

MASTER OF COMMERCE (MARKETING/MANAGEMENT)

Dr Ben Neville

**WELCOME
TO THE
WORLD
CLASS**



THE PROGRAM

- The Master of Commerce (Management/Marketing) provides advanced-level studies in management and marketing on an internationally recognised pathway.
- The course provides a pathway to careers in areas including consulting, strategy, planning and business analysis.
- The course offers a pathway to an academic career through completion of a PhD.



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THE DISCIPLINE

- Why undertake advanced-level Management/ Marketing studies?
- Current trends in management & marketing research
- Career outcomes



THE PROGRAM DIRECTOR



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COURSE PLANNING

The **MBS Course Planning website** contains important study planning information for your program



VISIT THE COURSE PLANNING SITE FOR INFORMATION ON:

- Subject selection
- Class registration
- Advanced Standing
- Recommended study plans
- Student Support

fbe.unimelb.edu.au/students/mbs

GET THE MOST OUT OF YOUR STUDIES AT MBS

- Plan your studies
- Be an active learner
- Do your reading and class preparation
- Ask questions in class
- Participate in team activities
- Follow assessment guidelines
- Read your university emails - they contain important information
- Approach staff if you need help

REMEMBER:

- We want you to succeed and are here to facilitate your learning.
- The more you put in to your studies, the more you will get out!



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BE AN ACTIVE LEARNER

Workload

Every student should devote no less than **9 hours study per subject** per week outside of the classroom.

A full-time study load of 4 subjects per semester requires at least **48 hours study per week** (12 hours in class + 36 hours outside of class).

Study Skills

The University's **Academic Skills** team provide online resources, workshops and individual tutorials to improve your study skills and help you reach your academic potential.

Visit the website for more information: services.unimelb.edu.au/academicskills

Suggested study plan: Master of Commerce (Management)

SEMESTER 1	
Foundations in Qualitative Methods	FOUNDATION
Foundations in Quantitative Methods	FOUNDATION
Organisation Research Decisions & Design	FOUNDATION
Advanced management subject	CORE

The Master of Commerce (Management) is an 18 month full-time or 36 month part-time program consisting of 3 foundation subjects, one advanced level methods subject, two core Management constrained choice subjects, four elective subjects and the (double subject) Research Report.

SEMESTER 2	
Research Report	CORE
Advanced methods subject	CORE
Advanced management subject	CORE
Advanced management or marketing subject	ELECTIVE

SEMESTER 3	
Research Report	CORE
Advanced management or marketing subject	ELECTIVE
Elective	ELECTIVE
Elective	ELECTIVE

Suggested study plan: Master of Commerce (Marketing)

SEMESTER 1	
Foundations in Qualitative Methods	FOUNDATION
Foundations in Quantitative Methods	FOUNDATION
Organisation Research Decisions & Design	FOUNDATION
Advanced marketing subject	CORE

The Master of Commerce (Marketing) is an 18 month full-time or 36 month part-time program consisting of 3 foundation subjects, one advanced level methods subject, two core Marketing constrained choice subjects, four elective subjects and the (double subject) Research Report.

SEMESTER 2	
Research Report	CORE
Advanced methods subject	CORE
Advanced marketing subject	CORE
Advanced management or marketing subject	ELECTIVE

SEMESTER 3	
Research Report	CORE
Advanced management or marketing subject	ELECTIVE
Elective	ELECTIVE
Elective	ELECTIVE

ELECTIVE SUBJECTS

Master of Commerce (Management/Marketing) students complete 4 electives including:

2 Advanced Master-level subjects:

Advanced International Business
Advanced Human Resource Management
Advanced Management Theory
Advanced Operations Management
Advanced Organisational Behaviour
Advanced Strategic Management
Advanced Consumer Behaviour
Advanced Marketing Management

& Two subjects chosen from any of our Masters-level subject offerings or from outside the department with program director approval.

Elective options

TIPS ON CHOOSING ELECTIVES

- Identify the subjects you have an interest in
- Check pre-requisite requirements
- Challenge yourself!



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Contacting Academic Staff

Program Director

Dr Ben Neville

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P: 8344 1907

Subject coordinators

- **Subject co-ordinators** will advise you on how you can contact them and/or what their consultation times are in the first week of classes
- **Staff** email addresses can be found using the University's online directory
directory.unimelb.edu.au

STOP 

Your student services
online, on the phone and in person



Find all of your
Uni info online

 students.unimelb

Comprehensive website for
current students at Melbourne



Check our FAQs
or ask online

 ask.unimelb

University's knowledge database



Join a chat

9am – 7pm
Monday to Friday



Call us

13 MELB (13 6352)

Outside Australia: +61 3 9035 5511

9am – 5pm
Monday to Friday



Visit us from 9am – 5pm, Monday to Friday

Stop 1 at PARKVILLE

All students

757 Swanston Street
(Main entrance off Grattan Street)

Stop 1 at SOUTHBANK

VCA and MCM students only

234 St Kilda Road, Southbank
(Elisabeth Murdoch Building)

**Health and Wellbeing
services**

All students

138 Cardigan Street, Carlton

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UPDATES
ONLINE**

FOLLOW US FOR THE LATEST UPDATES:



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firstyearatunimelb

My Unimelb

My Unimelb is your personal portal to your enrolment (study plan) and email. It can be accessed at my.unimelb.edu.au using your University email account username and password.

