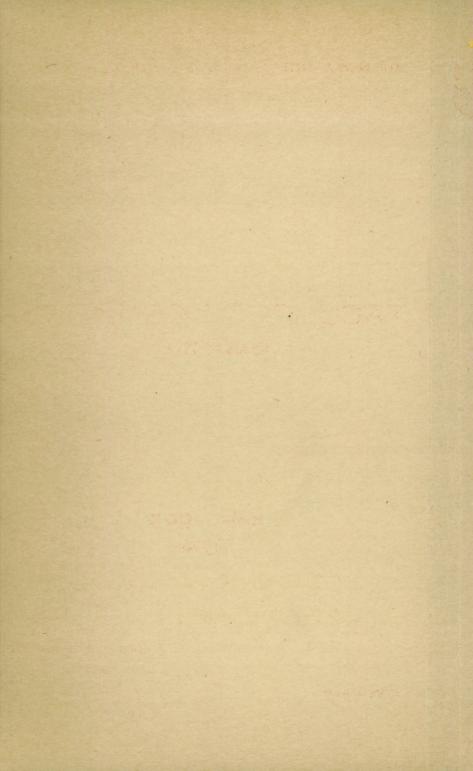THE NEW SOUTH WALES UNIVERSITY OF TECHNOLOGY

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FACULTY OF COMMERCE
KENSINGTON

HANDBOOK
1958

Price : TWO SHILLINGS

FOREWORD

The aim of the Faculty of Commerce is to provide, within the ambit of the course of study leading to the award of the Degree of Bachelor of Commerce, a training which will make its graduates well fitted to attain and hold responsible positions in the fields of commerce, finance, industry and the public service.

To this end undergraduates working for the Degree of Bachelor of Commerce are not only provided with a general education. The special characteristic of the New South Wales University of Technology is its concern with the application of advanced knowledge to the problems of industry and commerce. In conformity with this guiding principle of the University, all undergraduates in the Faculty are offered the opportunity of obtaining a measure of specialised practical training in one of the following fields:—

> Accountancy;
>
> Economics;
>
> Statistics;
>
> Applied Psychology.

Moreover, these opportunities are available whether the undergraduate follows a curriculum leading to a Pass or Honours Degree and whether he studies on a part-time or full-time basis.

In Australia, as elsewhere, the demand for trained and qualified executive personnel far exceeds the supply. Indeed, it was precisely because of their confident belief that this demand exists and must be met, that the Council of the New South Wales University of Technology have established the Faculty of Commerce and thus inaugurated the first Degree of Bachelor of Commerce within New South Wales. The successful candidate for the Degree of Bachelor of Commerce will be well placed to meet this demand.

In this Handbook those who are contemplating enrolling for the study of commercial subjects will find all the relevant information concerning the curricula offered by the Faculty of Commerce of the New South Wales University of Technology, together with instructions as to how they may obtain any additional guidance which they need. I commend it to their attention.

<div align="right">J. P. BAXTER, Vice-Chancellor.</div>

FACULTY OF COMMERCE

HANDBOOK 1958

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FACULTY OF COMMERCE

CALENDAR FOR 1958

February—
      Monday 10......... Enrolment period begins.
      Friday 14 .... Enrolment period ends.
      Monday 17......... First Term begins.

March—
      Wednesday 5...... Faculty of Commerce meets.

April—
      Wednesday 30 ... Faculty of Commerce meets.

May—
      Saturday 10 ...... First Term ends.
      Monday 26......... Second Term begins.

July—
      Wednesday 2...... Faculty of Commerce meets.

August—
      Saturday 16 ...... Second Term ends.

September—
      Monday 1 .... Third Term begins.
      Wednesday 3...... Faculty of Commerce meets.

November—
      Saturday 8......... Lectures cease.
      Monday 17......... Examinations begin.
      Saturday 22 ...... Third Term ends.

December—
      Saturday 6......... Examinations end.

January—1959.
      Monday 19......... Deferred examinations begin.
      Saturday 31 ...... Deferred examinations end.

FACULTY OF COMMERCE

Lecturing Staff

Dean

Professor D. C. Rowan, B. A., Bristol.

SCHOOL OF ACCOUNTANCY

Professor of Accountancy and Head of School.

E. B. Smyth, F.A.S.A., A.C.I.S., A.S.T.C. (Accy.).

Senior Lecturers

W. L. Burke, B.A., B.Ec. Syd., F.A.S.A., A.C.I.S.

R. G Dryen, A.A.S.A., A.C.A.A.

L. N. Lee, B.A., B.Com. Q'ld., A.A.U.Q., A.A.S.A., A.C.I.S.

L. A. McPherson, A.A.S.A., A.C.I.S.

Lecturers

C. R. Airey, B.A., B.Ec., B.Sc., Dip.Ed.Syd., A.A.S.A.

R. L. Bowra, LL.B.Syd., A.A.S.A.

A. A. Forster, F.A.S.A., F.C.I.S.

Part-time Lecturers

Associate Professor D. G. Benjafield, D.Phil.Oxon., LL.B.

E. Gallagher, A.A.S.A.

G. Howitt, B.Ec., A.A.S.A., A.C.A.A., A.S.T.C. (App.Psych.)

A. Kirkwood, A.S.T.C. (Mngt.).

H. Levy, B.Ec.Syd., A.A.S.A., A.C.A.A., A.C.I.S.

Associate Professor W. Morison, D.Phil.Oxon., B.A., LL.P

W. Ridden, B.Ec.Syd.

Professor of Economics and Head of School

D. C. Rowan, B.A.Bristol.

Lecturers

J. Child, B.Com., M.A.N.Z., D.Phil.Oxon.

H. M. Kolsen, B.Ec.Syd.

J. Kmenta, B.Ec.Syd.

J. D. Pitchford, M.Com.Tas.

N. Runcie, B.Ec.Syd.

Part-time Lecturers

N. Drane, B.Ec.Syd., A.M.Harv.

R. Layton, B.Ec.Syd.

J. Mallyon, B.Ec.Syd.

P. Marshman, B.Com. Melb.

SCHOOL OF HOSPITAL ADMINISTRATION

Professor of Hospital Administration and Head of School

S. B. Hatfield, M.B., B.S., M.P.H. (Hospital Admin.), M.A.C.H.A., M.C.R.A.(Aust.)

Part-time Lecturers

B. P. Billington, M.B., B.S.Syd., M.R.A.C.P.

H. L. Carruthers, M.B., B.S.Syd., D.T.M.Syd., Dip.Bact.Lond.

B. T. Doyle, B.A.Syd., Dip.Public Admin.

B. R. V. Forbes, M.B., Ch.M.Syd.

J. Fulton, O.B.E., M.B., B.S.Melb., D.P.H.

J. Goodings, A.R.I.B.A., A.R.I.A.A.

T. A. C. Griffith, B.Ec., F.H.A.

Mrs. M. F. Guy, F.C.N., S.T.Dip.Syd.

