



College of Business and Economics

JOHANNESBURG BUSINESS SCHOOL

Transport and Supply Chain Management

Diploma in Logistics Management (D1DLMQ)

CONTINUING EDUCATION PROGRAMME (CEP)

DIPLOMA IN LOGISTICS MANAGEMENT

APPLICATION TOKEN

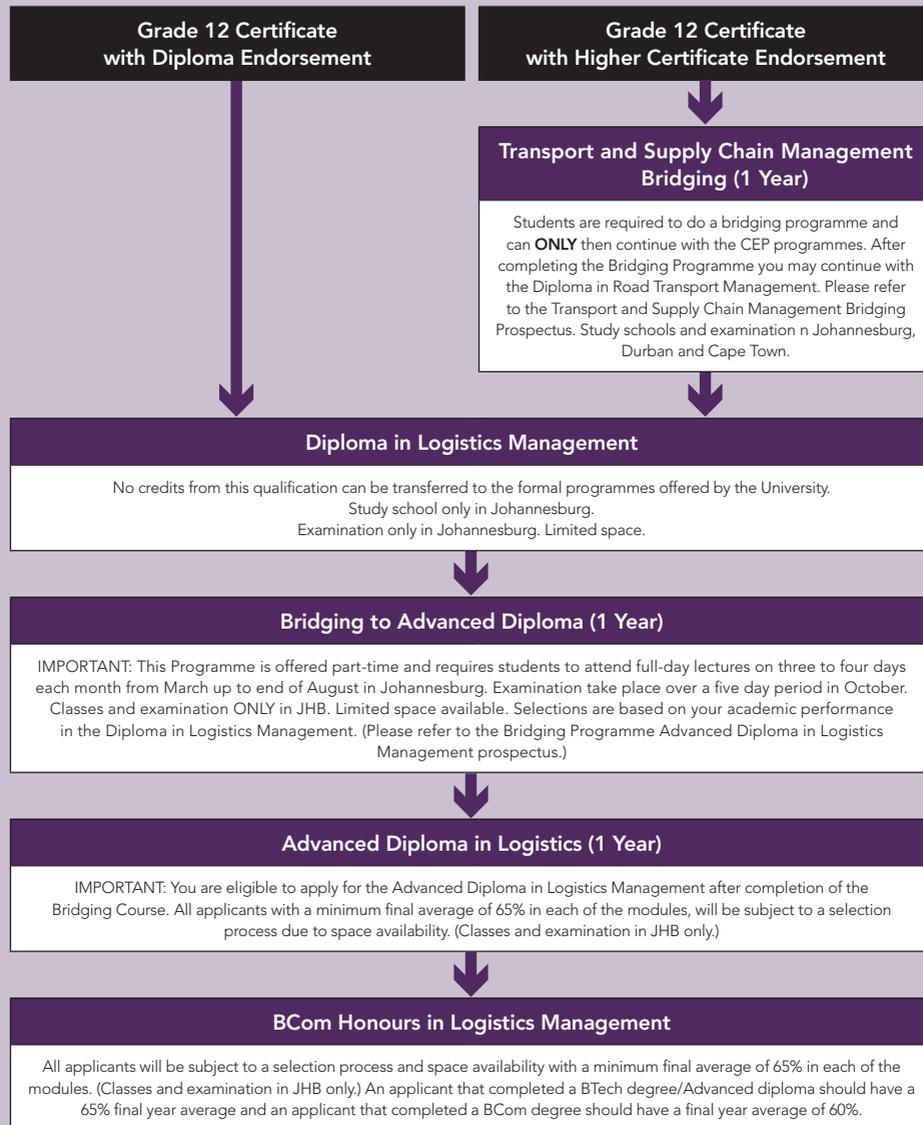
LOGMNG

2018



UNIVERSITY
OF
JOHANNESBURG

Continuing Education Programme (CEP)



Diploma in Logistics Management

Application token: LOGMNG

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CONTACT DETAILS

Department of Transport and Supply Chain Management
Johannesburg Business School, College of Business and Economics
University of Johannesburg, Auckland Park Kingsway Campus
PO Box 524, Auckland Park 2006

tscmdiplog@uj.ac.za / 011 559 2817 (Tel) / 011 559 2029 (Fax)
tscmlog@uj.ac.za / 011 559 3733 (Tel) / 011 559 2029 (Fax)

www.uj.ac.za/transport

WHAT MAKES THE DIPLOMA IN LOGISTICS MANAGEMENT UNIQUE?

