



International Business

Course Information



International Business (INTB)
Undergraduate and Postgraduate
Information 2019-2020

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Welcome to International Business

'It has been said that arguing against globalization is like arguing against the laws of gravity'.

Kofi Annan*

'This is much bigger than Russia, ... The real issue here is that the global economy now is more integrated and good news, along with bad news, travels fast'.

Dean Stanley*

'Globalization has changed us into a company that searches the world, not just to sell or to source, but to find intellectual capital - the world's best talents and greatest ideas'.

Jack Welch*

'Globalization is a fact, because of technology, because of an integrated global supply chain, because of changes in transportation. And we're not going to be able to build a wall around that'.

Barack Obama*

*<http://www.famousquotes123.com/globalization-quotes.html>,
accessed 30/9/2019

Global consulting companies like EY and KPMG International describe the business as global, challenged by technological disruption where multi – disciplinary teams work together (see for example 2018 KPMG Global Review, KPMG International, KPMG.com, <https://home.kpmg/content/dam/kpmg/xx/pdf/2018/12/global-review-2018.pdf> and EY 2018 Global review - How do we create value and build trust in this transformative age https://www.ey.com/en_jp/global-review/2018 , accessed 9/12/2019). They both describe the need for a global mind-set, communication skills, discipline knowledge, along with cultural understanding and values such as integrity and respect for life including the environment.

Together these quotes and statements place beacon light on the type of mind set vital in today's business world along with the type of people they seek to employ frame the vision of the international business specialisation.

International Business is a specialisation offered within the Business School for students attracted to this global world and we hope that you will find your time in the programme enriching and enjoyable.

This handbook outlines some of the more common questions and answers associated with pursuing a Bachelor of Commerce with a major in International Business, or postgraduate qualification in International Business.

The undergraduate International Business programme is completed as a Bachelor of Commerce (BCom). It comprises business papers as well as language/culture papers. This unique combination serves two purposes:

1. It provides students with skills in both business subjects and language/culture subjects, and
2. It helps graduates stand out from the pack when seeking employment.

Postgraduate opportunities for International Business students include completing a Postgraduate Diploma in Commerce (PGDipCom), Master of Commerce (MCom), Master of International Business (MIntBus), or Doctor of Philosophy (PhD).

You might also explore fully the Business School website (business.otago.ac.nz) as it contains a significant amount of information for current students. If you find that a particular question you may have is not answered within this booklet or on our website, contact us intbusiness@otago.ac.nz or call by to Management Reception, 6th floor, Otago Business School.

Undergraduate options – International Business

Q1 What comprises the BCom in International Business degree?

A1 The degree structure is comprised of 252 points (equivalent to fourteen papers) in Commerce (referred to as Group A papers) and 108 points (equivalent to six papers and referred to as Group B papers) in additional language and/or culture papers. The total minimum number of points for your degree is 360 points.

Of the 360 points needed for your degree, at least 180 points (ten papers at 18 points each) MUST be above the 100-level and at least 72 points must be at the 300-level. This is a standard requirement for all BCom degrees. In the case of IB majors, you will have at least seven Commerce papers and at least two language/ culture papers at 200-level or higher; the tenth paper may be either a Commerce or a language/culture paper.

A BCom specialising in International Business degree is quite structured. It requires careful degree planning. Take the time to ‘map out’ which papers you will be taking from one year to the next by using the latest Guide to Enrolment. If in doubt, get in touch with the International Business Director by emailing intbusiness@otago.ac.nz in the first instance.

If you are not sure about your first year, the most important thing to do is to seek advice and help and to transition well. For this reason, research indicates that your first semester is really important and you might be well placed to start with only three papers and to achieve University is a step up from school. The most salient piece of advice here is to work to your strengths, enjoy your programme and be sure to start your language papers early if you are starting language study at University (and not leveraging prior study or are an ESL student).

It is essential to recognise everyone’s programme is different (and depends on when you started, your interests, career intentions, language experience, combination with other majors or degrees, etc.). The example gives you an idea of what a BCom major in International Business could look like.

- Q2 So, how will my three years as a BCom student in International Business work?
- A2 Because the BCom “core” set of papers changed significantly at the start of 2017, the answer to this question depends on the year when you started your BCom (IB). If you started in 2016 -2018 refer to corresponding version of the Handbook (we can email you a copy), or get in touch by emailing us with your question.

For those starting a BCom in International Business in 2019-2020, your three-year degree could look something like this:

Year 1	Year 2	Year 3
BSNS111	ECON201	ECON302
BSNS112	MANT217 or MANT222	MANT332 or MANT342
BSNS113		MART326
MANT101		
BSNS114	1x any 200 level Commerce	1x any 300 level Commerce
100 level commerce *		
2x 18 points	2x 18 points	2x 18 points
LANGUAGE/culture	LANGUAGE/culture	LANGUAGE/culture
144 points	108 points	108 points

*for example MART112, ECON 112, FINC102

We encourage most students to take a full load (8 papers) in their first year, because it helps with flexibility later in the programme and offers the opportunity to pursue interests and expand employability.

- Q3 I started my BCom a few years ago – are the requirements for me different?
- A3 Depending on when you started your BCom, different rules regarding the BCom core requirements may affect you. Those who first enrolled between 2010 and 2016 need to complete BSNS102 through 108 (or their recommended substitutes). Please speak us to check your needs.

Q4 Is there a specific order in which I should take my Commerce papers?

A4 Yes, with some variation.

First, general BCom rules affect the order of your papers. In particular, (a) you must pass at least 3 of the core papers (BSNS111-115) before you will be allowed to enrol in any 200-level Commerce paper; and (b) you must pass all five before enrolling in any 300-level Commerce paper. (c) Another rule is that “for single-degree BCom students, all five must be attempted in the first year of study or equivalent” – but this is potentially unrealistic and hence possibly mitigated for IB majors due to the Language/Culture (Group B) papers requirement and the likelihood of balancing double majors and minor within your study plans. Put simply, if you can, you should take all five of the core papers plus MANT101 and, 2x LANGUAGE/culture papers in your first year. The papers least likely to impact on your performance if you delay taking them are BSNS114, BSNS115, and BSNS112 – but this does depend on your

individual strengths and past performance in related high school subjects and your intended Degree major, double major and possible minors. We also strongly advocate taking a language/culture paper each semester.

