

Department of
Business Services
& Management

Higher Diploma in

Transport and Logistics Studies

Course booklet 03/04



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Departmental Information

<u>Name</u>	<u>Room</u>	<u>Telephone</u>
Ms. Evon Ying	B414	24368466
Mr. Jonathan Yeung	B414	24368472
Mr. Antonio Wong	B414	24368473
Mr. Frederick Ku	B414	24368467
Mr. Johnny Chiu	B414	24368468
Ms. Judy Ng	B414	24368469
Dr. Chris Lui	B414	24368479
Mr. K C Lam	B414	24368471
Mr. Alfred Yu	B414	24368486
Ms. Alice Mok	B414	24368475
Ms. Cherry Chan	B414	24368487
Ms. Karen Lam	B414	24368489
Mr. Lison Leung	B414	24368475
Mr. Lupin MK Yiu	B414	24368482
Dr. Raymond Kan	B414	24368482
Mr. Thomas Chan	B414	24368479
Mr. WH Chan	B414	24368481
Ms. Cindy Chiu	B414	24368489
Ms. Elsa Yeung	B414	24368476
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Mr. Banny Ma	B414	24368486
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Ms. Florence Chu	B414	24368647
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Mr. Leonard Kwan	B414	24368487
Mr. Samuel Ko	B414	24368477
Mr. Steve Man	B414	24368477
Ms. Vincy Chan	B414	24368631
Mr. Ben Wong	B414	24368484
Ms. Carmen Sum	B414	24369423
Ms. Christine Ling	B414	24368484
Mr. Chow Kwok Tung	B426	24359420
Mr. Sam Shum	B426	24359425

Technical Supporting Staff

<u>Name</u>	<u>Room</u>	<u>Telephone</u>
Mr. Chan Kun Keung	B401	2436 8429
Mr. Li Chi Wah	B401	2436 8429
Mr. Poon Kai Yuen	B401	2436 8429
Ms. Yim Ming Lut	B426	2435 9429

Administrative Staff

<u>Name</u>	<u>Room</u>	<u>Telephone</u>
Ms. Irene Wong	B414	2436 8470
Ms. Joyce Tang	B414	2436 8460
Ms. Karman Leung	B414	2436 8459
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Term-time Opening Hours: Monday - Friday 8:30 a.m. to 6:30 p.m.
Saturday 9:00 a.m. to 12:00 noon

1. Course Information

Course Leader of HD in Transport & Logistics Studies

Mr. Jonathan Yeung
Room No. B414g
Telephone No. 2436 8472

Deputy Course Leader

Mr. K.C. Lam
Room No.: B414f
Telephone No.: 2436 8471

First Year Coordinator

Dr. Chris Lui
Room No.: B414
Telephone No.: 2436 8479

Year Tutors

<u>Year</u>	<u>Tutor</u>	<u>Telephone</u>
1	Mr. Lupin Yiu	2436 8482
2	Dr. Raymond Kan	2436 8483
3	Mr. K.C. Lam	2436 8471

Year 1 Personal Tutors

<u>Class</u>	<u>Tutor</u>	<u>Telephone</u>
1TLS1a	Mr. Ben Wong	2436 8484
1TLS1b	Mr. Steve Man	2436 8477
1TLS1c	Ms. Anita Leung	2436 8781
1TLS1d	Ms. Elsa Yeung	2436 8476

Stage 1 Module Leaders

Module

Business Accounting 1 & 2
Business Economics
Business Information Analysis
Business Management
Business Software Applications 1 & 2
Chinese Communications
Creativity, Action and Service
English & Communication for Business 1A & 1B
Integrated Studies
Marketing

Leader

Mr. Lison Leung
Ms. Florence Chu
Mr. Banny Ma
Dr. Chris Lui
Ms. Laura Choi
Ms. Salin Wong
Ms. Cindy Chiu
Ms. Susan Elizabeth Croft
Ms. Cindy Chiu
Mr. Johnny Chiu

Stage 2 Module Leaders

Module

Business English
China Business Studies
Import & Export Procedures & Documentation
Information Systems for Transport and Logistics
Logistics Management
Management Accounting & Finance
Managing Transport Operations
Quality & Project Management
Shipping Practices

Leader

Ms. Susan Elizabeth Croft
Mr. K.C. Lam
Dr. Raymond Kan
Mr. Thomas Chan
Mr. Lupin Yiu
Mr. Antonio Wong
Mr. K.C. Lam
Mr. Banny Ma
Mr. Jonathan Yeung

Stage 3 Module Leaders

Module

Business Communication
Contemporary Issues for Transport & Logistics
Human Resources Management
Law of Business and Carriage
Project (Higher Diploma)
Transport Economics
International Logistics Management (elective)
Operations Analysis for Transport and Logistics (elective)

Leader

Ms. Judy Ng
Mr. Jonathan Yeung
Dr. Chris Lui
Ms. Karen Lam
Ms. Judy Ng
Mr. Lupin Yiu
Mr. K.C. Lam
Dr. Raymond Kan

Course Duration

Three years (stages) of full-time study. The term “stage” means one academic year.

Student Contact Hours

Stage 1	645	Hours
Stage 2	555	Hours
Stage 3	495	Hours

Module Value

Stage 1	10.75
Stage 2	9.25
Stage 3	8.25

2. Objectives of the Course

The general aim of the course is to provide students with the academic, technical and management skills for a career in the field of transport and logistics. They will have the skills to function as professionals in transportation & logistics within commerce, industry and the public sectors.

