

# STUDENT ORIENTATION

## Master of Business Administration



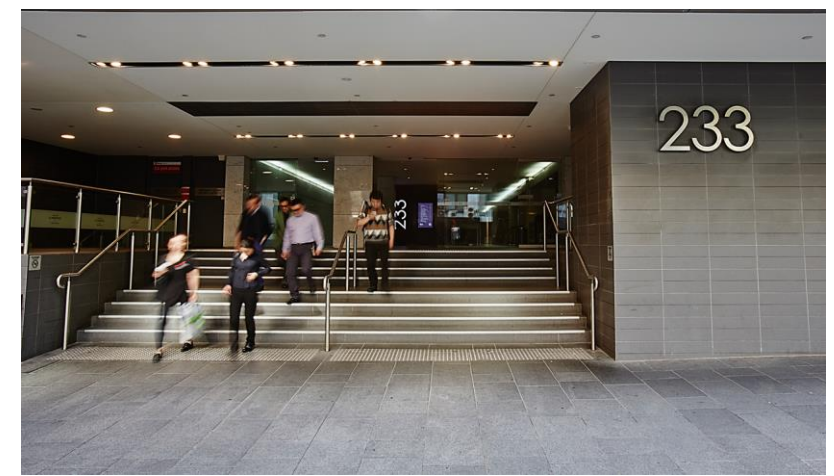
# Welcome to MBA Orientation

*Independent MBA Business  
School*

Melbourne, Sydney, Adelaide



**Melbourne Campus**  
Level 2, 222 Bourke St  
Melbourne VIC 3000



**Sydney Campus**  
Level 10 & 11 233 Castlereagh Street  
Sydney NSW 2000



**Adelaide Campus**  
137 Days Road  
Regency Park Adelaide, SA 5010



**Emeritus Professor Greg Whateley**  
**Deputy Vice Chancellor and CEO GCA Australia**

**Associate Professor Tom O'Connor**  
**Acting Executive Dean UBSS**  
**Program Director (Postgraduate Program)**

**Associate Professor Richard Xi**  
**Associate Program Director (Postgraduate**  
**Program) Sydney Campus**

**Associate Professor Aqeel Asad**  
**Acting Campus Director**  
**Adelaide Campus**

**Wajeaha Butt**  
**Postgraduate Administration Coordinator Sydney**  
**Campus**



# Today's Topics

- ◆ Overview
- ◆ Commitments
- ◆ The Master of Business Administration Program
- ◆ MBA Subject Selections
- ◆ Academic Integrity

# Introduction to UBSS

- ❑ UBSS is one of the largest MBA schools (6<sup>th</sup>) in Australia (MBA News, 2020 statistics).
- ❑ Mission  
UBSS launches careers for the entrepreneurs of the future
- ❑ Motto  
'International Education with an Australian Experience'.

# Introduction to UBSS

- ❑ This is a MBA business school offering Higher Education and Degree qualifications (MBA; B. Accounting; B. Business).
- ❑ UBSS is equipped with the state-of-the-art technology in subject delivery, online learning, and online services.



# Professional Accreditations





# Introduction to UBSS

## Our commitment:

It is the School's objective to prepare you to be work ready in the business world after completion of your degree.

This means we need **a commitment** from you!

# Your Commitment

- Attend all classes
- Complete and submit all assessments
- Be respectful and attentive in class
- Engage in class – asking questions and participating discussions
- Undertake at least 3 hours study outside of the class teaching hours
- Buy the text book
- Use the e-library

# Why study the UBSS MBA

We assist, help, guide, and support you to achieve your goal including:

- ❑ developing management skills and building up business expertise
- ❑ gaining knowledge and skills to foster and develop your ability in preparing/creating/building up your own business
- ❑ advancing professional career and pursuing new career development
- ❑ expanding business and professional network

# UBSS Master of Business Administration Program

## Entrepreneurial Focus

- ❑ We provide the learning environment for the entrepreneurs of the future.
- ❑ We offer specially designed entrepreneurship subjects for students interested in creating their own business.
- ❑ We also allow students to experiment and test their entrepreneurship skills through our Strategic Business Simulation Game.

# Master of Business Administration Program Structure

8 Core subjects + 8 specialized major subjects = 16 subjects (MBA degree)

## Core Subjects (8) – All Students:

MCR001 Economics (Online)

MCR002 Organizational Behaviour (F2F)

MCR003 Management Attributes & Skills (Online)

MCR006 Financial Management (F2F)

MCR007 Project Management (Online)

MCR004A Accounting Systems & Processes (F2F)

MCR008 Corporate Strategy (Online)

MCR009 Business Law (F2F)



# Master of Business Administration Program Structure

## Entrepreneur major subjects (8) – all F2F

MCR005 Clients and Markets

MCR010 Innovation & Commercialization

MHR001 Managing Workplace Relations

MHR002 Leading Innovation & Change

MCR011 Strategic Business Simulation

MCR012 Entrepreneurship Research Report

MKT001 Brand Development

MKT002 Marketing New Products

# Master of Business Administration Program Structure

## Accounting major subjects (8) – all F2F

MAC001A Financial Accounting & Reporting

MAC002 Accounting Information System

MAC003 Management Accounting

MAC004 Quantitative Methods

MAC005 Audit and Assurance

MAC006 Adv. Financial Accounting & Reporting

MAC007 Strategic Management Accounting

MAC008 Taxation Law

# Master of Business Administration Program Structure

## IT management major subjects (8) – all F2F

**MIT101 Business Analysis and Programming**

**MIT102 IT Networks and Cyber Security**

**MIT103 Managing Digital Transformation**

**MIT104 Information System In Practice**

**MHRIT002 Leading Innovation and Change in IT**

**MCRIT010 Innovation and Commercialization in IT**

**MCRIT011 IT Strategic Management**

**MCRIT012 IT Industry Research Project**

# MBA Subject Selections

**Three trimesters a year**

A preferable model we recommend for your study load: **3 + 3 + 2**

***Example:***

***Trimester 1:*** 3 subjects

***Trimester 2:*** 3 subjects

***Trimester 3:*** 2 subjects

**Take and complete the core subjects first before moving to a major**

# Subject Selection

## Subject selections:

- ❑ **When you access myGCA go to Student Services Online/Subject Selections**
- ❑ **There is a list of specific subjects for you to select**
- ❑ **Choose the subjects that are available and that most suit you**
- ❑ **Go to my 'personal timetable' to check your timetable detail**