If you do not intend to attempt the entire core in your first year (for whatever reason), you need to consider the impact of prerequisites on your choices. For example, ECON201 requires you to have completed BSNS113.

We recommend you take MART112 prior to MART326, as it provides marketing preparation for the latter paper.

You might also give some early thought to going on an international exchange. Where you might hope to go and what papers you might take will likely influence your study plan. We encourage you to get good advice early to explore your options. We welcome the opportunity to speak with you direct about your interest and encourage you to keep your eye out for expos on Going Global with Otago: <https://www.otago.ac.nz/international/student-exchange/index.html>

Q5 When might I go on international exchange?

A5 This depends on your individual study path. A general rule of thumb would be that going on exchange works really well in a BCOM in S2 of your second year or third year of study. If you are doing a double major or double degree then this might be your third or fourth year of study.

Q6 What Commerce (Group A) papers do I need to take?

A6 All of the BCom core (five papers BSNS111-BSNS115); MANT 101; three papers at the 200-level (ECON201, MANT217 or MANT222, any 200 level commerce paper); and four papers at the 300-level (ECON320, MART326, MANT332 or MANT343 and any 300 level commerce paper) as detailed below. Your Group A (Commerce) papers are required to total 252 points. Each of the papers listed below is worth 18 points.

100 level Commerce papers (7 papers):

- BSNS111 Business and Society
- BSNS112 Interpreting Business Data
- BSNS113 Economic Principles and Policy
- BSNS114 Financial Decision Making
- BSNS115 Accounting and Information Systems
- MANT101 Managing for Performance
- One further 100-level Commerce paper (e.g. MART112 Marketing Management)

200-level Commerce papers (3 papers):

- ECON201 Microeconomics

- MANT217 International Management or MANT222 Interpersonal/International Business Communication
- Any other 200-level Commerce paper agreed to by the Director of International Business*. [For example, FINC204, TOUR 214, MANT252, MANT250, MANT251, MANT331, MANT330, MANT343, MANT337, MART207, MART205, MART210, MART306, MART308, ECON207, ECON206, ECON303, ECON306, ECON317, INFO250., TOUR216, TOUR218, TOUR301, TOUR303, TOUR304, YOUR305, TOUR306, TOUR310, TOUR310, BLAW211, BLAW212]

300-level Commerce papers (4 papers):

IMPORTANT NOTE: You must pass all of the core papers BSNS111-BSNS115 before taking any 300-level Commerce papers.

- ECON302 International Trade
- MART326 International and Export Marketing
- MANT332 International Management or MANT342 Global Business Strategy
- Any other 300-level Commerce paper agreed to by the Director of International Business*.
- [For example, MANT331, MANT330, MANT343, MANT337, MART306, MART308, ECON303, ECON306, ECON317, TOUR301, TOUR303, TOUR304, TOUR305, TOUR306, TOUR310, TOUR310]

* *Give some thought to your paper selection and leverage your distinctions from your dream role or employers' perspective.*

Q7 How many Language/Culture (Group B) papers do I need to take?

A7 The regulation is as follows: If English or Maori is the student's first language, these 108 points must include at least 72 points of language in one language, an 18 point culture paper, and an additional 18 points of either language or culture papers (preferably including a business language paper if available).

If neither English or Maoris is the student's first language, these 108 point must include language papers (not the student's first language) and/or culture papers as approved by the Director of the International Business major.

* *Papers requiring approval will in the first instance be approved by the Department concerned. However, overall approval including the appropriate language and culture papers shall rest with the Director of the International Business major.*

You will need to take at least 108 points (6 papers) of LANGUAGE and/or culture papers. Of these, at least 36 points must be at 200-level or above.

For English first language speakers, this regulation means proving a depth of understanding in your language of choice. This means a minimum of two papers at the

200-level (possibly above) where one of these papers is the business paper or specified paper (depending on the language programme this may be a 200-level or a 300-level paper).

For English as second or third language speakers, this means 6 language or culture papers with 2 papers (18 points each) at the 200-level or above.

INTERNATIONAL BUSINESS MAJOR – planning worksheet

PAPER CODE	PAPER NAME	INTENDED YEAR & SEMESTER
Commerce papers (minimum 252 points)		
100-level		
BSNS111	Business and Society	
BSNS112	Interpreting Business Data	
BSNS113	Economic Principles and Policy	
BSNS114	Financial Decision Making	
BSNS115	Accounting and Information Systems	
MANT101	Managing for Performance	
MANT112 or ECON112 or any 100-level commerce		
200-level Commerce papers		
ECON202	Microeconomics	
MANT217 or	International Management or Interpersonal/International	
MANT222	Business Communication	
One further	[For example, FINC204, TOUR 214, MANT252, MANT250,	
Commerce paper	MANT251, MANT331, MANT330, MANT343, MANT337,	
at 200-level**	MANT207, MART205, MART210, MART306, MART308,	
	ECON207, ECON206, ECON303, ECON306, ECON317,	
	INFO250., TOUR216, TOUR218, TOUR301, TOUR303,	
	TOUR304, YOUR305, TOUR306, TOUR310, TOUR310,	
	BLAW211, BLAW212]	
300-level Commerce papers		
ECON302	International Trade	
MANT332 or	International Management or Global Business Strategy	
MANT342		
MANT326	International and Export Marketing	
One further	[For example, MANT331, MANT330, MANT343, MANT337,	
Commerce paper	MANT306, MART308, ECON303, ECON306, ECON317,	
at 300-level**	TOUR301, TOUR303, TOUR304, TOUR305,	
	TOUR306, TOUR310, TOUR310	
Language/Culture papers (minimum 108 points)		
(1)		
(2)		
(3)		
(4)		
(5)		
(6)		
Other, optional papers beyond BCom requirements		

L&C requirements need to be met; At least 180 points for BCOM degree must be 200-level or above (in any subjects); First year should include at least BSNS 111, BSNS 113, and MANT 101; * These choices (other than MANT 217/222 and MANT 332/342) need to be agreed as appropriate by the Director on an individual basis

Q8 Which Language/Culture (Group B) papers am I eligible to take?

