

Expiring and expired versions of NZ Diploma in Business prescriptions

Prescriptions on this page have been reviewed and current versions are available on the [main prescriptions page](#). The last date for assessment is listed under 'expiry date'.

Code	Version	Title	Expiry/ Expired date	Outcomes/ aims
400 (Level 4)				
400	1	Accounting Principles (PDF, 59KB)	31 October 2014	Students will understand financial statements and reports and be able to analyse and interpret business performance for sole traders and small companies.
430	2	Statistics and Financial Mathematics for Business (PDF, 94KB)	31 December 2016	Students will be able to summarise, analyse, interpret and present data, make predictions and apply financial mathematics to aid business decision making.
432	1	Office Management (PDF, 15KB)	31 December 2015	Students will demonstrate knowledge of effectively managing an

				office and its employees.
435	1	Fundamentals of Small Business (PDF, 21KB)	30 June 2015	Students will demonstrate knowledge of the characteristics, options and operation of small business in the New Zealand context.
469	1	Academic Skills for Business Studies (PDF, 37KB)	31 December 2015	Students will recognise the skills of vocabulary acquisition and use, reading, note taking, critical thinking, writing and oral presentation in a business context.
500 (Level 5)				
500	1	Accounting Principles (PDF, 39KB)	31 December 2017	Students will understand financial statements and reports and be able to analyse and interpret financial performance for sole traders and small companies.
501	2	Accounting Practices (PDF, 47KB)	31 December 2017	Students will record and process financial transactions and prepare financial statements and cash budgets for entities.

510	1	Introduction to Commercial Law (PDF, 18KB)	30 June 2015	Students will demonstrate knowledge of commercial law, to enable application of legal reasoning.
520	2	The Economic Environment (PDF, 98KB)	31 December 2016	Students will apply elements of economic theory with emphasis on the contemporary New Zealand environment.
530	2	Organisation and Management (PDF, 40KB)	31 December 2016	Students will understand the factors that influence management and the organisation and apply a range of factors.
541	1	Fundamentals of Marketing (PDF, 61KB)	31 December 2013	Students will have a working knowledge of fundamental marketing concepts relevant to contemporary organisations.
550	2	Business Computing (PDF, 93KB)	30 June 2018	Students will discuss, evaluate and apply information technology to meet business requirements.
560	2	Business Communication (PDF, 85KB)	31 July 2016	Students will apply communication knowledge and skills in the evolving context of

				New Zealand business.
570	1	Introduction to Banking and Financial Services (PDF, 15KB)	31 December 2015	Students will demonstrate an understanding of the structure, customer relationship, products and services of the financial services industry in New Zealand.
580	1	Principles of Tourism (PDF, 20KB)	31 December 2015	Students will understand concepts of global tourism and apply this knowledge to the tourism industry in New Zealand.
600 (Level 6)				
601	2	Financial Accounting (PDF, 42KB)	31 December 2017	Students will apply the regulatory and technical aspects of financial accounting and external reporting for companies and evaluate financial and non-financial information.
602	2	Management Accounting (PDF, 40KB)	31 December 2017	Students will collect, interpret, present and use relevant management accounting information for an organisation to effectively plan, control and make appropriate

				decisions regarding business operations.
603	2	Business Finance (PDF, 46KB)	31 December 2017	Students will apply financial management knowledge and skills to a small or medium size business for decision-making purposes.
605	2	Internal Auditing (PDF, 65KB)	31 December 2018	Students will understand the role of internal auditing in the corporate governance framework.
606	1	Taxation (PDF, 66KB)	31 October 2014	Students will apply knowledge of taxation rules to New Zealand taxable entities in a range of situations.
610	1	The Law of Business Entities (PDF, 20KB)	30 June 2015	Students will demonstrate understanding of the legal requirements for establishment, operation and the cessation as applied to various forms of business entity.
611	1	Business Law (PDF, 19KB)	30 June 2015	Students will demonstrate understanding of practical legal opportunities, responsibilities and risks that arise

				in specific business situations.
620	1	Managerial Economics (PDF, 61KB)	31 December 2013	Students will apply economic principles for managerial decision-making.
630	1	Leadership (PDF, 59KB)	31 December 2013	Students will understand concepts and apply principles of leadership. Students will create a personal plan to develop leadership capabilities.
631	1	Strategic Planning for Small Business (PDF, 15KB)	30 June 2015	Students will develop a strategic plan for a small business in New Zealand.
632	2	Operations Management (PDF, 166KB)	30 June 2018	Students will understand functions of operations management and apply techniques to ensure efficient and effective provision of goods and services.
633	2	Human Resource Management (PDF, 75KB)	31 December 2016	Students will understand the roles, functions and application of Human Resource Management within contemporary New Zealand organisations.
635	2	Employment Relations (PDF, 25KB)	30 June 2015	Students will apply current New Zealand

				employment relations legislation, processes and practices, and understand the implications for employment relationships.
635	3	Employment Relations (PDF, 27KB)	31 December 2016	Students will apply current New Zealand employment relations legislation, processes and practices, and understand the implications for employment relationships.
636	2	Applied Management (PDF, 82KB)	31 December 2016	Students will apply management concepts.
642	1	Marketing Research (PDF, 53KB)	31 December 2013	Students will conduct marketing research to develop and assess marketing strategies.
644	1	Buyer Behaviour and Communication Strategies (PDF, 50KB)	31 December 2013	Students will understand buyer behaviour and develop appropriate marketing communication strategies to reach consumer and organisation markets.

648	2	Marketing Planning and Control (PDF, 67KB)	31 December 2016	Students will produce an operational marketing plan for a market, business or product.
650	2	Applied Computing (PDF, 85KB)	30 June 2018	Students will use advanced software features to develop computer based solutions for business problems, and improve productivity and efficiency.
652	2	Systems Development Project (PDF, 56KB)	31 December 2018	Students will analyse and develop a simple work group application to improve productivity in a multi-user environment, using a systems development methodology.
655	1	Information Systems Management (PDF, 74KB)	31 December 2014	Students will demonstrate understanding of information systems and their effective management, and use information technologies to enhance business processes and contribute to achievement of

				organisational goals.
670	1	Advanced Banking (PDF, 15KB)	31 December 2015	Students will apply knowledge of aspects of strategic management within banks.
675	1	Lending and Securities (PDF, 18KB)	31 December 2015	Students will apply the principles of good lending and loan management to personal and business customers.
676	1	International Trade and Finance (PDF, 24KB)	31 December 2015	Students will apply knowledge of appropriate products, strategies and practices in the conduct, financing and settlement of international trade.
685	1	Tourism Industry Management (PDF, 22KB)	31 December 2015	Students will apply business concepts to develop a business plan for a small to medium sized tourism venture.