

School of Management

MBUS 203 Maori Small Business

Trimester Two 2012

COURSE OUTLINE

Contact Details

COURSE COORDINATOR

Matene Love

Room: RH 1001, Rutherford House

Phone: 463 6020

Email: matene.love@vuw.ac.nz

Website: www.vuw.ac.nz/vms

ADMINISTRATOR

Tania Loughlin

Room RH1022, Rutherford House

Phone: 463 5358

Email: tania.loughlin@vuw.ac.nz

Class Times and Room Numbers

Thursday 12.40pm -2.30pm

RWW 129

Trimester Dates

Teaching Period: Monday 16 July – Friday 19 October

Study Period: Monday 22 October – Thursday 25 October (Monday 22 October is a public holiday, Labour Day)

Examination Period: Friday 26 October – Saturday 17 November (inclusive)

Withdrawal from Course

1. Your fees will be refunded if you withdraw from this course on or before 27 July 2012.
2. The standard last date for withdrawal from this course is 28 September 2012. After this date, students forced to withdraw by circumstances beyond their control must apply for permission on an '*Application for Associate Dean's Permission to Withdraw Late*' including supporting documentation. The application form is available from either of the Faculty's Student Customer Service Desks.

Course Content

This paper examines why small business is so important to the New Zealand economy, the fundamentals of small business start-up, the current and future contribution of Maori to the small business sector and where future growth in the small business sector will come from.

Course Learning Objectives

By the end of this course, students should be able to:

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

Course Delivery

This course is structured around a series of lectures, case studies, class debates and where relevant, video materials.

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.

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:

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

Assessment	%	Length	Due Date
1. Assignment	35	(2000 words)	3 August 2012 4pm
2. Case Study Report	45	(2500 words)	3 October 2012 4pm
3. Review Test	20	90 minutes	18 October 2012

Quality Assurance Note

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 VBS programmes. All material used for such processes will be treated as confidential, and the outcome will not affect your grade for the course.

Penalties

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

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.

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 form in **Box 11** located 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, lecturer's 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.

Office hours

The course coordinator will be available for consultation during office hours:

Thursday 11.30am – 12.30pm

Thursday 2.30pm – 3.30pm

Should you wish to see the course coordinator during these hours, please email to make an appointment.

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.

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

Find key dates, explanations of grades and other useful information at

www.victoria.ac.nz/home/study

Find out about academic progress and restricted enrolment at

<http://www.victoria.ac.nz/home/study/academic-progress.aspx>

The University's statutes and policies are available at www.victoria.ac.nz/home/about/policy, except qualification statutes, which are available via the Calendar webpage at

<http://www.victoria.ac.nz/home/study/calendar.aspx> (See Section C).

Further information about the University's academic processes can be found on the website of the Assistant Vice-Chancellor (Academic) at

www.victoria.ac.nz/home/about_victoria/avcacademic/default.aspx

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/>

Te Putahi Atawhai

Maori and Pacific Mentoring Programme

http://www.victoria.ac.nz/st_services/tpa/index.aspx