A8 This depends on your native language, your prior language studies, and possibly also on your career aspirations.

Our University offers comprehensive language study in Chinese, French, German, Japanese, Spanish, Maori and English.

Students whose native or first language is English or Māori are required to take approved language papers chosen from Chinese, French, German, Japanese, or Spanish. These will normally include (when on offer) the 18-point business language papers.

Students whose native language is neither English nor Māori have the option of studying a language other than their native tongue (that means such a student could choose to study English or Māori). If this language option is not chosen, 108 points in culture papers must be taken instead. Additional Commerce papers, although potentially international in focus, will generally not count as a culture paper.

Students who have done some Te Reo Māori language (but are not fluent or native speakers) might be in a position, in consultation with the Director of International Business, to develop Māori as their language and culture papers.

Students permitted by the Department of Languages and Cultures to advance directly to higher-level papers should continue insofar as possible with their chosen language, and if necessary supplement this with either culture papers or an additional language, in consultation with the Director of the International Business Programme.

Q9 What are “Culture” papers, within Group B?

A9 Culture papers are an alternative to language papers for some students and a supplement for others. Generally, they are about a culture other than your own/ home culture, and are not about learning the language per se. See page 13 in this booklet for a list of approved culture papers. More details are provided in the section ‘FAQ REGARDING LANGUAGE/CULTURE PAPERS.’

Q10 I need my course approved. Who approves my programme of study?

A10 You need to submit your course for approval on your eVision site. Approval – or requests for further information, or declines – will be made by the appropriate staff members, and you’ll be notified through eVision. You do not need to see anyone in person unless instructed to do so by a message sent via eVision.

However, course approval is not the same as course advice (helping you decide what to take). The Director of the International Business Programme and Student Development is always available for individual course advice. Requests for an appointment should be made by email, and should indicate several possible preferred

meeting times (and how long you would like for the meeting). You'll be emailed back with an appointment time as soon as it's possible to schedule one for you.

Q11 Will I be told what papers to take?

A11 It is your course; we offer advice in order to help you make your own decisions. Advising means relying on experience and knowledge to offer suggestions and options, but it does not mean that you will be prevented from making choices. Some things cannot be done as they might violate the regulations, but you are always encouraged to customise your study to fit your interests.

Q12 Is there anybody else who can help, especially with complex situations?

A12 Yes. Email us (intbusiness@otago.ac.nz) and let's set a time to talk.

Q13 When are the papers offered?

A13 Check otago.ac.nz/courses/subjects/index.html for the most up-to-date information on when papers are offered. They generally do not change from year to year, but changes do happen. Most of the 'core' papers (i.e., BSNS) are offered in both semesters, language and culture papers tend to be only offered once in a specific semester.

Q14 When I look in the Guide to Enrolment or the Calendar, it says that in order to do many of the 200- or 300-level papers for International Business, I need to complete quite a few prerequisites that are not listed as part of the International Business degree. I'm confused!

A14 Don't worry. You are working under different prerequisites than other students because you are an International Business major. As an example, you can take MANT342 after having completed one of the MANT 200-level options in the International Business major, whereas Management students would normally be required to take additional papers.

International Business major, and may be granted exemption from prerequisites to other papers on request. To be granted an exemption use the special permission button in eVision as you enrol.

Q15 Can I do a minor in International Business (for example, majoring in Management with a minor in International Business)?

A15 No, a minor in International Business is not possible.

Q16 Can I minor in another Commerce subject as part of my International Business BCom?

A16 Yes, you can, however, undertaking a minor in a Commerce subject will mean that your BCom degree will consist of more than the required number of points for the degree, which is acceptable as long as you satisfy the International Business degree requirements. You cannot double count papers between majors and minors, unless they are specifically required for both (@100-level & 200-level). E.g. MANT101 but not MANT217 etc.

Q17 Can I minor in a language as part of my International Business BCom?

A17 Yes, you can minor in a language, such as Japanese or Chinese, as long as this is not your first language. Where a minor in a language is undertaken, the business language requirement for the International Business major may (but not always) be waived (unless required for the minor itself, which it usually is). Minors will require a 300-level language paper. Minors typically require a prescribed 90 points (5 papers) in total, so to reach the 108 required for your International Business major, the additional 18 points must be additional culture or language papers.

Q18 Can I do a double major with my International Business degree?

A18 Absolutely. In fact, many students do double majors in International Business and, for example, Finance, or Management. All you have to remember is that you need to satisfy the requirements of both majors. Papers at the 100-level and 200-level can count for both degrees. Papers at the 300-level, however, cannot be shared across majors (you must complete 72 points in each major at the 300-level).

Finally, when you do a double major, the total points you take for your degree will be more than 360, but your academic transcript will show that you have undertaken a double major. The likelihood of completing a double major in three years is slim. Most students take 3½ or 4 years and achieve good grades throughout. Bottom line: Double majors are highly encouraged as they shows that you have significant depth in more than one subject/major area.

Q19 Can I do a double degree (i.e., BCom and BA)?

A19 Indeed you can. Some International Business students do both a BCom and a BA with a major in a language, such as Chinese or Japanese; or a BCom and a Diploma in Language and Culture (DipLangC). Others do a BCom and a BA with a major in Psychology or History. An IB BCom is also well matched with a Laws degree. Every student is different. Keep in mind, however, that because of the unique and rather prescribed nature of the BCom majoring in International Business, it is not uncommon for students doing double-degrees to take 4½ years or more (the total points taken could be more than 594, which is the minimum for double-degrees). It is important to remember that you must satisfy the full requirements of both degrees.