The specific objectives of the courses are to:

- provide a good academic foundation for the disciplines of transport and logistics management and to understand the integration of these disciplines in modern business;
- enable students to develop approaches to defining, analyzing and solving problems;
- enable students to discharge their duties objectively, independently, ethically, competently and constructively; and
- develop realism and practicality as foundations for good business judgment and enhanced communication skills, both oral and written.

Department of Business Services Management HKIVE (TY)
Business Services Subject Group
Higher Diploma in Transport and Logistics Studies - Course Booklet 03/04

3. Curriculum Outline and Assessment Mode (for 2003/04):-

Year 1

Module	Semester		Contact Hours / Duration	Module Value	CA (%)	EXAM (%)
	S1	S2				
Business Accounting 1	S1		60	1	40	60
Business Software Applications 1	S1		45	0.75	100	
Integrated Studies	S1		60	1	100	
Marketing	S1		45	0.75	40	60
Business Economics	S1		60	1	40	60
English & Communication for Business 1A	S1		30	0.5	100	
Business Information Analysis		S2	60	1	40	60
Business Accounting 2		S2	60	1	40	60
Business Software Applications 2		S2	45	0.75	100	
Business Management		S2	45	0.75	40	60
English & Communication for Business 1B		S2	30	0.5	100	
Creativity, Action and Service		S2	60	1	100	
Chinese Communications	S1	S2	45	0.75	100	
Total :			645	10.75		

Year 2

Module	Semester		Contact Hours / Duration	Module Value	CA (%)	EXAM (%)
	S1	S2				
Quality & Project Management	S1		60	1	100	
Import & Export Procedures & Documentation	S1		60	1	40	60
Logistics Management	S1		60	1	40	60
Management Accounting & Finance		S2	60	1	40	60
Information Systems for Transport & Logistics		S2	60	1	100	
Shipping Practices		S2	60	1	40	60
China Business Studies	S1	S2	45	0.75	100	
Business English	S1	S2	60	1	100	
Managing Transport Operations	S1	S2	90	1.5	40	60
Total :			555	9.25		

Year 3

Module	Semester		Contact Hours / Duration	Module Value	CA (%)	EXAM (%)
	S1	S2				
International Logistics Management (Elective)	S1		60	1	40	60
Operations Analysis for Transport & Logistics (Elective)	S1		60	1	40	60
Human Resources Management		S2	45	0.75	40	60
Transport Economics		S2	60	1	40	60
Business Communication	S1	S2	60	1	100	
Project (Higher Diploma)	S1	S2	90	1.5	100	
Contemporary Issues for Transport & Logistics	S1	S2	90	1.5	100	
Law of Business and Carriage	S1	S2	90	1.5	40	60
Total :			495	8.25		

CA = Continuous Assessment

4. Submission of Assignments

Students are required to submit their assignments on time according to the date and time set by the module lecturers. The Department has the following late submission penalties:

Deadline exceeded by	Outcome
1 calendar day	Marks will be reduced by 20%
2 calendar days	Marks will be reduced by 50%
3 calendar days	Assignment will not be accepted

5. External Recognition

The department is continuously seeking recognition and exemption with professional bodies and universities both in and outside Hong Kong to maximize graduates' opportunities for further academic and professional qualifications.

Graduates can receive the following exemptions:

- **Open University of Hong Kong**

HDTLS graduates are given advanced standing of 50% of credit points towards the Bachelor of Business Administration BBA / Bachelor of Business Administration BBA (Hons) in different disciplines.

- **Oxford Brookes University of UK**

HDTLS graduates can progress into the final year of BA (Hons) in International Business Management.

- **Leeds Metropolitan University of UK**

HDTLS graduates can progress into a full-time, one-year top-up degree course leading to a BA(Hons) in Business and Management. The one-year top-up degree course is offered in IVE Chai Wan campus.

- **Middlesex University of UK**

HDTLS graduates can progress into a PT programme for BA (Hons) in Work Based Learning (Transport and Logistics) Studies in Hong Kong.

- **University of Northumbria at Newcastle, UK**

1) HDTLS graduates can progress into a part-time, two-year top-up degree course leading to a BA(Hons) in International Business Administration. The part-time, two-year top-up degree course is offered in IVE Chai Wan campus.

2) HDTLS graduates can progress into a full-time, one-year top-up degree course leading to a BA(Hons) in Logistics and Supply Chain Management in UK.

3) HDTLS graduates can progress into a part-time, two-year top-up degree course leading to a BA(Hons) in Supply Chain Management in Hong Kong.

- **Deakin University of Australia**

HDTLS graduates are given advanced standing of 50% of credit points towards the Bachelor of Commerce degree.

- **RMIT University, Melbourne**
 - 1) HDTLS graduates can progress into a full-time, one-year top-up degree course leading to a Degree of Bachelor of Business in Transport and Logistics in Australia.
 - 2) HDTLS graduates can progress into a part-time, two-year top-up degree course leading to a Degree of Bachelor of Business in Transport and Logistics.

- **University of Huddersfield of UK**
 - 1) HDTLS graduates can progress into a full-time, one-year top-up degree course leading to a BSc(Hons) in Transport and Logistics Management in UK.
 - 2) HDTLS graduates can progress into a part-time, two-year top-up degree course leading to a BSc(Hons) in Logistics in Hong Kong.

- **The Chartered Institute of Transport and Logistics in Hong Kong**

HDTLS graduates may apply for exemption up to a **max of 6 papers**.

- **Hong Kong Logistics Association**

HDTLS graduates satisfy examination requirements **up to member status**..

- * **All information is presented for reference only. The Business Services and Management Department reserves the right to make any changes of the information. For further information about the course, please refer to the Student Handbook 2003/2004 of IVE Tsing Yi.**