribute to business effectiveness. You will develop an understanding of the HRM partnering process, the complexity of group and inter-group dynamics and gain some skills in consulting and facilitation. You will also learn to consider issues in developing HRM partner/client relationships and develop intervention skills in dealing with organisational issues like organisational change and resistance.

HBH620 Strategic HRM in the Business Context

This unit is designed to develop your understanding of corporate strategies; the integration of business, functional and HRM strategies; and the critical links between strategic planning, organisational change and people performance in achieving organisational success. You will consider the strategic choices available in the areas of staffing, performance evaluation, reward practices, management development and HR development, and learn to identify the HRM impacts of key business decisions such as acquisitions, mergers, downsizing, technological change and globalisation. You will also explore various theories of organisational change that may prove useful in the process of business strategy implementation.

HBH625 Knowledge Management

This unit develops an understanding of the theory and practice of knowledge management in organisations and as an intangible asset in the current knowledge economy. It aims to articulate the links between knowledge, learning and organisational change; and provide tools for designing, setting up and auditing a knowledge management project. It also reviews the integration of knowledge management and information technology applications.

Units of study outlines continued

HBH627 Organisational Analysis

You will learn to identify preferred ways of understanding organisations and your own HRM role, and how they influence your own managerial action, especially in relation to change and continuous improvement. This unit will increase your awareness of intergroup processes and how they impact the way HRM practitioners take up their roles. You will become familiar with some of the current theories about organising, managing and leading in HRM practice and learn to use a variety of 'frames' for analysing and understanding organisations.

HBH628 Business Transformation for Competitive Success

This unit aims to provide you with an overview of the concepts, theories and research findings in the field of change management and business transformation. It aims to demonstrate to you how change management is applied in practice in relation to groups and the overall organisation. It adopts an integrative, multidisciplinary approach to the teaching

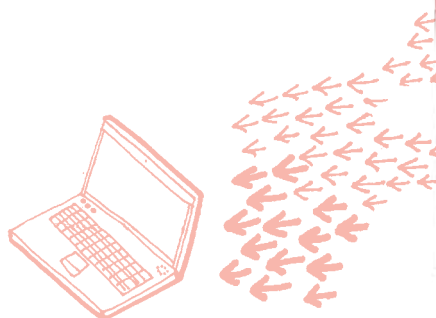
of change management. The focus on the case study approach brings alive the context and reality of change in business organisations and is a vehicle for the application of theory.

HBH629 Strategic Workplace Thesis Proposal

The development of the proposal in this unit will form the basis of your Workplace Research Project. You will become familiar with various methods of business research

HBH630 Strategic Workplace Thesis

This project enables you to draw together and utilise the concepts and skills learnt in the course and apply them to a HRM workplace issue that contributes to your chosen organisation's improvement. It aims to develop your capabilities through the application of strategically astute, outcome-focused, innovative and entrepreneurial solutions to real business issues.



David Solim

Strategic HR Senior Officer, PT RGM Indonesia

"Swinburne was my choice because it is a unique university in Australia which emphasises innovation, leadership, and entrepreneurship.

I chose this program because I believe the competitiveness of organisations in the future will depend more on their people; therefore there will be a greater demand for professionals in the human resource management area.

Not only have I learnt the most up-to-date organisation and management theories but also leadership and entrepreneurship skills. The knowledge – both theoretical and practical – that I have gained during my studies has aided me in planning, organising and designing human resource activities at my current workplace."



General information

Facilities

As a Swinburne student you will automatically gain access to a range of facilities and services. These include a well-resourced library, computer laboratories, fitness and health facilities, personal and career counselling, housing, employment and financial advice.

Fees

In 2011, tuition fees for this program are based on \$2100 per 12.5 credit point unit of study. In the event that a unit of study is derived from another program, the applicable fee will be that of the other program. All fees are reviewed each year and may increase without notice.

	Units	Fees
Graduate Certificate	4	\$8,400
Graduate Diploma	8	\$16,800
Master	12	\$25,200

FEE-HELP

FEE-HELP is a government funded loan that helps eligible fee-paying students pay their tuition fees. FEE-HELP is not available to New Zealand citizens and most holders of Australian permanent visas, however, it is available to Australian citizens and holders of a permanent humanitarian visa.