COMPREHENSIVENESS

This practical course in logistics will prepare you for an exciting career in Logistics. Improve your prospects of career advancements by using this programme as a foundation for further studies in this fast growing field.

This qualification is offered on a NQF level 6 and comprises of a full range of modules covering all the major functional areas of a logistics company. This is a three year qualification.

CONVENIENCE

- Study from the comfort of your own home when applying for a Continuing Education Programme (CEP) at the Department of Transport and Supply Chain Management.
- Students have the opportunity to attend ±12 days lecturing sessions for the year (6 days per semester).
- Examinations are written in Johannesburg only.
- Easy access via the UJ website on the Student Portal to obtain assignment marks, examination results, etc. For this reason internet access is essential.
- Sessions are offered on weekdays and Saturdays.
- Times of sessions are 08:30-16:00.

THERE ARE NO EVENING CLASSES

PLEASE NOTE THAT THE UNIVERSITY RESERVES THE RIGHT TO AMEND ENROLMENT REQUIREMENTS, TIMETABLE AND PROGRAMME CONTENT AS AND WHEN THE NEED ARISES, WITHOUT PRIOR NOTICE.

ADMISSION REQUIREMENTS

Prospective students should be in possession of a Grade 12 Certificate with endorsement to at least Diploma studies/university exemption.

The Transport and Supply Chain Management Bridging course will be offered to students who have completed Gr 12 without the required endorsement/university exemption. After completion of this bridging course you may apply to do a Diploma in Logistics Management.

JOB OPPORTUNITIES

This qualification provides students with the opportunity to improve their career advancement prospects in the logistics industry.

ASSIGNMENTS AND EXAMINATIONS

- One assignment / class test / exam per module is required.
- The examination is written in May-June (first semester) AND October-November (second semester). Provisional calendar to be issued on registration.
- Examination Only in Johannesburg (UJ Campuses)
- Students must pass all modules to qualify for the Diploma in Logistics Management.
- The assignments will count 30% towards the final marks for that specific module.
- The class test will count 10%.
- The examination will count 60%.
- **A minimum of 40% for an examination is required to pass a module.**
- A pass mark of 50% is required for each module.

CURRICULUM

This prospectus give out a brief summary of the 18 modules offered. Registered students will receive study material including prescribed text books.

FIRST YEAR

FIRST SEMESTER

Module 1: Introduction to Logistics Management

Module 2: Introduction to Business Management

Module 3: Basic Mathematics and Quantitative Techniques for Logisticians

Module 4: Introduction to Transportation and Warehousing

SECOND SEMESTER

Module 5: Basic end-user computing for logisticians

Module 6: Procurement and Order Processing Systems

Module 7: Basic Principles of Performance Measures

Module 8: Overview and objectives of the Government and Municipal Logistics Systems

Introduction to Logistics Management

This module enables students to reflect on the concepts of Logistics and Supply Chain Management. Introduce you to logistics concepts in a format that is useful for management decision-making and the important role of logistics and the management thereof in an economy; Reflect on study material in the context of a logistics organisation or the logistics function of a company; Prepare you for a career in logistics management and provide a basis for further learning in the field of Logistics Management. Give students a better understanding of the activities

involved in Logistics. The module further equips students in the logistics industry with a foundation of the value adding functions of logistics.

Introduction to Business Management

This module provides a basic introduction to the functioning of the business enterprise and the role and importance of the management thereof. The fundamental tasks and responsibilities of managers are explained and students are also introduced to key business functions.

The focus is on logistics management though and learners are also exposed to the managerial tasks of logistics managers and various methods of planning and controlling logistics performance.

Basic Mathematics and Quantitative Techniques for Logisticians

This module follows a practical training approach, in which students are introduced to the role and importance of quantitative techniques in logistics management as well as the teaching of basic mathematical and quantitative skills required in logistics management.