A. Kirkwood, A.S.T.C.(Mngt.).

C. J. McCaffrey, M.B.Syd., D.P.M.

Miss K. Ogilvie, M.B.E., B.A., A.M.I.A.Lond.

Miss C. Spurway, B.A., R.R.L.

GENERAL INFORMATION

(1) *First Enrolments*: All students enrolling at the University for the first time, whether in first year or with advanced standing, must enrol through the Guidance Office located at 45 Broadway. Students should make application for enrolment as soon as the results of their qualifying examination (Leaving Certificate, Qualifying and Matriculation, or Matriculation examination) are known.

Applicants for enrolment with advanced standing are advised to lodge an application as soon as possible and prior to 31st December in the year preceding that in which enrolment is proposed.

(2) *Later Year Enrolments*: All students enrolling other than for the first time should enrol at the Schools of Accountancy or Economics, both of which are located at Anzac Parade, Kensington. In the case of full-time degree courses, students should enrol during Enrolment Week at the commencement of the academic year.

Part-time students are advised by notice on School notice boards of the detailed procedure for re-enrolment in the ensuing year. These notices are posted towards the end of third term.

(3) *Conversion Courses*: Enrolment in these courses must commence with an application to the Registrar for admission, and the applicant will be notified of the subsequent procedure.

Requirements for Admission

The requirements for admission to undergraduate courses leading to a Degree are set out in full in the Calendar of the New South Wales University of Technology to which reference should be made for further guidance.

In general, however, applicants may satisfy entrance requirements by passing the New South Wales Leaving Certificate (or equivalent examination) in at least five subjects of which one must be English and one other must be Mathematics I, or Mathematics II, or General Mathematics, three other subjects being chosen from the following groups, at least one of the three being from Group A:

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Group A.

Languages

Economics

History

Science

(see Calendar for details).

Group B.

Mathematics

Music

Descriptive Geometry and Drawing

(see Calendar for details).

(It should be noted that some subjects for the Leaving Certificate are *not* approved for admission to the New South Wales University of Technology.)

Candidates who successfully meet these conditions shall be classed as "registered students" after enrolment.

Applicants may be accepted as "registered students" of the New South Wales University of Technology if they hold a diploma from the New South Wales Department of Technical Education or any other Technical College recognised by the University. The status of such "registered students" shall be determined by the Professorial Board, which shall also determine whether the applicant's qualifications are sufficient for entry into the Faculty concerned.

A person who has satisfied the examination requirements for entrance to the Diploma courses of the Department of Technical Education, New South Wales, may also be admitted as a "registered student". This provision shall not apply to examinations held later than March, 1959. Full details of the relevant examination requirements are set out in the Handbook of the Department of Technical Education.

Enquiries

Enquiries regarding an applicant's eligibility for admission as an undergraduate reading for the Degree of Bachelor of Commerce should be made at either:

(i) The Schools of Accountancy or Economics, N.S.W. University of Technology, Kensington. Tel. No. FF 0351.

or

(ii) The Guidance Office, 45-47 Broadway, Sydney. Tel. No. M0422 Ext. 284.

More detailed enquiries concerning such matters as exemptions, reading lists, etc., should be made at the appropriate School.

The fees payable by students of the Faculty of Commerce are as follows:—

	Fee per annum.	Fee per term.
	£	£
Degree and Conversion Courses (over 6 hours per week)	36	12
Degree and Conversion Courses (6 hours per week or less)	18	6
Accountancy Diploma	36	12

All students enrolling for the first time will be required to pay a matriculation fee of £3. A graduation fee of £3 is also payable before admission to a degree.

Late Fees

(*a*) Any student, including a new student, who enrols after the third week of any term, irrespective of whether he/she is responsible for the payment of his/her fees, shall be charged a late fee of £1 per term;

(*b*) the late fee will be increased to £2 in the case of enrolments effected after 31st March (1st term), 30th June (2nd term), and 30th September (3rd term).

General

It is pointed out that fees are now payable on a term basis. Students who find difficulty in paying the annual fee are advised—

(*a*) to pay the terminal fee by the appointed date;

(*b*) that any application for extension of time in which to pay fees due (a maximum of one month may be permitted) must be submitted in writing to the Registrar *before* the date on which late fees are payable.

University of Technology Students' Union

Annual subscription, £1 4s. (compulsory for all registered students).

University of Technology Sports Association

Annual subscription, 10s. (compulsory for all registered students).

COURSES

Bachelor of Commerce (Pass Degree)

The course for this Degree is normally to be completed in three years of full-time or five years of part-time study. Students who display special aptitude and who have ample time at their disposal

may, subject to the approval of the Faculty, complete the Degree in four years of part-time study. At the conclusion of the first year of study each student must elect his or her field of specialisation.

Bachelor of Commerce (Honours Degree)

The course for this Degree is normally to be completed in four years of full-time and six years of part-time study. Students who display special aptitude and who have ample time at their disposal may apply for the permission of the Faculty to complete the Degree in five years of part-time study. At the conclusion of the first year each student must elect his or her chosen field of specialisation.

Conversion Course

Existing holders of the Diploma in Accountancy may convert their Diplomas into a Pass Degree of Bachelor of Commerce in Accountancy by following a course of two years part-time study (see Table V). This course is *not* available to students who entered the Diploma course in or after 1957.

Diploma Course in Accountancy

The Faculty is responsible for the instruction and examination of candidates for the Diploma in Accountancy awarded by the Department of Technical Education. This is a five-year part-time course. Further details are given on pp. 28-29. Enquiries regarding it should be made in the first instance at the Guidance Office, 45 Broadway.

Specializations Available.

At present, students must choose one of the following fields of special study:

Accountancy (see pp. 15-20).

Economics (see pp. 20-21, 24-27).

Statistics (see pp. 22, 24-27).

Applied Psychology (see pp. 23-27).

According to the special field chosen, successful candidates will be awarded one of the following degrees:

Bachelor of Commerce in Accountancy.

Bachelor of Commerce in Economics.

Bachelor of Commerce in Statistics.

Bachelor of Commerce in Applied Psychology.

Attendance at Lectures

Undergraduates reading for the Degree of Bachelor of Commerce must attend the prescribed lectures in each subject of their course. Where a student wishes to be absent from lectures application should be made to the Head of the School concerned.

From time to time because of illness or other circumstances beyond their control, students are unable to attend lectures. In such cases the students concerned should inform the Head of the School in writing of the circumstances leading to their absence.

Tutorial Classes

In each of the principal subjects of the Bachelor of Commerce curricula the instruction given in lectures is supplemented by tutorial classes. Each of these tutorial classes is composed of a small group of students and the aim of the tutorial method is to ensure that every student obtains individual attention and guidance on the problems and difficulties encountered in lectures and reading. Students are urged in their own interests to make the fullest possible use of these tutorial classes.

Attendance at tutorial classes is compulsory. Where a student is unable to attend, the tutor should be informed of the reasons in writing.

Essays and Assignments

From time to time students are required to submit essays and exercises. All written work must be submitted as required and the standard of the written work submitted will be taken into account in assessing students' results.