Q20 Can I cross-credit papers if I do a double degree?

A20 Yes, with some limitations. Cross-credited papers are also called “points in common” to both-degrees. A candidate who is concurrently enrolled for two degrees, or who has completed one degree and is proceeding with another, may cross-credit 100- and 200-level papers up to a maximum of 126 points where the other degree is a three-year degree, and up to a maximum of 180 points where the other degree is longer than a three-year degree.

Q21 I’d like to take some of my papers at a different New Zealand university, and transfer the credits to Otago. Is this possible?

A21 It depends on which papers you plan to take at a different university. All 300-level papers must be taken while enrolled at Otago in order to qualify for an Otago degree. There are no exceptions to this, as it is a New Zealand University requirement, not a University of Otago policy. Note that students on an approved exchange are effectively still enrolled as an Otago student, and therefore can take 300-level papers that count towards their major or minor.

For other papers (e.g., 100- and 200-level), all students wishing to take any papers at another university and ‘cross-credit’ the points to their Otago degree must discuss with an adviser from student development complete a “Prior Approval of Transfer Credit from a New Zealand University” form, which is available from the Divisional Office, level 3, Commerce Building.

FAQ REGARDING LANGUAGE/CULTURE PAPERS

Q22 With respect to language papers, is there some kind of order in which they should be done?

A22 Yes, there is. First, which language? Assuming your first language is English or Māori, you are required to complete (where offered) the Business Language paper (e.g., Business Spanish or French for Professional Purposes) or the corresponding advanced paper.

Note that of the 108 points (6 papers) that make up the Language/Culture paper requirements, at least 36 of these (usually two papers) must be at the 200-level or above.

The following are the Business Language papers (and their prerequisites) possibly on offer at Otago:

- CHIN334 Advanced Chinese 1 (requires CHIN232, 231, 132, 131)
- or CHIN 244/344 Writing China: Texts, Ideas and History (requires CHIN232, 231, 132, 131)
- FREN233 French for Professional Purposes (requires FREN232, FREN132, FREN131)

- GERM334 Advanced German 1 (requires GERM131, GERM132, GERM231, GERM232)
- JAPA233 Business and Professional Japanese (requires JAPA231, JAPA132, JAPA131)
- SPAN233 Business Spanish (requires SPAN231, SPAN132, SPAN131)

[Note: When a business paper is not on offer in 2019-2020; the alternate same level paper or next higher paper will be accepted e.g.SPAN233 would be substituted by SPAN232 or SPAN331 if it was not on offer].

You've probably noticed a pattern. Basically, in order to progress your language study, you need to have successfully complete the preceding prerequisite paper. This has important implications for when you do those prerequisites, to ensure that you don't inadvertently extend your degree by one semester or one year. In the end, for your degree you will be taking 108 points of Language/Culture papers, so by doing the Business Language and the prerequisites, you've covered at least 72 points (or four papers) and in the case of German and Chinese you've covered 90 points.

Q23 Can I minor in a language?

A23 Yes. We encourage you to check the regulations for Language minors on the University of Otago website. Keep in mind that, if you decide to minor in a Language, you need complete both the requirements of the language and culture papers and the minor and approval as such requires joint approval from the Director of International Business and the nominated advisor in the Department of Languages and Cultures.

Q24 I'd like to take Māori to meet my Language/Culture papers requirement; can I?

A24 In some instances, students whose native language is English may be approved to take Māori language papers as the language component of their International Business Programme. Where students have career aspirations that require fluency in Māori language, a programme of study (as recommended by the staff of Te Tumu, the School of Māori, Pacific and Indigenous Studies) will be approved.

Q25 I am an international student and my first language is not English. Do I have to study a language?

A25 No, you are not required to study a language, but you must study at least 108 points of various culture papers of which at least two (36 points) must be at or above the 200-level. These must be approved by the Director.

Q26 As an international student, and my first language is not English, can I take both language papers and culture papers to make up my 108 points?

A26 Yes, you can take both language and culture papers as long as the language papers you take are not your native language.

Q27 Can I take a business language paper in the language which happens to be my native tongue?

A27 Generally, this would not be allowed, but possibly depending on your circumstances. Keep in mind, however, that course approval to take most language papers rests with the Department of Languages and Cultures and not with the Director of the International Business Programme. Thus, it will ultimately be their decision. The Director will advise on suitable courses and discuss options, but it is only the representative of the individual language programme that has the authority to sign you in to most 200- and 300-level papers in that language.

Q28 What do I need to take as a BAppSci student specialising in International Business?

A28 As a second major, you complete the specialisation papers for International Business at the 200 and 300 level in Commerce as well as the language and culture papers (e.g. BSNS111, BSNS113, MANT101 but you don't need the other core BSNS papers). We encourage you to seek individual advice.

Q29 I am doing a double degree (BA and BCom) and am a native speaker of English. Do I still have to do Language/Culture papers? Where would they fit in my whole programme?

A29 Yes. You must satisfy the requirements of both degrees. In this case, you will take language papers as part of your BA degree, but you are taking them because the International Business major requires that you take them. Here is one example of a double degree plan:

Q30 I want to go on exchange. Is this possible?

A30 Great! Going on exchange is an excellent way to broaden your horizons, immerse yourself in another language, study hard, have a bit of fun and generally see another part of the world. Best of all, it looks great on a CV, and employers always look for something different on a CV.

Your first stop is <https://www.otago.ac.nz/international/student-exchange/index.html> which contains lots of information on where you can go and how to go about applying. Then check out the Business School's dedicated page on exchange: <https://www.otago.ac.nz/business/studentactivities/studentexchange/>

In the first semester, there is an Exchange Fair for all Otago University students. Details will be made available close to the date on the International Business website. Generally, the earliest point at which you could go on exchange is the second semester of your second year in the International Business programme.