Introduction to Transportation and Warehousing

The purpose of the module is to reflect on the operational structure of the transportation system, the services and cost characteristics of the various modes of transport, the goods that are carried in the transport system and the various freight service providers.

Furthermore the module teaches the importance of the role of transport management in logistics and supply chain decisions. The module also enable students to reflect on the importance of efficient and effective warehouse location, design, equipment and operational management in the functioning of the supply chain.

Basic End-user Computing for Logisticians

One of the main objectives of this module is to give students an understanding and appreciation of the role and importance of computer technology in logistics management. Another main objective is to teach students basic skills in end-user computing.

Students are introduced to operating systems, word processing, the Internet, electronic mail, and spreadsheets. Hands-on computer training forms an integral part of the module.

This module includes a three-day session of practical computer based training. Students will also be expected to hand in a computer based assignment, prepared in their own time.

Procurement and Order Processing Systems

This module introduces the student to the basic principles of procurement, order processing and logistics information systems.

The procurement unit introduces the student to the strategic role of procurement within logistics and the supply chain industry. The importance of order processing is explained, highlighting the processes and the role information technology plays to ensure good customer relationships and the management thereof.

Basic Principles of Performance Measures

This module introduces the student to the basic principles of performance management and improvement in logistics. The emphasis is on performance objectives and measurement and the student is introduced to tools such as the Balanced Scorecard which can be used in the improvement of logistics management processes. This module also covers an Introduction to the Supply Chain Operations Reference (SCOR) model as a supply chain measurement framework.

Key performance areas such as customer service and asset performance feature strongly in this module.

Overview and objectives of the Government and Municipal Logistics Systems

The purpose of this module is to familiarise students with the supply chain management process of government. Students will be introduced to the basic structure of government and its strategic planning and budgeting processes within which supply chain management principles are applied. In addition the regulatory framework is identified to enable them to understand the legal environment within which the supply chain must be managed. Next we deal with the procurement regime of government as well as the preferred procurement methodologies.

SECOND YEAR

FIRST SEMESTER

Module 9: Tactical Logistics Management

Module 10: Inventory Management

SECOND SEMESTER

Module 11: Warehousing and Material Handling

Module 12: Transportation Operation Management

Module 13: Logistics and Supply Chain Strategy Formulation

Tactical Logistics Management

This module provides an introduction to tactical logistics management with focus on an introduction to the various tiers or levels of management, the functional supply chain activities that are implemented and organised through tactical logistics management, the main tactical management objectives in a supply chain, the planning systems that are used in the flow of goods from point of origin to point



of consumption, and push, pull and push-pull supply processes. This module also introduces the learners to key financial aspects of logistics and supply chain management and concludes with an introduction to customer service as an important output of the logistics system.

Inventory Management

This module provides an introduction to the concept of inventory management. The module introduces the student to the role and importance of inventory management with emphasis on the reasons for holding inventory, the impact of demand on inventory management, the functional classification of inventories, measuring the effectiveness of inventory management, the profit-leverage effect of inventory management, and systems to improve materials flow.

Warehousing and Material Handling

This module provides an introduction to the concept of warehouse management. The module introduces the student to the principles relevant to the design of storage and handling facilities with reference to purpose of the facility, growth forecast for the facility, sizing the warehouse, operations and warehouse management systems. The module also explain warehouse operations with reference to warehousing processes, errors in operation, stock management, types of warehouses and facilities, and the challenge of managing continuous change and safety in operation. The module also introduces the student to the equipment used in facilities with reference to the selection and purchase of equipment, different types of storage methods and handling systems.

Transportation Operation Management

This module provides an introduction to the concept of transport management with reference to strategic transport management, tactical

transport strategies, and principles of efficient operational transport. The module introduces the students to transport costs and pricing principles with reference to efficiency in transport, competition within modes of transport, cost structure of the different modes of transport, cost trade-offs in transport, profit planning and control, and tariff quoting.

Logistics and Supply Chain Strategic Formulation

The purpose of this module is to enable the student to:

- Describe how the corporate strategy is set and the need for clear goals to be developed from functional strategies
- Describe the role of the corporate and functional strategies in an organisation
- Describe the process for developing a logistics strategy given the corporate goals
- Describe the process for developing a supply chain strategy given the corporate goals
- Make an informed decision of the most efficient logistics channel for a market segment based on total logistics costs.