Admission to the Annual Examination

Students are warned that failure to maintain a satisfactory record of attendance at lectures and tutorial classes or to submit written work when called upon to do so may result in exclusion from the Annual Examination.

Thesis

Each undergraduate is required to present a short thesis in his final year the standard of which will be taken into account in assessing his final result.

The subject chosen for the thesis must be approved by the Head of the School in which the undergraduate is specialising and the thesis must be written under the supervision of a member of staff nominated by the Head of the School.

Students are recommended to obtain approval of their chosen subject and undertake preliminary planning during their penultimate year of study. The thesis must be presented in the appropriate form by a date in the final year determined by the Head of the School concerned.

Course Structure and Time-tables

In the Degree curricula outlined in Tables I-IX, the hours of compulsory attendance at lecture and tutorial classes do not exceed:—

For Part-time students—Nine hours per week.

For Full-time students—Fifteen hours per week.

In general the times of lecture and tutorial classes are such that no part-time student is required to attend the University on more than three evenings a week during term. The purpose of this arrangement is to ensure adequate free time for reading and the completion of written work.

All lecture and tutorial classes will be given at Kensington. Evening classes are held between 6 p.m. and 9 p.m.

Students are reminded that the time-tables given on pp. 43-45 of this Handbook are provisional and subject to alteration at short notice.

Students are warned that if, because of failure in examinations, they are compelled to repeat courses, the Faculty cannot accept the responsibility for providing them with a time-table restricted to attendance at the University on three evenings a week. Students therefore are recommended to make every effort to pass the subjects in the order set out in the relevant time-tables.

<center>LIBRARY</center>

Students studying for the Degree of Bachelor of Commerce are expected to read widely and critically. Library facilities are available in the main Library of the University at Kensington which provides a reference and lending service. The Library possesses a very comprehensive collection of journals of which students are advised to take full advantage.

The hours of the Library are:

During Term: 9.15 a.m. to 9.0 p.m., Monday to Friday.

During Vacation: 9.15 a.m. to 5.0 p.m., Monday, Tuesday, Thursday and Friday; 9.15 a.m. to 7.30 p.m. Wednesday.

All students are urged, in their own interests, to familiarize themselves as soon as possible with the facilities afforded by the Library, the indexing system employed, and the rules under which books and periodicals may be borrowed. Students are advised that they are expected to devote a considerable part of the vacations to reading.

NOTICE BOARDS

Administrative arrangements and other information of importance to students are set out on the Faculty and School notice boards. It is essential that students develop the habit of consulting these notice boards at frequent intervals.

SCHOLARSHIPS AND AWARDS

Full details of scholarships and awards are set out in the University Calendar.

Students enrolled in the Degree or Diploma courses in the Faculty of Commerce are eligible to apply for Commonwealth Scholarships. They are also eligible for consideration for one of the exhibitions or bursaries awarded by the University or Bursary Endowment Board. Those interested should study carefully the information given in the latest University Calendar.

PRIZES

The following prizes are awarded annually in respect of the examinations in the Accountancy Diploma course.

Donors:—

E. S. Wolfenden and Company—Prize for Cost Accounting.

E. S. Wolfenden and Company—Prize for Economics.

The Chamber of Manufactures—Prize for best Stage II student.

The Law Book Company of A/sia. Pty. Ltd.—Prize for best Stage I student.

N.S.W. University of Technology Accountancy Association—Prize for the best Diplomate of the year.

STUDENT ACTIVITIES

Membership of a wide variety of societies and clubs is available to all students enrolling in the University. The compulsory fee of £1 14s. entitles them to participate in the many activities under the control of the Students' Union and the Sports Association. Those interested in sporting, political, religious or hobbycraft societies will find ample opportunity to satisfy their interests and are assured of a welcome from any of the societies which cater for them. Those with a flair for journalism will find that "Tharunka", the student paper, is grateful for their contributions.

In particular, the Accountancy Association automatically admits to membership all students of the Faculty of Commerce and seeks to provide opportunity for all to meet one another beyond the con-

fines of the lecture rooms. Briefly, the objects of this Association are to promote acknowledgment of the professional standing of its graduates, to promote social relationships between members and with others in the field of commerce and to promote the general interests and welfare of the members.

Formed in 1954, the Association has gathered strength quickly and is regarded as one of the most active societies in the University at the present time. Popular functions which have been established as annual events are the Accountancy Ball held in May, and the Annual Dinner usually held in early December. Other social events such as golf and cricket matches are organised from time to time with much success.

Participation in some at least of the activities offered is considered an essential part of university education and all students should make a conscientious effort to devote some part of their time to extra-curricular activity.

SYLLABUSES FOR COMMERCE COURSES

The Degree of Bachelor of Commerce in Accountancy

Both the Pass and Honours curricula leading to the award of this Degree give a comprehensive and thorough training in Accountancy built upon a foundation of general disciplines such as Philosophy, History, English and Psychology and subjects such as Economics and Statistics which are essential to a thorough study in the field of Commerce. The study of these more general subjects enables students to see Accountancy in proper perspective.

In the specialist field of Accountancy, the treatment of Accounting and the associated subject of Law is particularly comprehensive. Both the Pass and Honours curricula provide the student with an accountancy training more than sufficient to satisfy the existing requirements of professional bodies.

However, in view of the wide range of the accountant's responsibilities to-day, these courses are designed to do more than provide a vocational training. Students are trained to think clearly and critically about accounting concepts and aims. To this end all students are encouraged to undertake original work as a basis for the thesis compulsorily prescribed in the final year, while Honours students must attend a Seminar devoted to the discussion of advanced problems in accounting and a critical review of accounting theory and practice.

Within the field of Accountancy, in accordance with the special concern of this University with the application of advanced knowledge to industrial and commercial activities, considerable emphasis is placed upon the problems and methods of management accounting. Thus Honours students, in addition to the studies in Cost Accounting which form part of the Pass degree, follow an intensive course in Advanced Cost Accounting during their final year of study. Moreover, the courses in Accounting Control and Statistical Methods II have been carefully planned to complement each other and in doing so to give all students a proper understanding of the way in which statistical and accounting techniques can be used together as control devices. By these means all students are provided with an insight into the role of accounting as an aid to management.

The Tables which follow set out in detail the form and structure of both the Pass and Honours Degree curricula.

TABLE I.

BACHELOR OF COMMERCE IN ACCOUNTANCY—PASS DEGREE—THREE YEAR COURSE.

FULL-TIME SCHEME.

Name of Subject.	Hours per week per term.		
	1	2	3
First Year—			
Descriptive Economics	2	2	2
Economics I	2	2	2
Accounting I	4	4	4
Statistical Method I	2	2	2
Logic	1	1	1
English *or* History	2	2	2
Psychology I (Commerce)	2	2	2
	15	15	15
Second Year—			
Economics II	2	2	2
Economics III	2	2	2
Accounting II	4	4	4
Taxation	2	2	2
Business Finance	2	2	2
Law I	1	1	1
Accounting Control	1	1	1
Statistical Method II	1	1	1
	15	15	15
Third Year*—			
Accounting III	4	4	4
Accounting IV	3	3	3
Auditing	2	2	2
Law II	1	1	1
Law III	2	2	2
Scientific Method	1	1	1
Option†	2	2	2
	15	15	15

* Short (5,000 words) thesis to be planned and written in this year.
† One from the following list (as available) :—
   Economics IV; Psychology II (Commerce); Science I; Production; Marketing; Humanities; Government; Geography.