Once you have determined where you want to go on exchange, you should make an appointment to see the Director and bring with you a list of the courses/papers (including descriptions of the content of those courses/papers). You will be able to complete a maximum of 72 points per semester whilst on exchange. Many students opt to earn only 54 points (corresponding to three Otago papers) on exchange. Between you, the Director, and Student Development University Staff, you will develop a Learning Agreement, which details which papers you will take on exchange.

Q31 Help! I've got a timetable clash with two (or more) of my papers!

A31 This can happen from time to time. Any timetable clashes will be automatically caught by the eVision system, and routed to an appropriate staff member to evaluate. Some clashes have pre-approved solutions; others do not. You'll be notified of the results and offered any solutions through eVision. Note that the Director does not have the authority to resolve timetable clashes for you.

Q32 Can I undertake postgraduate studies in International Business?

A32 Yes, you can, provided you meet the entry requirements. Those considering postgraduate work in International Business are strongly encouraged to maintain at least a B+ average in their Commerce papers. Students with less than a B+ average in their Commerce Group A papers will usually not be accepted for postgraduate studies in IB.

Basic information on postgraduate options in International Business is provided later in this Handbook. Further information can be obtained by emailing intbusiness@otago.ac.nz.

If you wish to undertake an Honours, MIntBus, or MCom degree, you will be required to undertake a 400-level Research Methods paper (in Management or Marketing) as part of your studies.

Q33 Are there any other things I should know as an International Business student?

A33 Yes, a few small, random items that may help you plan your degree:

- In some cases, papers change which semester they are taught. Also, Summer School offerings are normally officially announced late in the calendar year.
- As a University of Otago student, you are automatically given a student email account. The account identifier usually appears on your student ID card. This

is the primary means by which the Director of International Business and University staff will contact you. Some students have this account automatically forwarded to other email accounts (such as Gmail, Live, or Yahoo), but you should ensure that these Otago accounts are not blocked as important emails may wind up in the trash.

There is a blackboard page for international business and it is used to post seminars and useful information.

All International business students will likely be interested in the range of papers on offer that meet language and culture specialisation requirements. If you are an international student, you may not be studying a language but might instead opt to study various culture papers. Can you give me some examples of culture papers that would count toward the International Business major?

The list below shows potential papers (check the main Otago website as your next step to confirm availability). The respective disciplines are Anthropology, Asian Studies, Chinese, English, European studies, French, Geography, German, History, Japanese, Politics, Media Film and Communication, Sociology, Spanish, Maori, Pacifica studies, Religious Studies.

Some papers may require prerequisites in the same subject area. Thus, it would be wise to consider planning ahead and start with a few 100-level papers in a particular area/Department (e.g., History) which will give you the option to proceed to 200-level.

The following list shows some of the papers that qualify as Culture Papers for the Group B requirement. Note that not every paper will be offered every year, and that this list is incomplete – you may find other papers and suggest these as part of your degree.

		2019-2020
ANTH103	Anthropology, Culture and Society	S1
ANTH105	Global and Local Cultures	S2
ANTH205	Contemporary Pacific Cultures	Not offered 2019/2020
ANTH206	Anthropology of Contemporary Issues	S2
ANTH210	Translating Culture	S1, Not offered 2020
ANTH312	Cultural Politics	S1
ANTH327	Anthropology of Money	S1
ASIA101	Introducing Asia	S1
ASIA201	Asian Popular Cultures	Not offered 2019/2020
ASIA202/302	Global China	S2
CHIN241	Contemporary Chinese Society	S1

CHIN244	Writing China: Texts, Ideas and History	S2, Not offered 2020
CHIN250	Practical Chinese: Chinese/English Translation	S2
ENGL127*	Effective Writing	S2, Summer School
ENGL128**	Effective Communication (see advisors in the Department of English and Linguistics for details on the compulsory test that you must write before being admitted to this paper)	S1
ENVI 111	Environment and Society	S1
EURO101	Introduction to European Studies	Not offered 2019/2020
EURO202/302	The Culture of the European City	S1
EURO304	Europe: Ideas and Nations	Not offered 2019
FREN250	Crossroads in French Cultural Space	S1
GEOG102	Human Geography	S2
GEOG210	Social Geography	S2
GLBL101	Introduction to Intercultural Communication	S1, S2 (2020)
GLBL201/301	Cultures of the Environment	S2
GERM105	Intensive German for Beginners	Not offered 2019
HIST102	The Global Twentieth-Century	S2
HIST106	Global History: Asia, Europe and the Middle East	S1, Not offered 2020
HIST223	Empires and Globalisations	S1, S2 (2020)
JAPA242/342	Understanding Japanese Culture	S2, Not offered 2020
JAPA243/343	Issues in Japanese Culture Today	Not offered 2019, S2 (2020)
MAOR110	Introduction to Conversational Māori	Summer School, S1, S2
MAOR111	Te Kākano 1 [post-introductory Māori language]	S1
MAOR112	Te Kākano 2 [post-introductory Māori language]	S2
MAOR211	Te Pihinga 1 [intermediate Māori language]	S1
MAOR212	Te Pihinga 2 [intermediate Māori language]	S2

MAOR311	Te Mahuri 1	S1
MAOR312	Te Mahuri 2	S2
MFCO102	Understanding Contemporary Media	S2
MFCO212	Media and Intercultural Communications	S1
MFCO222	Science Technology and Society	S2
MFCO313	Culture, Politics, Policy and Global Media	S2
MFCO317	Digital Culture	S2
MFCO318	Indigenous Media	Not offered 2019, S2 (2020)
PACI101	Pacific Societies	S2
PACI201	Contemporary Pacific Island Issues	S1
POLS104	International Relations – Introduction	S2, S1 (2020)
POLS207	Environmental Politics	S1, Not offered 2020
POLS208	Democracy	S2, Not offered 2020
POLS210	Tyranny Terror and the Politics of the Middle East	S1, S2 (2020)
POLS211	Global Political Economy	Not offered 2019, S1 (2020)
POLS213	New Zealand Foreign Policy	S1
POLS216	Politics of the European Union	S2, S1(2020)
POLS250	International Security in a Globalising World #	Not offered 2019/2020
POLS312	Ethics and International Relations	S1
POLS325	International Relations – Concepts and Theories	S1
PSYC204	Justice, Race & Class #	S1
RELS102	Introduction to Hinduism and Buddhism	S1
SPAN243	Latin American Culture and Literature	Not offered 2019, S1 (2020)
<i>Not offered in 2018 & 2019 but previously accepted</i>		
GEOG215	Urban Geography	
HIST211	Inventing Tradition in Modern Japan	
HIST213	Rise to Globalism: The USA since 1900	
HIST223	Empires and Globalisations	S2, 2020

