

Victoria Management School

MBUS 203 Maori Small Business

Trimester Two 2010

COURSE OUTLINE

Contact Details

Course Coordinator

Matene Love

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Lecturers

Professor Ngatata Love

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Administrator

Tania Loughlin

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Teaching Period: Monday 12th July – Tuesday 12th October 2010

Class Times and Room Numbers

Tuesday 9.30 -11.20 RWW 413

Programme-related Learning Objectives

This programme will provide students opportunity:

- to develop oral, written and IT-related communication skills
 - through active participation in tutorial and class discussion
 - through the development and presentation of oral and written reports, using narrative, rhetoric and diagrammatic and other schema as forms of presentation
 - through formal and informal classroom debate
- to develop critical and creative thinking skills
 - through exercises and assignments requiring analysis, evaluation, interpretation and synthesis
 - through debate and classroom discussion
- to develop leadership skills
 - through structuring independent study: a project activity, a practicum, an internship etc
 - through leading a tutorial, project or group exercise
 - through fulfilling spokesperson duties, reporting on a group's activities or ideas to a class

Specific Course-related Student Objectives

This course has several objectives. These enable the student:

- To develop an understanding of entrepreneurship and the small business sector, and how important it is to the overall New Zealand economy;
- To develop an understanding of the key concepts that relate to small business start up including the importance of business planning;
- To examine the current and future contribution of Maori to small business sector in New Zealand;
- To examine how and why Maori small business is viewed as a key growth area towards Maori economic development; and
- To examine management systems appropriate to organisations established to utilise existing and future Maori resource bases

Course Content

This paper examines the fundamentals of small business start-up, particularly that of Maori enterprises. It examines management systems appropriate to organisations established to utilise existing and future Maori resource bases. In particular, it deals with issues relevant to Maori provider enterprises created to deliver social and economic services.

Expected Workload .

Students can expect the workload to be approximately 15hrs per week including both scheduled contact time (lectures, tutorials, workshops) and outside class.

Readings

There is no textbook for this course. Readings and case materials will be distributed during the course. Students are expected to read the assigned readings before the lectures (refer to Course Schedule).

Recommended readings include:

Entrepreneurship and Small Business Management in New Zealand by Claire Massey, 2005, Pearson Education New Zealand

Small and Medium-sized Enterprises – A New Zealand Perspective by Alan Cameron and Claire Massey, 1999, Addison Wesley Longman NZ Ltd, 46 Hillside Road, Auckland 10,

Additional reading will occasionally be given out. These should be inserted into your folders.

Students are also encouraged to access the following website

Te Puni Kokiri

www.tpk.govt.nz

This website provides access to current government initiatives, speeches and legislation relevant to Māori and contains a substantive link to relevant sites within New Zealand and around the world.

Materials and Equipment

There is no extra material or equipment required for this course

Course Requirements

MBUS 203 is 100% internally assessed. Assessment aims to test a variety of skills and enable students to exhibit their diverse strengths.

To meet the requirements for MBUS 203, students are required to:

- Sit and submit the review test;
- Complete **ALL** assignments by the due dates and attain at least a C average;
- Participate in the lectures and tutorials; and
- Attend and participate in the one-day workshop.

Assessment	%	Length	Due Date
1. Assignment	30	(2000 words)	3 August 2010 4pm
2. Case Study Report	45	(2500 words)	28 September 2010 4pm
3. One-day Workshop	5	All day	9 August 2010
4. Review Test	20	90 minutes	12 October 2010

Your assessed work may also be used for quality assurance purposes, such as to assess the level of achievement of learning objectives as required for accreditation and audit purposes. The findings may be used to inform changes aimed at improving the quality of FCA programmes. All material used for such processes will be treated as confidential, and the outcome will not affect your grade for the course.

One Day Workshop: Students will be expected to attend and participate in the MBUS 203 one-day workshop. Exemption from this workshop will only be given in extreme circumstances. If you anticipate you will have a problem attending the workshop, please contact the course coordinator before the workshop.

Penalties

Assignments: Any assignments that are handed in late will receive a penalty loss of 5% for every day after the due date.

Workshop: 5% will **NOT** be awarded towards final marks if you are not at the workshop, even if you have been excused from attending.

Requirements for Written Work

Marking

Staff aim to mark assignments promptly and return them to you in plenty of time for you to utilize the feedback in preparing your next assignment. Markers look for professionally presented work displaying a thorough understanding of the topic, a strong argument supported by sound evidence (appropriately referenced) and an ability to evaluate material.