TABLE II.

BACHELOR OF COMMERCE IN ACCOUNTANCY—HONOURS DEGREE—FOUR YEAR

COURSE.

FULL-TIME SCHEME.

Name of Subject.	Hours per week per term.		
	1	2	3
First Year—			
Descriptive Economics	2	2	2
Economics I	2	2	2
Accounting I	4	4	4
Statistical Method I	2	2	2
Psychology I (Commerce)	2	2	2
Logic	1	1	1
English *or* History	2	2	2
	15	15	15
Second Year—			
Economics II	2	2	2
Accounting II	4	4	4
Taxation	2	2	2
Accounting Control	1	1	1
Law I	1	1	1
Option†	2	2	2
	12	12	12
Third Year*—			
Economics III	2	2	2
Accounting III	4	4	4
Accounting IV	3	3	3
Auditing	2	2	2
Law II and III	3	3	3
	14	14	14
Fourth Year—			
Advanced Cost Accounting...	3	3	3
Business Finance	2	2	2
Production *or* Marketing	2	2	2
Statistical Method II	1	1	1
Seminar in Accounting	1	1	1
Economics IV	2	2	2
Scientific Method	1	1	1
	12	12	12

* Short (5,000 words) thesis to be planned and written in this year for presentation in the final year.

† One from the following list (as available) :—
Psychology II (Commerce); Science I; Humanities; Production; Marketing; Government; Geography.

TABLE III.

Bachelor of Commerce in Accountancy—Pass Degree—Five Year Course.

Part-Time Scheme.

Name of Subject.				1	2	3
First Year—						
Descriptive Economics	...	...	...	2	2	2
Accounting I	...	...	...	4	4	4
Logic	...	...	...	1	1	1
English *or* History ...	...	...	...	2	2	2
				9	9	9
Second Year—						
Economics I	...	...	...	2	2	2
Accounting II	...	...	...	4	4	4
Statistical Method I	...	...	...	2	2	2
Law I	...	...	...	1	1	1
				9	9	9
Third Year—						
Economics II	...	...	...	2	2	2
Accounting III	...	...	...	4	4	4
Law II	...	...	...	1	1	1
Law III	...	...	...	2	2	2
				9	9	9
Fourth Year*—						
Economics III	...	...	...	2	2	2
Accounting IV	...	...	...	3	3	3
Taxation	...	...	...	2	2	2
Psychology I (Commerce)		...	...	2	2	2
				9	9	9
Fifth Year—						
Auditing	...	...	...	2	2	2
Accounting Control ...	...	...	...	1	1	1
Statistical Method II	...	...	...	1	1	1
Business Finance ...	...	...	...	2	2	2
Scientific Method ...	...	...	...	1	1	1
Option†	...	...	...	2	2	2
				9	9	9

Hours per week per term. (headers 1, 2, 3)

* Short (5,000 words) thesis to be planned and written in this year for presentation in the final year.
† One from the following list (as available) :—
Economics IV; Psychology II (Commerce); Science I; Production; Marketing; Humanities; Government; Geography.

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TABLE IV.
BACHELOR OF COMMERCE IN ACCOUNTANCY—HONOURS DEGREE—SIX YEAR COURSE.

PART-TIME SCHEME.

Name of Subject.	Hours per week per term.		
	1	2	3
First Year—			
Descriptive Economics	2	2	2
Accounting I	4	4	4
Logic	1	1	1
English *or* History	2	2	2
	9	9	9
Second Year—			
Economics I	2	2	2
Accounting II	4	4	4
Statistical Method I	2	2	2
Law I	1	1	1
	9	9	9
Third Year—			
Economics II	2	2	2
Accounting III	4	4	4
Law II	1	1	1
Law III	2	2	2
	9	9	9
Fourth Year—			
Economics III	2	2	2
Accounting IV	3	3	3
Auditing	2	2	2
Taxation	2	2	2
	9	9	9
Fifth Year*—			
Economics IV	2	2	2
Psychology I (Commerce)	2	2	2
Statistical Method II	1	1	1
Accounting Control	1	1	1
Production *or* Marketing	2	2	2
	8	8	8
Sixth Year—			
Advanced Cost Accounting	3	3	3
Business Finance	2	2	2
Seminar in Accounting	1	1	1
Scientific Method	1	1	1
Option†	2	2	2
	9	9	9

* Short (5,000 words) thesis to be planned and written in this year for presentation in the final year.

† One from the following list (as available) :—
Psychology II (Commerce); Science I; Humanities: Production: Marketing; Government; Geography.

TABLE V.

BACHELOR OF COMMERCE IN ACCOUNTANCY—CONVERSION COURSE†—TWO YEAR COURSE.

PART-TIME SCHEME.

Name of Subject.				Hours per week per term.		
				1	2	3
First Year—						
Economics II ...	...	...	...	2	2	2
Business Finance ...	...	...	...	2	2	2
Logic	...	...	...	1	1	1
English or History ...	...	...	...	2	2	2
Statistical Method I	...	...	...	2	2	2
				9	9	9
Second Year*—						
Economics III ...	...	...	...	2	2	2
Accounting Control ...	...	...	...	1	1	1
Accounting Seminar...	...	...	...	1	1	1
Scientific Method ...	...	...	...	1	1	1
Option**	...	...	...	2	2	2
				7	7	7

† Students are exempt from the remaining courses in the Bachelor of Commerce in Accountancy Pass Degree course. Students who first enrolled in the Diploma Course in or after 1957 are not eligible to take this course.
* Short (5,000 words) thesis to be planned and written in this year.
** Option : one of the following (as available) :—
Economics IV; Psychology I (Commerce); Production; Marketing Science I; Humanities; Government.

THE DEGREE OF BACHELOR OF COMMERCE IN ECONOMICS

The demand for persons trained in the methods of economic analysis is considerable. Moreover, it continues to grow. This is not merely because the study of economics gives an understanding of the workings of modern society and develops the habit of rigorous analysis, though both these consequences are of considerable general educational value. It is largely because, in recent years, not only the public service but also commercial, financial, and industrial concerns have found it much to their benefit to employ economists in a professional capacity and to encourage their promising young executives to acquire a training in the methods of economic analysis. Both the Pass and Honours curricula of the Bachelor of Commerce in Economics course are designed to meet these needs by making it possible for a training in Economics to be combined with the study of such liberal disciplines as Philosophy, History, English, and Psychology, and such essential commercial subjects as Accounting, Statistics, and Commercial Law.

