

Higher Diploma in Business Service Operations and Management

Curriculum

Modules in HDBSOM		Hours	Module value
Level 1	Semester One		
	Business Mathematics	45	3
	Business Chinese	45	3
	Life Skills	45	3
	Office Applications	45	3
	Vocational English and Communication Skills I	90	6
	Semester Two		
	Business Environment, Ethics & Society	60	4
	Personal Development & Effectiveness	60	4
	IS Application for Business	60	4
	Vocational English and Communication Skills 2	90	6
	540	36	
Level 2	Semester Three		
	Business Accounting 1	45	3
	Business Economics	45	3
	Business Software Applications	45	3
	English & Communication for Business 1A	30	2
	Integrated Studies	45	3
	Marketing	45	3
	Semester Four		
	Business Accounting 2	45	3
	Business Information Analysis	45	3
	Business Management	45	3
	Chinese Communication for Business	45	3
	English & Communication for Business 1B	30	2
	Business Service Operations Fundamentals	45	3
	510	34	
Level 3	Semester Five		
	Supply Chain and Logistics Management	45	3
	Management Information Systems for Service Operations	45	3
	Quantitative Analysis for Service Operations	45	3
	Event Planning and Promotion	45	3
	Legal Environment for Business	45	3
	English & Communication for Business 2A	30	2
	Semester Six		
	China Business Studies	45	3
	Negotiation and Influencing Skills	45	3
	Accounting and Finance for Business Decisions	45	3
	Service Quality & Project Management	45	3
	Retail Operations	45	3
English & Communication for Business 2B	30	2	
	510	34	
Level 4	Semester Seven		
	Accounting Information Systems	45	3
	Business Strategies and Tactics	45	3
	International Service Operations	45	3
	Service Marketing	45	3
	Human Relations and Human Resources Management	45	3
	Project 1	30	2
	Semester Eight		
	Entrepreneurship Management	45	3
	Service Design and Improvement	45	3
	Customer Service & Relationship Management	45	3
	Business Continuity Management	45	3
	Contemporary Issues in Business Service Operations and Management	45	3
	Project 2	30	2