The following broad indicative characterisations of grade will apply in grading:

A+	excellent performance in all respects
A	excellent performance in almost all respects
A-	excellent performance in many respects
B+	very good, some aspects excellent
B, B-	good but not excellent performance
C+, C	work satisfactory overall but inadequate in some respects
D	poor performance overall, some aspects adequate
E	well below the required standard
K:	Failure to achieve mandatory course requirements and have not achieved at least an average "C" over all the assessment. Note this is a failing grade.

A mark of 50 is a pass and indicates an adequate performance. Most students will meet an 'acceptable' standard of work throughout the year and a number will maintain an excellent standard. There are no "quotas" on any of these categories, so make use of the information available to you, and aim for the top.

Assignment marks will be sent to you via email and posted on the notice board located on the Mezzanine Floor, Rutherford House.

Presentation

All assignments should be typed and double-spaced with an adequate margin on the left-hand side of the page for markers' comments. Write on only one side of the page.

Handing in of Assignments

Assignments should be submitted, in hard copy in hard copy form in the **assignment Box 11** on the Mezzanine floor. Assignments received after that time will be deemed to be late, and must be handed to Reception, Level 10, Rutherford House.

All Hand-Ins should have: an Assignment Cover Sheet stating your name, the course name, lecturers name, assignment name and number, a word count and due date. You should also put page numbers on each page, and use in-text referencing and include a list of references at the end. Preferred referencing style is APA system. You can access the information from the online VUW library site (<http://www.vuw.ac.nz/library/resources/virtualref.shtml#style>)

Students will prepare two copies of each hand-in and keep the second copy for their own reference. Students must also keep an electronic copy.

Communication of Additional Information

Additional information or any changes to this course will be conveyed to students either during lecture times, via email or postings on the noticeboard Mezzanine Floor Rutherford House.

Use of Turnitin

Student work provided for assessment in this course may be checked for academic integrity by the electronic search engine <http://www.turnitin.com> Turnitin is an on-line plagiarism prevention tool which compares submitted work with a very large database of existing material. At the discretion of the Head of School, handwritten work may be copy-typed by the School and subject to checking by Turnitin. Turnitin will retain a copy of submitted materials on behalf of the University for detection of future plagiarism, but access to the full text of submissions will not be made available to any other party.

Withdrawal from Courses:

Your fees will be refunded if you withdraw from this course on or before **23 July 2010**

The last date for withdrawal from this course (*assuming it has 12 weeks of lectures, otherwise modify accordingly*) is the three-quarter point of the teaching period, i.e. **Friday 24 September**. After that date, permission to withdraw requires the permission of the Associate Dean (Students) as set out in section 8 of the Personal Courses of Study Statute

<http://policy.vuw.ac.nz/Amphora!~~policy.vuw.ac.nz~POLICY~000000001743.pdf>

To apply for permission, fill in the Late Withdrawal form available from either of our Student Customer Service Desks. Information available via

Withdrawal dates: Late withdrawals with Associate Dean (Students) permission
(See Section 8: Withdrawals - from the Personal Courses of Study Statute)

<http://policy.vuw.ac.nz/Amphora!~~policy.vuw.ac.nz~POLICY~000000001743.pdf>

Withdrawal dates: refunds:

<http://www.victoria.ac.nz/home/admisenrol/payments/withdrawalsrefunds.aspx>

Class representative

A class representative will be elected in the first class, and that person's name and contact details will be available to VUWSA, the Course Coordinator and the class. The class representative provides a communication channel to liaise with the Course Coordinator on behalf of students.

For the following important information follow the links provided:

Academic Integrity and Plagiarism

<http://www.victoria.ac.nz/home/study/plagiarism.aspx>

General University Policies and Statutes

<http://www.victoria.ac.nz/home/about/policy>

AVC (Academic) Website: information including: Conduct, Academic Grievances, Students with Impairments, Student Support

http://www.victoria.ac.nz/home/about_victoria/avcacademic/Publications.aspx

Faculty of Commerce and Administration Offices

<http://www.victoria.ac.nz/fca/studenthelp/>

Manaaki Pihipihinga Programme

http://www.victoria.ac.nz/st_services/mentoring/



Victoria Management School

MBUS 203 Individual Assignment Cover Sheet

Name: _____ Student ID: _____

Tutor's Name: _____ Tutorial Number: _____

Tutorial Day: _____ Tutorial Time: _____

Date Due: _____ Date Submitted: _____

*I have read and understood the university policy on Academic Integrity and Plagiarism.
I declare this assignment is free from plagiarism.*

Signed: _____

Extension of the due date (*if applicable*)

Please attach a copy of the note authorising your extension.

Date extension applied for: _____

Extension granted until: _____

Extension granted by: _____