The study of Economics itself is based upon a firm foundation of economic theory which is built up partly in those courses which are taken by all Commerce students, and partly in the additional specialist courses. In the selection of these specialist courses as much latitude as possible will be given to the individual student. The student's choice, however, must be made from a list of courses offered by the School of Economics. Moreover, it must be approved by the Head of the School.

At present, the range of approved special courses from which a student may make his selection is as follows:

Special Subject I: Government *or* Constitutional Law *or* Commercial Law *or* Economic History.

Special Subject II: Public Finance *or* Financial Institutions and Policy.

Special Subjects III-V, from: Monetary Theory and Policy. Economic Fluctuations and Economic Forecasting. International Economic Problems. Industrial Relations. Economic Development and Growth. Mathematical Economics.

The range of approved subjects is varied from time to time. For further details the student should consult the Head of the School.

The application of advanced knowledge in the fields of industry and commerce is a special concern of the University of Technology. In accordance with this, particular emphasis in the teaching of Economics is placed upon the application of the principles of economic analysis to problems of policy—both public and private. Students are encouraged to undertake original investigations as a basis for their compulsory thesis. Moreover, they are required to attend and participate in a Seminar in Contemporary Economic Problems. In this way the student acquires an understanding of the methods and limitations of applied economics and receives training in employing the tools of analysis developed by the economic theory.

The details of the Pass and Honours curricula leading to the degree of Bachelor of Commerce in Economics are fully set out in the tables on pages 24-27. These tables are common to the courses leading to the degree of Bachelor of Commerce in Statistics, and to the degree of Bachelor of Commerce in Applied Psychology.

THE DEGREE OF BACHELOR OF COMMERCE IN STATISTICS

The work of the economic statistician is complementary to that of the theoretical and applied economist. It is also of direct use to the public service and to financial, commercial, and industrial enterprises. In consequence the demand for properly trained economic statisticians is increasing more rapidly than the supply. The purpose of the course leading to the degree of Bachelor of Commerce in Statistics is to train graduates capable of meeting this growing demand.

The broad outline of the course is similar to that of the courses leading to the degree of Bachelor of Commerce in Economics. The student follows a curriculum which includes the general subjects of Philosophy, English, History, and Psychology and the more specifically commercial subjects of Economics and Accountancy. He is also required to complete the two courses in Statistical Method which form part of all the Commerce courses. On this foundation he is then able to develop a more comprehensive degree of specialization in Statistics.

The foundation of the further study of Statistics is an intensive training in the logical bases of more advanced statistical analysis. This is built upon the prior study of Mathematics. In developing this Statistical training considerable emphasis is placed upon the actual application of advanced techniques to economic, industrial and commercial problems. All students are required to submit a short thesis upon a subject either involving statistical enquiry or dealing with the methods of statistical analysis. Similarly all students are required to attend a Seminar in Statistical Problems. By these means students are given a thorough training not only in the theory of advanced statistical methods but in their application to the types of problem encountered in the public service, industry and commerce.

Students reading for the Degree of Bachelor of Commerce in Statistics are required to choose their special subjects from a list approved by the Head of the School of Economics.

At present the range of approved courses is:

Special Subjects I and II: Mathematics.

Special Subject III: Advanced Statistics I.

Special Subject IV: Advanced Statistics II.

Further details may be obtained from the Head of the School of Economics.

The details of the Pass and Honours curricula leading to the degree of Bachelor of Commerce in Statistics are fully set out in the tables on pages 24-27.

THE DEGREE OF BACHELOR OF COMMERCE IN APPLIED PSYCHOLOGY

There are two main trends in modern business—the development of long-range, systematic economic planning and the growing recognition of the importance of human and industrial relations. It is appreciated by administrators and managers in commerce, industry and the public service that the economic and social objectives of an enterprise cannot be realized independently of one another, and that the people who form the organization are among its more important capital resources. The demand for persons with a broad training in both economics and applied psychology is considerable, and is increasing year by year.

The Commerce course offering specialization in Applied Psychology is designed to provide specialist training in economics, together with a theoretical training in individual and group psychology and the skills and techniques used in applying psychology to personnel problems in industry, commerce and the public service. The first two courses in psychology are aimed at giving the student a firm foundation of psychological theory, an appreciation of the application of scientific method to the social sciences and some skill in psychological assessment and measurement techniques.

In later stages of the course a detailed study will be made of personality development and group behaviour, particularly as they are related to personnel problems arising in the work situation. Industrial relations, personnel management and the human relations problems of management and industrial conflict will be included in the more advanced stages of the course. Students will be encouraged to undertake field work, and each student will be expected to present a thesis describing an investigation carried out in a commercial or industrial setting.

The details of the Pass and Honours curricula leading to the degree of Bachelor of Commerce in Applied Psychology are fully set out in the tables on pages 24-27.

TABLE VI.

PASS DEGREE—THREE YEAR COURSE.

FULL-TIME SCHEME.

Name of Subject.				Hours per week per term.		
				1	2	3
First Year—						
Economics I				2	2	2
Descriptive Economics				2	2	2
Psychology I (Commerce)				2	2	2
Accounting I				4	4	4
Logic				1	1	1
English *or* History				2	2	2
				13	13	13
Second Year—						
Economics II and III				4	4	4
Special Subjects 1 and 2†				4	4	4
Statistical Method I				2	2	2
Option**				2	2	2
				12	12	12
Third Year*—						
Economics IV, plus Seminar in Contemperary						
Economic Problems				3	3	3
Special Subjects 3 and 4				4	4	4
Scientific Method				1	1	1
Statistical Method II				1	1	1
Accounting Control				1	1	1
Seminar in Specialization				1	1	1
				11	11	11

** Options : *one* of the following (as available) :—

Business Finance; Psychology II (Commerce); Production; Science I; Marketing; Humanities; Law; Psychology II (Education).

* Short (5,000 words) thesis in special subject to be written in this year.

† Intending teachers may be permitted to take Geography I and II (if available).

TABLE VII.

Name of Subject.	Hours per week per term.		
	1	2	3
First Year—			
Descriptive Economics	2	2	2
Economics I ...	2	2	2
Accounting I...	4	4	4
Psychology I (Commerce)	2	2	2
Logic ...	1	1	1
English or History ...	2	2	2
	13	13	13
Second Year—			
Economics II	2	2	2
Statistical Method I	2	2	2
Law I	1	1	1
Business Finance†† ...	2	2	2
Special Subject 1**	2	2	2
Option I†	2	2	2
	11	11	11
Third Year*—			
Economics III	2	2	2
Statistical Method II	1	1	1
Accounting Control	1	1	1
Special Subject 2**	2	2	2
Special Subject 3	2	2	2
Law II	1	1	1
Option II†	2	2	2
	11	11	11
Fourth Year—			
Economics IV	2	2	2
Production or Marketing††	2	2	2
Special Subject 4	2	2	2
Special Subject 5	3	3	3
Seminar in Special Subjects	1	1	1
Seminar in Economic Problems	1	1	1
Scientific Method	1	1	1
	12	12	12

* Thesis (5,000 words) to be planned in this year for submission in final year.
† Options : *one* of the following (as available) :—
    Business Finance; Production; Marketing; Psychology II (Commerce);
    Government; Science; Humanities; Psychology II (Education); Law.
** Intending teachers may be permitted to take Geography I and II (if available).
†† Options.