THIRD YEAR: YEAR MODULES

(2nd SEMESTER)

Module 14: (Compulsory) Logistics Audit Report

Elective modules (choose 3)

Module 15: Logistics Project Management

Module 16: International Logistics Management

Module 17: Demand planning

Module 18: Temperature Controlled Supply Chain Management

Logistics Audit Report

The Logistics Audit Report provides an opportunity for a student to make use of knowledge acquired in the entire Diploma course by objectively evaluating the Logistics function of a company. The student has to gather, analyse and interpret information. The Logistics Audit Report has a hands-on approach and the student assesses all the strategic components of a typical logistical system of a company. Such an evaluation helps in the identification of inefficiencies, bottlenecks, and wastes.

Logistics Project Management

This module introduces the student to all of the important theoretical aspects required to manage projects with regards to time, cost and quality, according to accepted standards. It covers most of the aspects described in the PMBOK (Project Management Body of Knowledge) as developed by the PMI (Project Management Institute) of the USA. The project management body of knowledge has been developed into nine knowledge areas namely **Project Integration, Project Scope Management, Project Time Management, Project Cost Management, Project Quality Management, Project Human Resources Management, Project Communications Management, Project Risk management and Project Procurement.**

International Logistics Management

The purpose of this module is to create awareness for the important role of the logistics management in the international trade and to teach the fundamentals thereof. It also enables students to apply knowledge of the mechanisms of international trade to provide rational explanations of the underlying concept.

Demand planning

The purpose of this module is to:

- provide the student with insight into the importance of demand planning at a strategic, tactical and operational level in logistics;
- enable the student to apply demand planning principles in logistics decisions and reflect upon the application made;
- enhance the student's ability to perform rational and analytical decision-making in logistics.

Temperature Controlled Supply Chain Management

The purpose of this module is to enable the student to:

- Determine the fundamental differences in design between a food and healthcare temperature controlled supply chain
- Implement the relevant legislation requirements into the design of a food and healthcare temperature controlled supply chain
- Design a quality assurance programme for implementation into a temperature controlled supply chain
- Identify equipment requirements for the effective operation of a temperature controlled supply chain
- Evaluate the required supply chain model for implementation in a temperature controlled supply chain.

CREDITS

Students are required to complete a **maximum of 7** modules to proceed to the second year provided there are no clashes during classes and examinations.* Registration of 2nd/3rd year modules will be based on the outcomes of your final results.

- Students will retain credit for the module(s) already passed. Credits may be retained only for a maximum period of five years.
- No credits from the former Diploma in Logistics Management qualification (NQF5) can be transferred to this qualification.
- Students who completed the Bridging programme in Supply Chain Management will receive credit for Basic Mathematics and quantitative techniques for logisticians
- No credit from this programme can be transferred to the formal programme.
- A student may be granted a supplementary examination opportunity in accordance with the criteria determined by the University of Johannesburg.
- The Diploma in Logistics Management (NQF level 6) will only be awarded after a successful completion of all prescribed modules.

FINANCE

Refer to the finance leaflet for more information regarding the fees, payment options, payment methods, etc.

PLEASE NOTE THAT THE UNIVERSITY RESERVES THE RIGHT TO AMEND ENROLMENT REQUIREMENTS, TIMETABLE AND PROGRAMME CONTENT AS AND WHEN THE NEED ARISES, WITHOUT PRIOR NOTICE.

APPLICATION AND REGISTRATION PROCESS

Step 1: How to apply?

ONLINE APPLICATION DATE

1 September – 28 February

When applying for the first time:

- Follow the link to the departments web page:
<https://www.uj.ac.za/faculties/management/Transport-and-Supply-Chain-Management/Pages/Courses-and-Programmes.aspx>
- Go to the indicator that says: Click HERE to apply.
- Complete the online application form.
- Attach a certified copy of Gr 12 Certificate with diploma endorsement electronically.
- Attach a certified copy of passport or identity card electronically.

Step 2: Check your status on a regular basis and view the correspondence online.

