

Foundation Year

Course Outline (T1 2021)

Campus	Jakarta Campus, Indonesia
Intake	March, July, October
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Course Duration	Standard Program: 8 units delivered over 2 trimesters
Teaching Methods	Instruction for all units are a combination of classroom based, consultation hours, homework hours and on-line learning hours.
Assessment	Assessment for all units is ongoing and continuous consisting of tests, assignments, practical, case study analysis and final examinations.
Course Structure	Standard: The course comprises eight units (four core units and four elective units). To be awarded the Foundation Year you must complete and pass eight units. In addition, a number of support tutorials are available to help students with their academic units.
Further Studies	Students who complete the Foundation Year are eligible to enter the Diploma courses.
Study Load	All Foundation students must enrol in 4 units, also known as modules (100% study load) each trimester.

Core and Elective Units*	Trimester 1 2021
• FNDS013 Advanced Academic Communication Skills (CORE)	✓
• FNDS014 Intercultural Studies (CORE)	✓
• FNDS015 Information Technology (CORE)	
• FNDS016 Advanced Academic Writing & Research Skills (CORE)	
• FNDA022 Media	
• FNDA023 Mass Communication	✓
• FNDA040 Digital Design	✓
• FNDB020 Accounting	✓
• FNDB021 Economics	
• FNDB022 Management	✓
• FNDB023 Marketing	
• FNDH023 Essential Mathematics	✓
• FNDE021 Mathematics I	

Unit per trimester:

Standard Program (Completing In 8 months/ 2 trimesters)*			
1 st Trimester	CORE FNDS013 Advanced Academic Communication Skills	CORE FNDS014 Intercultural Studies	ELECTIVE - choose 2 from: <ul style="list-style-type: none"> • FNDA023 Mass Communication • FNDA040 Digital Design • FNDB020 Accounting • FNDB022 Management • FNDH023 Essential Mathematics
2 nd Trimester	CORE FNDS015 Information Technology	CORE FNDS016 Advanced Academic Writing & Research Skills	ELECTIVE - choose 2 from: <ul style="list-style-type: none"> • FNDA022 Media • FNDB021 Economics • FNDB023 Marketing • FNDE021 Mathematics 1

This course outline does not apply for students progressing into the Diploma of Engineering, due to prerequisite Maths units.

*** Not all units are available every trimester**

Unit Overviews

PLEASE ENSURE YOU CHECK THE TRIMESTER 1 2021 UNIT OUTLINES FOR PRESCRIBED TEXTBOOKS AND ASSESSMENT UPDATES.

FNDA022 Media

This unit will prepare students for studies in media and communications studies at tertiary level. Students will develop skills in viewing, analysing and composing diverse media, including social media, new and online media, contemporary advertising, and recent forms of auditory and visual media. Initially, students will focus on familiarizing themselves with different media industries and specific texts to help understand some of their features, how they are composed, and how they function within culture. In this context, students will then be asked to produce their own forms of media and encouraged to read, reflect and engage with the tools of contemporary media.

FNDA023 Mass Communication

This unit allows students to analyse media texts in their technical relationships to changing media contexts as well as develop skills in media production, analysis and assessment. The means of mass communication are explored with a critical view about how they produce meaning, how they engage mass users, how they produce meaning, how they are organized, and how they go about the business of constructing cultural shifts and new forms of social connections and understandings in an increasingly mobile world.

FNDA040 Digital Design

This unit introduces students to key principles and practices of visual design, media and communication in digital format. It contextualises thinking and practice within the field of creative communications and explores problem-based learning approaches and applications. The unit investigates a range of fundamental concepts relating to design concepts, social media, and digital technologies in which students apply and reflect practice based solutions and analyses. It can be taken as a stand-alone elective or as preparation for the project-based courses in the communication major.

FNDB020 Accounting

This unit provides an introduction to the operation of financial accounting systems. Together we will explore the accounting process predominantly for sole traders who buy and resell goods or provide services. We study some of the principles of Accounting, the Accounting Equation, entering business transactions into Journals; including balance day Adjustments and Closing entries, posting to Ledgers, extracting Trial Balance and preparation of Financial Statements. We also work with cash management including Bank Reconciliation.

FNDB021 Economics

The purpose of this unit is to provide you with a broad understanding of theoretical Micro and Macroeconomic concepts and to introduce the relevance and importance of Economics in today's society. You will be equipped to apply these concepts to a modern market economic system. The unit will explore basic economic issues and problems and apply policies to overcome these problems. You will develop skills and confidence to explain individual and firm decision-making and be provided with a basic understanding and ability to explain government policies that influence the workings of a modern economy like Australia, and its relation to the global marketplace.

FNDB022 Management

This unit will provide an introductory understanding of the principles and practices of management in the contemporary world. The course will cover background information on how theories of management have developed, the environment in which a manager operates, basic managerial principles and practices along with important issues related to organisational behaviour in the context of management in 2019.

FNDB023 Marketing

This unit will provide a broad understanding of theoretical principles and practices relating to marketing in a dynamic environment. It provides an introduction to fundamental marketing concepts used within a range of industries (public/private business, agriculture, government, manufacturing, services and not-for-profit sectors). The unit also provides insights into how these marketing concepts are being applied by marketers in the real world.

FNDE021 Mathematics I

This module consolidates background in calculus and prepares students for further calculus studies for academic and professional purposes. Students will use critical thinking and cognitive skills to identify, analyse, compare and assess mathematical concepts in order to apply them to technical and engineering problems

FNDH023 Essential Mathematics

This unit is designed for those of you who require a general mathematics background suitable for studies in Business, Health Sciences and Computing/IT/Engineering courses. It includes basic arithmetic, statistics, algebra, functions and their graphs, optimisation, sequences, series, growth and decay.

FNDS013 Advanced Academic Communication Skills

This unit builds linguistic and tactical skills for participation in academic contexts typical of the Australian tertiary education system. The main focus is on enabling you to actively and effectively partake in lectures and tutorials. This unit fosters a collaborative environment in which you can practice and apply your active listening, note taking and discursive skills. Presentation delivery and leading a formal job interview form the main assessments in this unit.

FNDS014 Intercultural Studies

This unit is designed to enhance students' knowledge of their own culture in order to reflect on how they formed their perceptions, value and beliefs. Students will also gain knowledge and skills about living in the multicultural Australian environment, so that they are able to effectively communicate in the contexts of educational, health, legal, political, religion/faith, and human rights. Students will identify the differences between these contexts in their own culture and those in the Australian culture, in order to come to a better understanding of their position in both.

FNDS015 Information Technology

Information systems and technology are vital components of today's business environments and everyday life. This unit will give the student an understanding of the various types of systems and supporting technology and how they apply to different business environments. The effects of these systems on society and some ethical issues associated with the implementation and use of these systems will also be explored. Upon completion of this unit students will be able to critically analyse business cases and develop needed skills to solve problems and recommend solutions using appropriate technology. Additionally, students will be able to understand and relate the role of technology and systems in organisations and society in general.

FNDS016 Advanced Writing and Research Skills

This unit will acquaint you with academic literature and the essay writing process, producing a lengthy argument essay of your own, drawing on previous research to make lucid and academically supported arguments. You will also gain the ability to retrieve, interpret and summarise academic journal articles and produce an annotated bibliography, and literature review with ideas for future research. This unit will thus provide you with a solid basis in academic writing and research, which are which pivotal in tertiary contexts.