TABLE VIII.

Bachelor of Commerce in Economics or Statistics or Applied Psychology
Pass Degree—Five Year Course.

Part-Time Scheme.

Name of Subject.				Hours per week per term.		
				1	2	3
First Year—						
Descriptive Economics	...	...	...	2	2	2
Accounting I	...	...	...	4	4	4
Logic	...	...	...	1	1	1
English *or* History ...	...	...	...	2	2	2
				9	9	9
Second Year—						
Economics I	...	...	...	2	2	2
Statistical Method I	...	...	...	2	2	2
Psychology I (Commerce)		...	...	2	2	2
Scientific Method ...	...	...	...	1	1	1
				7	7	7
Third Year—						
Economics II ...	...	...	...	2	2	2
Statistical Method II	...	...	...	1	1	1
Accounting Control ...	...	...	...	1	1	1
Option†	...	...	...	2	2	2
Special Subject 1**	...	...	...	2	2	2
				8	8	8
Fourth Year*—						
Economics III ...	...	...	...	2	2	2
Special Subject 2**	...	...	...	2	2	2
Special Subject 3 ...	...	...	...	2	2	2
				6	6	6
Fifth Year—						
Economics IV	...	...	...	2	2	2
Special Subject 4	...	...	...	2	2	2
Seminar in Specialization ...	...	...		1	1	1
Seminar in Contemporary Economic Problems	...	...	...	1	1	1
				6	6	6

† Options : *one* of the following (as available) :—

Business Finance; Production; Marketing; Law; Government; Psychology II (Commerce); Science I; Humanities; Psychology II (Education).

** Intending teachers may be permitted to take Geography I and II (if available .

* Short (5,000 words) thesis in special subject to be submitted in final year.

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TABLE IX.

BACHELOR OF COMMERCE IN ECONOMICS OR STATISTICS OR APPLIED PSYCHOLOGY
HONOURS DEGREE—SIX YEAR COURSE.
PART-TIME SCHEME.

Name of Subject.				Hours per week per term.		
				1	2	3
First Year—						
Descriptive Economics	...	...	...	2	2	2
Accounting I	...	...	...	4	4	4
Logic	...	...	...	1	1	1
English *or* History ...	...	...	...	2	2	2
				9	9	9
Second Year—						
Economics I	...	...	...	2	2	2
Statistical Method I	...	...	...	2	2	2
Psychology I (Commerce)		...	...	2	2	2
Scientific Method ...	...	...	...	1	1	1
				7	7	7
Third Year—						
Economics II	...	...	...	2	2	2
Accounting Control ...	...	...	...	1	1	1
Law I	...	...	...	1	1	1
Law II	...	...	...	1	1	1
Statistical Method II	...	...	...	1	1	1
Option I†	...	...	...	2	2	2
				8	8	8
Fourth Year—						
Economics III ...	...	...	...	2	2	2
Special Subject I**	...	...	...	2	2	2
Production *or* Marketing† ...		...	...	2	2	2
Option II†	...	...	...	2	2	2
				8	8	8
Fifth Year*—						
Economics IV ...	...	...	...	2	2	2
Business Finance† ...	...	...	...	2	2	2
Special Subject 2**	...	...	...	2	2	2
Special Subject 3 ...	...	...	...	2	2	2
				8	8	8
Sixth Year—						
Special Subject 4 ...	...	...	...	2	2	2
Special Subject 5 ...	...	...	...	3	3	3
Seminar in Specialization ...		...	...	1	1	1
Seminar in Economic Problems ...		...		1	1	1
				7	7	7

* Thesis (5,000 words) in special subject to be submitted in final year.
† Options as at Table VIII.
** Intending teachers may be permitted to take Geography I and II (if available).

As from 1956 the University assumed the responsibility within the Faculty of Commerce for providing the instruction in the Accountancy Diploma course of the Department of Technical Education. This course may be taken over five years by part-time students.

The accounting, auditing and legal subjects taken by diploma students are identical with those taken by students reading for the degree of Bachelor of Commerce in Accountancy. Diploma and degree students attend the same lectures and tutorial classes, sit for the same examinations, and are examined at the same standard in all professional subjects.

The Public Accountants Registration Board grants exemption from the examinations prescribed under the Public Accountants Registration Act, 1945-48 (paragraph (ii) of paragraph (c) of sub-clause (1) of section 18), to any person who produces evidence satisfactory to the Board of having completed the diploma course in Accountancy.

The Australian Society of Accountants grants exemption from all the Society's examinations to students who have completed Stages I-IV of the Accountancy Diploma Course.

An agreement has been made with the Australasian Institute of Cost Accountants under which the Institute agrees to give full recognition to the course.

The Institute of Chartered Accountants in Australia has agreed to exempt those who hold the Diploma in Accountancy from its Preliminary Examination and from all its Intermediate Stage subjects.

The curriculum to be followed is given in Table X.

TABLE X.

DIPLOMA IN ACCOUNTANCY—FIVE YEAR COURSE.

PART-TIME SCHEME.

As from 1957, new students desirous of being awarded the Diploma in Accountancy of the Department of Technical Education will take the following course :—

Name of Subject.	Hours per week per term.		
	1	2	3
First Year—			
Accounting I	4	4	4
Law I	1	1	1
Introduction to Management	1	1	1
	6	6	6
Second Year—			
Accounting II	4	4	4
Statistical Method I	2	2	2
Economics I	2	2	2
	8	8	8
Third Year—			
Accounting III	4	4	4
Economics II	2	2	2
Law II	1	1	1
Law III	2	2	2
	9	9	9
Fourth Year—			
Accounting IV	3	3	3
Taxation	2	2	2
Auditing	2	2	2
Business Finance	2	2	2
	9	9	9
Fifth Year—			
Advanced Cost Accounting	3	3	3
Accounting Control	1	1	1
Seminar in Accounting	1	1	1
Company Secretarial Practice	1	1	1
Psychology I	2	2	2
	8	8	8

FACULTY OF COMMERCE

Details of Subjects and Books for 1958

Introduction

Neither the subject outlines nor the reading references given in the following notes can be regarded as comprehensive. Their aim is merely to provide a general indication of the subject matter of the various courses and the titles of the principal text books employed. Additional references can be found in the Reading Lists which are available from the Schools concerned.

Those text books which students are recommended to purchase are marked with an asterisk.

Preliminary reading should be completed before the beginning of each course.

SCHOOL OF ACCOUNTANCY

14.11 ACCOUNTING I

2 hours' lecture and 2 hours' tutorial weekly

This course, which must be taken by all students reading for the degree of Bachelor of Commerce, aims to define the purpose and functions of accounting, to show the application of generally accepted accounting principles and how accounting information may be used by management as a basis for business decisions.