After your have completed your online enrolment, you can use My Unimelb to register for classes, change subjects and even update your address details.

The screenshot shows the my.unimelb.edu.au student portal. At the top left is the University of Melbourne logo. The main heading is "my.unimelb.edu.au". Below this is a "Welcome to the University of Melbourne's student portal" section. It includes a brief introduction, a list of features you can manage (enrolment, exam timetables, library, careers, social media), and a "Log on to my.unimelb" button. To the right is a "System status" box indicating all systems are working. Below the welcome section is a "Key features" grid with icons and descriptions for: Customise your view, Emails & calendar, Notices, Student admin, Library, Campuses & services, Mobile site, Research, and Learning space. At the bottom, it says "And more coming soon..." with icons for mobile, research, and learning space.

© University of Melbourne

my.unimelb.edu.au

Welcome to the University of Melbourne's student portal

The student portal provides a single place for you to access all the information you need to enjoy and undertake studying at the University of Melbourne.

You can view and manage your personal and enrolment details, check your exam timetable and results, manage your library borrowing, access careers and accommodation information as well as follow University news and activities on social media sites like Facebook.

If you are unable to log in, please go to <http://accounts.unimelb.edu.au> and reset your password. If you continue to experience difficulty, please contact 13 MELB (13 6362).

If you are a University of Melbourne staff member responsible for managing my.unimelb please visit the [Support Portal](#).

[Log on to my.unimelb](#)

System status

All students systems are currently working

[View system status details](#)

Key features

- Customise your view**
Tailor my.unimelb screens to view what matters to you in the order you want.
- Emails & calendar**
Access your university emails and calendar right from my.unimelb.
- Notices**
Receive messages from the university specifically targeted to you based on your degree, studies, campus, etc.
- Student admin**
Manage your enrolment, view information regarding your timetable, exams, results, graduation, fees and much more.
- Library**
View and manage your University of Melbourne library borrowings, search the catalogue and access the main library services available to students.
- Campuses & services**
Get quick access to all the campuses maps and services available to students regarding accommodation, careers, health & wellbeing, etc.
- Mobile site**
Access my.unimelb on the go with a site especially made for mobile devices like iPhones and Android phones.
- Research**
Available to Postgraduate Research students only. Manage your research details and workflow and access information about funding, scholarships, etc.
- Learning space**
Learning space provides a range of online tools to support your studies.

And more coming soon...

CREATING YOUR CLASS TIMETABLE

- Students must enrol in subjects for the whole year
- Once enrolled, you must register in classes for Semester 1
- To register, log into the student portal my.unimelb.edu.au and select your preferred classes from the options available

Trouble
registering in
classes?



PLEASE NOTE:

- If you are unable to register for an elective because classes are full or clash with another subject, you must choose a different elective.
- If you are unable to register for a compulsory subject because classes are full or clash with another compulsory subject, log a registration enquiry.

Log a **CREM** Request:
students.unimelb.edu.au/admin/registration

ADVANCED STANDING

What is Advanced Standing?

Students who have completed **undergraduate-level** subjects that are equivalent to compulsory MBS subjects (foundation or core subjects), may be granted subject **exemptions**. This does not reduce the number of subjects a student must complete, but allows them to take electives in place of the exempted subjects.

Students who have completed **graduate-level** studies that are equivalent to compulsory MBS subjects may be offered **credit**. Credit **does** reduce the number of subjects a student must complete.

If you have been granted Advanced Standing:

- This will be stated in your letter of offer for the program
- If you have received an exemption, contact Stop 1 to have the exempted subject replaced with an elective



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ADVANCED STANDING

All students are assessed for advanced standing when they apply for admission to an MBS program.

If you haven't received advanced standing but believe you *are* eligible, you may submit an application for a second assessment online:

students.unimelb.edu.au/admin/credit

IMPORTANT: Applications for advanced standing should only be submitted once, prior to commencing your program.

Application requirements

Applications for advanced standing must include the following supporting documentation:*

- Academic transcripts
- Detailed subject outline/s from a published university source (e.g. university handbook) for the year you completed the subject.
- Documents in a language other than English must be translated by a certified professional translator.

*Students who completed their prior studies at UoM do not need to submit supporting documentation.



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STUDENT CARD

You will need a UoM student card for administrative transactions, proof of identification for exams, access to study spaces and your library account. You should have your student card with you whenever you are on campus.

How to get your student card

You will need to:

1. Complete your course enrolment, including enrolling into subjects.
2. Upload your photograph via the CaptureME portal.
3. Wait for a confirmation email (this can take up to 24 hours). The email will let you know how to receive your student card (i.e. via post or collection).

Further information: students.unimelb.edu.au/admin/student-card



QUESTIONS?