JAPA344 Modern Japanese Fiction

S1, 2020

SPAN343 Latin American Popular Culture

*In some situations, the Department of English and Linguistics will suggest that students take LING121 instead of ENGL127.

Some papers need Departmental approval; application is made via special permissions where decisions are made on a case by case basis.

Commerce papers will generally NOT count as a culture paper as they will have, as their focus, business and commerce issues.

MANAGING YOUR OWN INFORMATION – TIPS ON ‘GETTING THINGS DONE’

1. Use eVision, which enables you to view your papers, work out any potential timetable clashes and update your personal information. eVision is very powerful as a student information management system, and you are strongly encouraged to make use of it.
2. Keep connected. It is absolutely critical that your contact information (especially your cellphone) on eVision is kept up-to- date. If, for any reason, a staff member at the University needs to reach you, this is the first place they will look to see how to make contact. This also means ensuring that your @student.otago.ac.nz email address (every student gets one) is kept clean and is not over its size limit.
3. Familiarise yourself with the Information Technology Services “Information for Students” website (otago.ac.nz/its/services/help/otago028618.html) as it contains vital information regarding the services that ITS offer for students and many helpful tips on any technology issues you may have.

Planning Checklist for Final Year Students. This is exciting. Before booking restaurants, motels, flights and photographers (and getting tickets to the ceremony confirmed), check your papers:

- Have you completed the required number of points (360 points for a standard BCom, more if you are perhaps doing double majors and double minors)?
- You are NOT double counting papers to make specialisation requirements?
- Do you have enough commerce points?
- Do you have the right balance of papers at the 200 and 300 Level?
- Have you completed your BCom core requirements?
- Have you completed the language and culture requirements?
- Have you completed the IB major requirements?
- Have you thought of interview training and is your CV completed and ready to go?
- Have you completed your professional Linked In profile and checked your social media presence? You might like to be sure to connect with fellow class mates and like the employers and organisations you “dream” of working for. (This can be done early on too!)

POSTGRADUATE OPTIONS – INTERNATIONAL BUSINESS

This section outlines the procedures and characteristics associated with studying toward the five postgraduate degrees offered in International Business at the University of Otago.

1. Bachelor of Commerce with Honours (BCom(Hons)) in International Business
2. Postgraduate Diploma in Commerce (PGDipCom) in International Business
3. Master of International Business (MIntBus)
4. Master of Commerce (MCom) in International Business
5. Doctor of Philosophy (PhD) in International Business

These degrees range in duration from two full-time semesters (approximately 10 months) for the PGDipCom to four years for the PhD (including examination and revisions). They also offer different start date options. Specifically, the Honours and Diploma degrees may be started in either February or July each year; MIntBus commences in February; and the two thesis-based research degrees (MCom and PhD) may be started at any time as they are undertaken on an individual basis.

The Business School website (otago.ac.nz/business) and the sites listed below contain information for both current and prospective students. If you find that the answer to a particular question regarding postgraduate options in International Business is not here, feel free to contact the Director of the International Business Programme, at intbusiness@otago.ac.nz.

There is an extensive amount of information available on the University of Otago website. A link that will help get you started is <https://www.otago.ac.nz/future-students/index.html>

The link for postgraduate study is <https://www.otago.ac.nz/postgraduate/index.html>

The link for postgraduate study in business is:

<https://www.otago.ac.nz/business/study/postgraduate/>

The link for the master in international business (MintBus) is:

<https://www.otago.ac.nz/courses/qualifications/mintbus.html>

Postgraduate papers at Otago are generally one semester in length and normally worth 20 points. There are exceptions, however, with a few designated papers spanning up to 12 months and/or being worth 40 points. Semesters at the University of Otago consist of 13 teaching weeks, followed by a formal examination period at the end; there is also a one-week break in the middle, resulting in a typical semester being 17 weeks in duration.

The structure of most of the postgraduate offerings in International Business offers some choice of papers that is, in many ways, up to you. Of course, this does not mean that you can take any papers that you want. All papers must have an international focus, which may be negotiated with the appropriate faculty and department on an individual basis, and are subject to approval by the Director, International Business. Note that the Director does not have the authority to allow you to enrol in these papers; that rests with the department offering each paper. Entry into all 400-level papers is at the discretion of the individual

department offering them. If you have no previous education background in a subject, it is likely that you will not be admitted to a 400-level paper in that subject. For example, if you have never studied Finance, you will not be allowed to undertake 400-level papers in Finance. This is particularly true for higher-level language papers and for advanced quantitative or technical subjects (e.g., Accounting, Economics, Finance, and Information Science).

In the degree requirements listed below, two subject lists are mentioned. The “Commerce” list includes papers in Accounting, Bioethics, Business Studies, Economics, Finance, Information Science, Management, Marketing, and Tourism [among others], while the “Arts and Music” list includes [among others] all of the languages on offer, Anthropology, Asian Studies, Bioethics, Buddhist Studies, European Studies, Gender Studies, Global Cultures, History, Maori Studies, Media Film & Communication, Pacific Islands Studies, Philosophy, Politics, Psychology, Religious Studies, and Sociology. These lists may be found at <https://www.otago.ac.nz/study/otago618684.html>.