# Learning System - Moodle

The Moodle (learning system) provides you with access to the subject information including:

- ❑ Subject Outlines
- ❑ Weekly Lecture (F2F and/or Webinars/Online classes)
- ❑ Lectures, tutorials and other learning materials
- ❑ Notes and information of your assessments
- ❑ Access and submission of assignments
- ❑ marks
- ❑ Lecture recordings (for online delivery class)

# Moodle

Please ensure you log on to Moodle for each subject you selected to start your subject learning

More detailed info can be found through your Student Central on the UBSS website.  
<https://www.ubss.edu.au/student-central/>

# Satisfactory Academic Progression

- Attend all Lectures
- Commit to the Subject
- Submit assessment on time and complete all assessments successfully
- Sufficient effort and time are essential
- Read the UBSS policy on satisfactory Academic Progress

# Academic & Learning Support

## Academic and learning support is available through:

- ❑ Your Lecturer and facilitator (subject study, class learning, assessment, and results etc.)
- ❑ The Student Learning Support team (help/support academic and non-academic issues/query and deferment, reduce study load etc.)
- ❑ Associate Program Director - Subject and academic performance advise, course/subject learning support, and other academic/learning queries
- ❑ Senior Program Admin Coordinator - Subject selections support and other academic administration and student queries

## UBSS online workshops (YouTube) for helping your learning and advancing your academic performance:

- ❑ Effective note taking in class - [https://www.youtube.com/watch?v=c\\_Tbsuz\\_yjM](https://www.youtube.com/watch?v=c_Tbsuz_yjM)
- ❑ Researching for an assignment - <https://www.youtube.com/watch?v=SDpDcHHN8Ag>
- ❑ Structuring an essay - <https://www.youtube.com/watch?v=EnVBqfRiBBg>
- ❑ Paragraphing in essay writing - <https://www.youtube.com/watch?v=Ws1hCljstpl>
- ❑ Preparing a presentation - <https://www.youtube.com/watch?v=OYb8qBjrruk>
- ❑ Avoiding Plagiarism - <https://www.youtube.com/watch?v=KI3-LKnmK7M>



# Credit Transfer

- ❑ A maximum of eight (8) subjects may be awarded to MBA candidates with recently completed graduate or honors studies from a recognized tertiary institution that are directly relevant to core or specialized subjects.
- ❑ Applications must be submitted by the end of 2<sup>nd</sup> week of your first trimester.
- ❑ **GCA Admissions Centre** processes all applications.

GCA Admissions: [admissions@gca.edu.au](mailto:admissions@gca.edu.au)

❑ Enquires: [info@gca.edu.au](mailto:info@gca.edu.au)

Phone: 1300 422 422

# Academic Integrity

*Academic Integrity is valued at UBSS.*

Academic misconduct at UBSS is overseen by the ACADEMIC INTEGRITY COMMITTEE that will apply penalties and sanctions for misbehavior.

Please ensure you are familiar with the ACADEMIC MISCONDUCT POLICY located on the UBSS website:

<https://www.ubss.edu.au/media/5097/academic-misconduct-policy-v16.pdf>

# Academic Integrity

**ACADEMIC INTEGRITY** is the expectation that students uphold the values of honesty, fairness and responsibility in their studies.



## Academic Misconduct takes many forms

Plagiarism	Reproducing the work of someone else without attribution. When a student submits their own work on multiple occasions this is known as <b>self-plagiarism</b> .
Collusion	Working with one or more other individuals to complete an assignment, in a way that is not authorised.
Copying	Reproducing and submitting the work of another student, with or without their knowledge. If a student fails to take reasonable precautions to prevent their own original work from being copied, this may also be considered an offence.
Impersonation	Falsely presenting oneself, or engaging someone else to present as oneself, in an in-person examination.
Contract cheating	Contracting a third party to complete an assessment task, generally in exchange for money or other manner of payment.
Data fabrication and falsification	Manipulating or inventing data with the intent of supporting false conclusions, including manipulating images.



# MBA TV (UBSS)



You can view to get all key information and academic advices about your MBA studies from Emeritus Professor Greg Whateley (DVC) on YouTube via:

<https://www.youtube.com/c/MBATVAUS>



How best to start an MBA in an overseas setting - Professor G MBA TV  
33 views · 1 year ago



What is an Articulated Pathway - Professor G MBA TV  
43 views · 1 year ago



WFA and the Digital Nomad- Professor G MBA TV  
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Why Graduation is important- Professor G MBA TV  
191 views · 2 years ago



What is Academic Integrity - Professor G MBA TV



Ticker TV Mike Loder talks to UBSS Emeritus Professor Greg Whateley about English...



The importance of staying in touch - Professor G MBA TV



What is an assessment rubric - Professor G MBA TV

# All the Best in your Studies and Welcome to UBSS

Don't forget to download your UBSS Mobile App and follow us on Social Media