The course will be in four main sections, viz.: (a) basic theory; (b) historical recording; (c) comprehension and interpretation of accounting data and reports; and (d) introduction to managerial accounting—the provision of information useful to management in the formulation of its policies and in the evaluation of current performance.

Examination: Two papers each of three hours' duration.

Prescribed Text Books:

* L. Goldberg: *Outline of Accounting*. Law Book Co. A'sia Pty. Ltd., 1957.

* Yorston, Smyth and Brown: *Elementary Accounting*. Law Book Co. of A'sia Pty. Ltd., 1956.

* Yorston, Smyth and Brown: *Accounting Fundamentals*. Law Book Co. of A'sia Pty. Ltd., 2nd Ed., 1955.

Robnett, Hill and Beckett: *Accounting—A Management Approach*. Irwin, 1955.

Other references will be given by the lecturer during the year.

14.12 ACCOUNTING II

2 hours' lecture and 2 hours' tutorial weekly

This is a course in financial accounting, dealing especially with accounting records on an historical basis as distinct from industrial and cost accounting. It covers accounting method as applied to the accounts of sole traders and partnerships, joint ventures, branches, pastoral and rural enterprises, unsystematised (single entry) recording, deceased estates, fire losses and loss of profits insurance, and accounting for commodity stocks.

Examination: Two papers each of three hours' duration.

Prescribed Text Books:

*Yorston, Smyth and Brown: *Accounting Fundamentals*. Law Book Co. of A'sia Pty. Ltd. 2nd Ed.

*E. B. Smyth: *Executorship Accounts*. Law Book Co. of A'sia Pty. Ltd. 3rd Ed. 1955.

Other references will be given by the lecturer during the year.

14.13 ACCOUNTING III

2 hours' lecture and 2 hours' tutorial weekly

This course covers all aspects of corporation accounting as well as certain selected aspects of advanced financial accounting.

Detailed treatments include company formation, reconstruction, mergers and liquidations; debentures, receivership; published accounts and reports of companies; mining, insurance and banking companies; holding companies and group accounts; provisions, reserves, reserve funds and secret reserves; the double account system; accounts of trustees and bankrupt estates; hire-purchase and instalment purchase accounting; valuation of shares and goodwill; depreciation accounting; the impact of price level changes on conventional accounting methods.

Examination: Two papers each of three hours' duration.

Prescribed Text Books:

*Yorston, Smyth and Brown: *Accounting Fundamentals*. Law Book Co. of A'sia Pty. Ltd. 2nd Ed.

*Yorston, Smyth and Brown: *Advanced Accounting*. Vols. 1, 2 and 3. Law Book Co. of A'sia Pty. Ltd. 4th Ed.

Fitzgerald and Speck: *Holding Companies*. Butterworth and Co. 3rd Ed.

Other references will be given by the lecturer during the year.

14.14 ACCOUNTING IV

2 hours' lecture and 1 hour tutorial weekly

This is a general course in management accounting which covers the analysis and interpretation of financial and operating statements; an introduction to cost accounting; manufacturing statements; accounting for material, labour and expense; the integration of finacial and cost records; job costing; process costs; joint and by-product costs; standard costs; cost analysis; the relation between costs, volume and prices; break-even analysis; profit control; differential costs; budgets and budgeting, including reference to the Commonwealth and State budgets; accounting systems; classification in accounting; mechanised accounting, including electronic data processing.

Examination: Two papers each of three hours' duration.

Prescribed Text Books:

    * Yorston, Smyth and Brown: *Accounting Fundamentals.* Law Book Co. of A'sia Pty. Ltd. 2nd Ed.

    *Yorston, Smyth and Brown: *Advanced Accounting.* Vols. 2 and 3. Law Book Co. of A'sia Pty. Ltd. 4th Ed.

    *Yorston, Brown and Sainsbury: *Costing Procedures.* Law Book Co. of A'sia Pty. Ltd. 2nd Ed.

    *S. R. Brown: *Costs and Prices.* Law Book Co. of A'sia. Pty. Ltd.

    A. A. Fitzgerald: *Analysis and Interpretation of Financial and Operating Statements.* Butterworth and Co.

Other references will be given by the lecturer during the year.

14.15 ACCOUNTING CONTROL

1 hour lecture weekly

This course will be integrated with Statistical Methods I and II and will deal with accounting and its relation to management. It will cover the design and maintenance of an efficient accounting system for managerial control and will include special topics such as control of expenses, inventories, sales, receivables, fixed assets, cash, and investments, and decisions to make or buy, etc.

The various control tools including budgets and standard costs will be examined together with the internal audit as an appraisal of internal control.

Reference will also be made to the communication of control information to management.

Examination: One paper normally of three hours' duration.

Prescribed Text Books:

No particular text book is prescribed, but references will be given throughout the course by the lecturers.

14.16 ADVANCED COST ACCOUNTING

1½ hours' lecture and 1½ hours' tutorial weekly

(Prerequisite—Accounting IV)

This course is designed to give an intensive coverage of the principles and applications of cost accounting and budgeting particularly as applying to industrial organisations. It includes advanced standard costing; preparation of cost statements and reports; classification and analysis of expenditure; direct or marginal costing; marketing and administration costs; distribution and administration cost standards; uniform costing; incentive systems.

Developments in cost accounting, including productivity accounting, will be included also, together with the installation of costing systems.

Examination: Three papers each of three hours' duration.

Prescribed Text Books:

*C. T. Devine: *Cost Accounting and Analysis*. Macmillan.

*E. H. Jones: *Industrial and Commercial Organisation in Australia*. Law Book Co. of A'sia. Pty. Ltd.

*T. Lang: *The Cost Accountants' Handbook*. Ronald Press.

D. Solomons (Ed.): *Studies in Costing*. Law Book Co. of A'sia Pty. Ltd.

*P. Sinclair: *Budgeting*. Ronald Press.

*C. Gillespie: *Accounting Systems—Procedures and Methods*. Prentice Hall.

Other references will be given by the lecturer during the year.

14.23 AUDITING

1 lecture of 2 hours weekly

This course will be integrated with accounting where practicable and will cover the principles of auditing, auditing procedures, vouching, checking, the verification of assets and liabilities, the development of audit programmes, investigations, auditors' and investigators' reports. The course will deal also with internal control, its nature, scope and significance to the auditor, internal auditing, trends and developments in the profession, the evolution of auditing standards, professional ethics, statute law and case law decisions affecting auditors.

Examination: One paper of three hours' duration.

Prescribed Text Books:

*R. A. Irish: *Auditing*. Law Book Co. of A'sia Pty. Ltd.
R. H. Montgomery: *Auditing*. Ronald Press.

14.42 LAW I

1 hour lecture weekly

This course commences with an introduction to the system of law in Australia, with particular reference to the sources of law in New South Wales, the importance of judicial precedent, elementary principles of legal interpretation and a short history of the development of mercantile law.

The particular topics included in the syllabus are: the law of contract, sale of goods, agency, guarantees, hire-purchase, bailments and common carriers.

Examination: One paper of three hours' duration.