BACHELOR OF COMMERCE WITH HONOURS (BCom(Hons))

To be admitted, students will normally be expected to hold a Bachelor of Commerce degree, with an emphasis or major in a specific concentration of business or commerce, and hold an overall grade average of B+ in their previous business/commerce papers.

The BCom(Hons) in International Business is generally comprised of four 20-point, one semester-long papers and the Honours dissertation worth 40-points, and is taken over a full year.

For a BCom(Hons) in International Business students must complete:

1. IBUS480 Dissertation; and
2. International papers at 400-level from Commerce subject lists (including a postgraduate research methods paper), worth 60 points as approved by the Director, International Business; and
3. Further international papers at 400-level worth at least 20 points from either Commerce or Arts and Music subject lists, as approved by the Director, International Business.

Applications for the BCom(Hons) are made online.0

POSTGRADUATE DIPLOMA IN COMMERCE (PGDipCom)

The PGDipCom in International Business is comparable to the BCom(Hons), differing principally in requiring six 20-point papers (rather than four 20-point papers plus a 40-point dissertation). Applicants will normally be expected to hold a three-year university degree with an emphasis or major in a specific concentration of business or commerce, and hold an overall grade average of B+ in their previous business/commerce papers.

The PGDipCom in International Business is generally comprised of six 20-point, one semester-

long papers, typically completed within two regular semesters.

For a PGDipCom in International Business students must complete:

1. International papers at 400-level from Commerce subject lists, worth 80 points as approved by the Director, International Business; and
2. Further international papers at 400-level worth at least 40 points from either Commerce or Arts and Music subject lists, as approved by the Director, International Business.

Applications for the PGDipCom are taken only online, via the link “Apply Now” at:

<https://www.otago.ac.nz/courses/qualifications/pgdipcom.html>

How to select your papers for the PGDipCom (International Business)?

You should explore the papers on offer from the various departments in the Business School (start at [otago.ac.nz/business/study/postgraduate/index.html](https://www.otago.ac.nz/business/study/postgraduate/index.html)). If you wish to study at a higher level in the future you should include a postgraduate research methods paper.

MASTER OF INTERNATIONAL BUSINESS (MIntBus)

Admission to the MIntBus requires a bachelor’s degree in a relevant discipline with an overall grade average of B+ in the relevant 300-level papers. (For candidates with significant relevant work experience following completion of their bachelor’s degree, a grade average of B or higher will be considered.) The MIntBus offers two pathways, depending on which type of project is chosen, for those intending business or research/academic/public service careers.

The MIntBus consists of seven 20-point, one semester-long papers plus a 40-point project. This degree is intended to take 12 months full-time, or 24 months part-time, with some variation related to the individual timing of the project component.

A MIntBus requires completion of:

1. Three compulsory papers:

- MANT 414 Research Process
- MANT 454 Global Management
- MANT 460 Advanced Global Business Strategy

2. Four elective papers chosen from those listed* at [otago.ac.nz/courses/qualifications/mintbus.html](https://www.otago.ac.nz/courses/qualifications/mintbus.html) which (at present) are:

- ACCT 412 International Accounting Not offered 2020
- BSNS 401 The Environment of Business and Economics S1, 2020

- ECON 404 International Economics Not offered 2020
- ENTR 411 Introduction to Entrepreneurship 17 Feb-27 March 2020
- ENTR 415 New Venture Strategy 30 March-8 May 2020
- FINC 410 Advanced International Financial Management S2, 2020
- MANT 415 Advanced Research Practice Not offered 2020
- TOUR 422 Tourism and Global Environmental Change S2, 2020
- CHIN 441 Topics in Advanced Chinese S1 & S2 2020
- FREN 441 Topics in Advanced French S1 & S2 2020
- GERM 441 Topics in Advanced German S1 & S2 2020
- JAPA 441 Topics in Advanced Japanese S1 & S2 2020
- SPAN 441 Topics in Advanced Spanish S1 & S2 2020

*Not all papers are offered in every year. Requested variations from this list should be discussed with and may be approved by the Director, International Business.

3. Plus one of the following projects (40 points each):

- IBUS 501 Applied Project
- IBUS 580** Research Project

**Students enrolling in IBUS 580 should take MANT 415 (or another approved research methods paper) as one of their elective papers.

Application procedures – MIntBus

Applications for the MIntBus are taken only online, via the link “Apply Now” at:

<https://www.otago.ac.nz/courses/qualifications/mintbus.html>

MASTER OF COMMERCE (MCom)

The MCom in International Business is a minimum of one-year full-time (or equivalent part-time) research degree open to those who have completed a BCom (Hons), a PGDipCom, or an equivalent qualification from another university. Candidates choose a research topic in consultation with an academic staff member from within the School of Business who shall act as the formal supervisor.

It is the applicant’s/student’s responsibility to secure a supervisor based on the topic they have chosen to study/research for their thesis.

While the thesis, designated IBUS 5, that is written to satisfy the MCom degree requirement is not necessarily an original contribution to the research area, it is expected to stand as evidence that the student has mastered specific research skills, has extensive knowledge of relevant academic literature, and has the ability to design and coordinate substantial research projects and associated activities. One benefit of the MCom in International Business is linking of practical research experience and specialised knowledge, skills which are highly regarded in the international business environment. An MCom is also a means by which an academic career can be developed (i.e., this is the recommended pathway for those intending to subsequently pursue a PhD).

Note: Students wishing to enter the MCom in International Business will be required to have already undertaken a research methods paper at the 400-level.

Additional general information on the requirements for an MCom can be found at:

otago.ac.nz/courses/qualifications/mcom.html

Application procedures – MCom (International Business)

Applications for the MCom are taken only online, via the link “Apply Now” at:

<https://www.otago.ac.nz/courses/qualifications/mcom.html>

DOCTOR OF PHILOSOPHY (PhD)

The PhD is a programme of supervised, individual, original research. The PhD is by thesis only, although you may be required to take some papers to strengthen your background in relevant areas. The completion time for a PhD is approximately three years (to the date of submission of the thesis for examination), followed by an examination and revision period of variable duration (typically less than one year).