Go to the indicator that says: Click HERE to check your status

<https://student.uj.ac.za/status.aspx> – the following status codes apply:

STATUS CODE	MEANING OF STATUS CODE
RD (Refer to Department)	Documents outstanding (Certified copies of your ID & GR 12 Certificate)
C (Cancelled)	Discretion of Department of Transport and Supply Chain Management
L (Space constrained)	Programme reached capacity intake
EN (Declined)	Did not meet the admittance requirement
EA (Admitted)	Student can continue to register after finance clearance
EV (Conditionally Admitted)	Awaits final results

Step 3: How to register?

ONLINE REGISTRATION DATE

10 January – 28 February

- Check your addresses and contact details. Make sure your study address is loaded (physical address where you are during the day to receive study material via courier services)
- Proof of payment (minimum deposit) – refer to finance leaflet or pay online.
- Senior students may register via the student portal. Please update your contact details.
- First time registering students may register on:
<https://www.uj.ac.za/faculties/management/Transport-and-Supply-Chain-Management/Pages/Courses-and-Programmes.aspx>
- Go to the indicator that says ***If admitted click HERE to register.***
- Tick all boxes next to the modules if you have not done this you will not receive your study material and only a qualification will be registered.

INTERNATIONAL STUDENTS APPLYING AND REGISTERING:

Step 1: How to apply?

ONLINE APPLICATION DATE

1 August – 28 February

When applying for the first time:

- Follow the link to the departments web page:
<https://www.uj.ac.za/faculties/management/Transport-and-Supply-Chain-Management/Pages/Courses-and-Programmes.aspx>
- Go to the indicator that says: Click HERE to apply.
- Complete the online application form.
- Attach a certified copy of your school leaving certificate electronically.
- Attach a sworn English translation of documents (students from non-English medium schools only).
- Attach a certified copy of passport or identity card electronically.

Please note that all documents should be certified by a South African High Commission, Consulate, Trade Mission or a Public Notary in your home country.

Step 2: Check your status on a regular basis and view the correspondence online.

Go to the indicator that says: Click HERE to check your status

<https://student.uj.ac.za/status.aspx> – the following status codes apply:

Step 3: How to register:

ONLINE REGISTRATION DATE

10 January – 28 February

- Check your addresses and contact details. Make sure your study address is loaded (physical address where you are during the day to receive study material via courier services)

- Proof of payment (minimum deposit) – refer to finance leaflet or pay online.
- Senior students may register via the student portal. Please update your contact details.
- First time registering students may register on <https://www.uj.ac.za/faculties/management/Transport-and-Supply-Chain-Management/Pages/Courses-and-Programmes.aspx>
- Go to the indicator that says ***If admitted click HERE to register.***

PLEASE NOTE

- The University does not register students who submit incomplete documentation or do not attach the necessary documents required for registration.
- Once you have been accepted (EA code) you will be able to view and print your admittance letter (only available before registration).
- You will be notified via SMS to register online for the programme you applied for.
- Refer to the finance leaflet for fees payable prior to registration.
- Your study material will be couriered to you once your registration has been completed (not applicable to on-campus registration).

Step 3: How to register: Senior students

ONLINE REGISTRATION DATE

10 January – 28 February

- Senior students may register via the Student Portal. Go to *Administrative Utilities* and click on *ITS iEnabler*.
- Check your addresses and contact details. Make sure your study address is loaded (physical address where you are during the day to receive study material via courier services).
- Proof of payment (minimum deposit) – refer to finance leaflet or pay online.
- Tick the required modules for your year of study.

The Department of Transport and Supply Chain Management also offer the **Diploma in Road Transport Management.**

This qualification is offered on a NQF level 6 and comprises of a full range of modules covering all the major functional areas of a transport company.

Students have the option to specialise in either **Freight Transport Management** or **Passenger Transport Management.**

CONVENIENCE

- Study from the comfort of your own home.
- Students have the opportunity to attend a five day study school in Durban, Cape Town and Johannesburg.
- Examinations are written at various examination centres across South Africa.

JOB OPPORTUNITIES

Possible Road Transport Management careers: Transport Planner, Depot Manager, Operations Planner, Route Planner, Supervisor, Scheduler, etc.

For more information phone 011 559 2958 or send an email to tscmrtn@uj.ac.za.



www.uj.ac.za/transport