For further information visit: www.goingtouni.gov.au

English proficiency

Students whose first language is not English must provide evidence of advanced proficiency in written and spoken English:

- IELTS overall band of 6.5 (Academic Module) with no individual band less than 6.0; or
- TOEFL 575 with TWE score not less than 50; or
- Proof of previous recognised studies (e.g. bachelor degree) taught in English

Application procedure

If you are an Australian resident you can find application information and apply directly at www.swinburne.edu.au/postgrad

International students should apply through Swinburne International. For further information visit: www.international.swinburne.edu.au

Applications should be accompanied by:

- A certified copy of original transcripts of official results for previous academic qualifications
- Current résumé or curriculum vitae
- English language test score, if English is not your first language
- Certified copies of proof of identity as follows:
 - Australian citizens: birth certificate, or extract of birth certificate or Australian passport or Certificate of Australian Citizenship
 - Permanent residents: passport containing Permanent Resident visa label or a letter from DIAC indicating Evidence of Resident Status in Australia

Recognition of Prior Learning (RPL)

Credit may be granted to students based on the completion of relevant prior tertiary studies. We will make an assessment of your RPL in conjunction with your enrolment application so all supporting documentation needs to be supplied. Please note: units completed more than 10 years prior to enrolment at Swinburne are not admissible for RPL purposes.

Transition into Postgraduate Study (TPS)

The Transition into Postgraduate Study (TPS) orientation workshop is an interactive and fast-paced on-campus induction program for all commencing Faculty of Business and Enterprise postgraduate students. It gives you the opportunity to gain the knowledge and insight that would help you to hit the ground running when you start your course.

During the TPS program you will be warmly welcomed into the Swinburne community. You have the opportunity to meet your fellow students and academic staff, find out about the learning facilities available on-campus, and learn about how to manage the transition into a postgraduate learning environment.

International students

If you want to study at Swinburne but are not an Australian resident, telephone Swinburne International on (+61 3) 8676 7002 or 1800 897 973 from within Australia, or visit: www.swinburne.edu.au/international

Further information

Telephone: 1300 275 794
Email: postgrad@swinburne.edu.au
www.swinburne.edu.au/business/agse

Important semester dates

We take applications throughout the year. The semester start dates for 2011 are as follows:

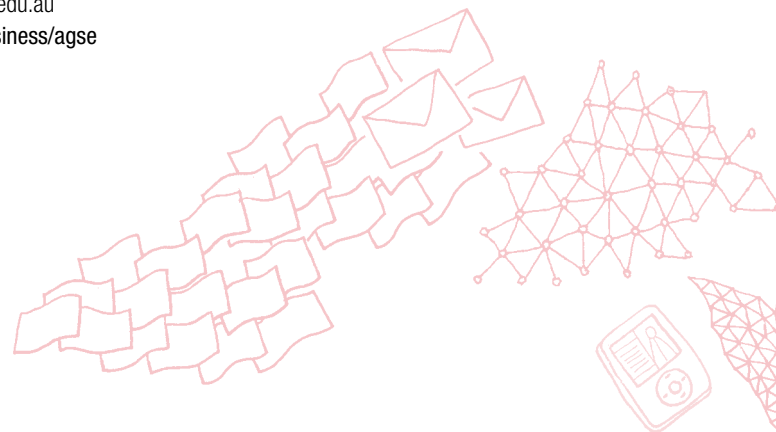
Semester 1

February intake	28 February 2011
Winter Term and Global Leadership Program	20 June 2011

Semester 2

August intake	8 August 2011
September intake (MBA and Global Leadership Program)	26 September 2011

These dates are correct at time of printing but are subject to change. For current semester dates: www.swinburne.edu.au/calendar



Where we are

Hawthorn campus
John Street,
Hawthorn Vic 3122

Lilydale campus
Melba Avenue,
Lilydale Vic 3140

Prahran campus
144 High Street,
Prahran Vic 3181

Questions?

1300 ASK SWIN
(1300 275 794)
www.swinburne.edu.au
postgrad@swin.edu.au

For information on
postgraduate events visit:
www.swinburne.edu.au/postgrad

CRICOS Provider Code: 00111D
The information contained in this course guide was correct at the time of publication, September 2010. The university reserves the right to alter or amend the material contained in this guide. The information in this guide does not apply to international students. For information about courses for international students please go to: www.international.swinburne.edu.au

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INFORMATION SESSIONS

Information sessions are held regularly throughout the year. They are a great opportunity to meet and talk to staff about your postgraduate study options.

The sessions help you understand what your chosen postgraduate program entails – what you can learn and what your study options are and where your qualification may take you.

For session dates visit
www.swinburne.edu.au/postgrad
or call us on 1300 ASK SWIN