To be accepted for a PhD, students need to have either a good Master’s degree with a relevant research component or a good four-year honours degree with a relevant research component. In the application to do a PhD, students will need to include a provisional research proposal (approximately four pages in length) that meets departmentally-specified requirements (available on request; these vary by department and are updated periodically).

Acceptance into a PhD in International Business depends on whether the student can find a supervisor to supervise the work. One initial way to identify a potential supervisor is to browse the websites of various faculty members within the School and see if anyone’s expertise lines up with what you are proposing. The Director is not in a position to find a supervisor for you, largely because the nature of what you want to do is a personal choice and thus the approach when soliciting a supervisor should come from you directly.

Only when a supervisor has agreed to supervise your PhD will the application be formally considered by the Director, International Business. That means that your application to the programme/degree must include a copy of an email or letter from the person who has agreed to supervise you and endorsement from the Head of Department of your proposed supervisor, sent to the Director, International Business. Failure to provide the Director with a

letter or copy of an email will result in the application being sent back or delayed until such approval is received.

The PhD is a university-level (not school-level) degree, with overall specifications applying throughout the university. Admissions procedures involve consideration at the programme/department level, school level, and university level. More information on the requirements for a PhD can be found here: otago.ac.nz/courses/qualifications/phd.html

ADDITIONAL CONTACT INFORMATION

OTAGO BUSINESS SCHOOL

International Business Programme
c/- Department of Management
Reception, Level 6, Commerce Building
Tel: 03 479 8129
Email: intbusiness@otago.ac.nz

BUSINESS CASE COMPETITIONS

The Business School participates in national and international business case competitions offering students the opportunity to test their knowledge in a competitive environment. Each competition is generally held in one day at a specific venue. Team members are given a case to solve and must devise a strategy which they then present to a panel of judges. The winning strategy wins the competition. More information is available under the Business Case Competition heading at:

<https://www.otago.ac.nz/business/studentactivities/businesscase/index.html> or contact Dr Sergio Biggemann, Commerce Building, room 4.12, Tel: +64 3 479 8467 and email: sergio.biggemann@otago.ac.nz

STUDENTS WITH DISABILITIES

If you have a disability or condition which may adversely affect your studies, please let your lecturers and tutors know. They are reliant on you to make your needs known and will try to meet those needs wherever possible.

Contact:
Disability Information and Support
Tel: 03 479 8235
Email: disabilities@otago.ac.nz
Website: <https://www.otago.ac.nz/disabilities/index.html>

MĀORI STUDENT SUPPORT AND MENTORING

The Business School's Kaiāwhina Māori, offer Māori students academic advice and general information about studying at the Business School. For more information please visit <https://www.otago.ac.nz/business/studentactivities/resources/otago033760.html> or <https://www.otago.ac.nz/business/studentactivities/maoristudentsupport/> or <https://www.otago.ac.nz/business/studentactivities/resources/otago033853.html> .

Te Tai Tuara, the Māori Commerce Students' Association, provides contacts and networking opportunities: <https://www.otago.ac.nz/business/studentactivities/tetaituara.html>

You may also wish to use the Student Learning Centre or the Māori Centre (Te Huka Matauraka) to help your learning or just help you settle into the University community. The Business School hosts an annual hui for all students of Māori descent.

Otago Business School Kaiāwhina Māori
Rachel Sizemore
Dean's Office, Ground Level, Commerce Building
03 479 5342
Email: rachel.sizemore@otago.co.nz

Associate Dean - Māori/Manutaki Tuarua – Māori
Katharina Ruckstuhl
Dean's Office, Ground Level, Commerce Building
Tel: 03 479 4916
Email: katharina.ruckstuhl@otago.ac.nz

Pacific Islands' Student Academic Advisor
Esmay Eteuati
Dean's Office, Ground Level, Commerce Building
Tel: 03 479 4756
Email: esmay.lemalu-eteuati@otago.ac.nz

Department of Languages and Cultures
Email: languages@otago.ac.nz
Tel: +64 479 9032

OTHER OFFICES IN THE UNIVERSITY

AskOtago <https://otago.custhelp.com/>
Tel: 0800 80 80 98

Otago Business School: <https://www.otago.ac.nz/business/index.html>
Fees Information: <https://www.otago.ac.nz/study/fees/index.html>
Scholarships Information: <https://www.otago.ac.nz/graduate-research/scholarships/index.html>

Māori Centre
515-523 Castle Street
Tel: 03 479 8490
Website: <https://www.otago.ac.nz/maoricentre/index.html>

Pacific Islands Centre
Nina Kirifi-Alai – Manager
1 Leithbank
Tel: 03 479 8278
Email: pacific@otago.ac.nz
Website: <https://www.otago.ac.nz/pacific/index.html>

International Office
Archway West Ground Floor
Tel: 03 479 8344
Website: <https://www.otago.ac.nz/international/>

Careers Development Centre
Information Services Building
65 Albany Street, loading bay opposite Clubs & Societies Building
Tel: 03 479 8244
Website: <https://www.otago.ac.nz/careers/index.html>

STUDENT LEARNING DEVELOPMENT

The Student Learning Centre provides a range of services, free of charge, to assist all students in their study and learning. They provide a range of workshops throughout the year on study and learning techniques, including essay writing, effective reading, note-taking and note-making, oral presentation skills, critical thinking, learning to learn, time management, and examination techniques. They also offer individual assistance on study-related matters.

Contact:
Student Learning Centre
Tel: 03 479 5786
Email: hedc.studentlearning@otago.ac.nz
Website: <https://www.otago.ac.nz/hedc/students/index.html>

While all reasonable efforts have been taken to ensure that the information contained herein is correct at the time of posting, matters covered by this publication are subject to change. Updated information will be available online at [otago.ac.nz/internationalbusiness](https://www.otago.ac.nz/internationalbusiness)