Prescribed Text Books:
  Baalman: *Outline of Law in Australia.* Law Book Co. of A'sia Pty. Ltd., 2nd Ed.
  *Glanville Williams: *Learning the Law.* Law Book Co. of A'sia Pty. Ltd. 5th Ed. with Aust. supplement.
  *Yorston and Fortescue: *Australian Mercantile Law.* Law Book Co. of A'sia Pty. Ltd. 9th Ed.
Prescribed Statutes:
  Sale of Goods Act (N.S.W.), 1923-37.

Other references will be given by the lecturer during the year.

14.43 LAW II

1 hour lecture weekly

The principal aspects of commercial law not dealt with in Law I form the syllabus of this course. These are, negotiable instruments, the law of partnership, insurance law, commercial and industrial arbitration, deceased estates, duties of executors and trustees, the law of personal property including references to gift duties and stamp duties on disposition.

Examination: One paper of three hours' duration.

Prescribed Text Book:
  *Yorston and Fortescue: *Australian Mercantile Law.* Law Book Co. of A'sia Pty. Ltd. 9th Ed..
Prescribed Statutes:
  Bills of Exchange Act (C'wealth), 1909-1936.
  Conciliation and Arbitration Act (C'wealth), 1904-1956.
  Partnership Act (N.S.W.), 1892.
  Wills Probate and Administration Act (N.S.W.), 1898-1954.
  Industrial Arbitration Act (N.S.W.), 1940-1956.
  Other references will be given by the lecturer during the year.

14.43B LAW III

1 lecture of 2 hours weekly

This subject consists of two parts—

   Part A—Bankruptcy Law—This includes an analysis of the acts of bankruptcy, debts provable in bankruptcy, property available to creditors, avoidance of settlements and discharge of bankrupt persons.

   Part B—Company Law—This includes a study of the Companies Act, 1936, with particular emphasis on formation and

registration of companies, memorandum and articles of association, share capital, membership, reconstruction, amalgamations and winding-up.

Examination: One paper of three hours' duration.

Prescribed Text Books:

*Lewis: *Australian Bankruptcy Law*. Law Book Co. of A'sia Pty. Ltd. 4th Ed.

*Yorston, Brown and Jackson: *Company Law in New South Wales*. Law Book Co. of A'sia Pty. Ltd. 2nd Ed.

Prescribed Statutes:

Bankruptcy Act (C'wealth), 1924-1955.

Companies Act (N.S.W.), 1936, as amended.

Other references will be given by the lecturer during the year.

14.33 TAXATION

1 lecture of 2 hours weekly

The major part of the syllabus is concerned with a detailed study of the Income Tax Assessment Act, the determination of income, the assessment of specific forms of income, allowable deductions both in a general and specific sense, the assessment of different classes of taxpayer and the machinery provisions of income tax collection.

There are also lectures dealing with land tax assessment and collection, pay-roll tax and sales tax.

Examination: One paper of three hours' duration.

Prescribed Text Book:

*Gunn and O'Neill: *Guide to Commonwealth Income Tax*. Butterworth and Co. 8th Ed.

Prescribed Statutes:

Income Tax and Social Services Contribution Assessment Act (C'wealth), 1936-1956.

Income Tax (International Agreements) Act (C'wealth), 1953.

Land Tax Management Act (N.S.W.), 1956.

Other references will be given by the lecturer during the year.

14.52 BUSINESS FINANCE

1 lecture of 2 hours weekly

This course will be concerned with the question of funds, their deployment and control and the disposition of earnings. It will deal with short and long term finance from external sources and financing by retention of earnings. Attention will be given to the problems associated with the techniques to be followed in raising

capital, the control of funds once obtained and the factors to be considered in determining reserve and dividend policies. The relevance of conventional accounting techniques for the control of business finance will also be examined.

Examination: One paper of three hours' duration.

Prescribed Text Books:

*R. J. Chambers: *Financial Management*. Law Book Co. of A'sia Pty. Ltd. 2nd Ed.

T. G. Rose: *The Internal Finance of Industrial Undertakings*. Pitman and Co.

F. W. Paish: *Business Finance*. Pitman and Co.

Other references will be given by the lecturer during the year.

14.53A PRODUCTION

1 lecture of 2 hours weekly

This course is designed to familiarise non-technical students with production processes and organisation, works lay-out, production planning and control, incentive schemes and time and motion study. It will be integrated as far as possible with the study of cost accounting.

Examination: One paper of three hours.

14.53B MARKETING

1 lecture of 2 hours weekly

This course is designed to acquaint students with the problems associated with the distribution of the product. It will cover the analysis of these problems; the importance of the consumer in making marketing decisions, market research, channels of distribution, merchandising, sales promotion and price policies, etc.

Examination: One paper of three hours.

SCHOOL OF ECONOMICS

15.11 DESCRIPTIVE ECONOMICS

2 hours per week including tutorial classes

The aim of this course is to acquaint the student with the organisation and operation of the Australian economy. It studies the factor endowment of Australia in terms of human resources (labour), mineral and agricultural resources (land), and the results of past economic activity (capital).

The course proceeds, through an analysis of Australia's national income, to examine the operation of particular sectors of the economy including the Australian financial system. The final section of the course is devoted to Australia's external trade.

Examination: One three-hour paper.

Preliminary Reading:
  * A. G. L. Shaw: *The Economic Development of Australia.* Longmans. 3rd Ed.
  F. T. Nankervis: *Descriptive Economics.* Longmans.
  *J. R. Hicks: *The Social Framework.* Oxford. 2nd Ed.
  *J. Andrews: *Australia's Resources and their Utilization.* Parts I and II.

Prescribed Text Books:
  Official Year Book of the Commonwealth of Australia. No. 42. 1956.
  *Commonwealth Parliamentary Paper: *National Income and Expenditure,* 1956-1957.
  C. Hartley Grattan (Ed.): *Australia.* Cambridge University Press.
  G. L. Wood (Ed.): *Australia, its Resources and Development.* Macmillan.
  L. F. Giblin: *The Growth of a Central Bank.* Melbourne University Press.
  W. D. Borrie: *Population Trends and Policies.* Australasian Publishing Co.
  D. F. Nicholson: *Australia's Trade Relations.* Cheshire.
  J. Wilkes (Ed.): *Australia's Transport Crisis* (A.I.P.S.) Angus and Robertson.
  O. de R. Foenander: *Studies in Australian Labour Law and Relations.* Melbourne University Press.

15.12 ECONOMICS I

2 hours per week including tutorial classes

This course provides an introduction to economic analysis. It begins with a general account of the major problems of economics and a short account of the methods of economic analysis. It then

reviews national income accounting concepts and the theory of income determination. In this section of the course attention is given to the operation of the monetary system, the problems arising out of economic fluctuations, and the problem of overall economic policy.

In the second part of the course the pricing of individual products and services is analysed and an outline of the theory of distribution is presented.

Examination: One three-hour paper.

Preliminary Reading:

J. R. Hicks: *The Social Framework*. Oxford.

P. A. Samuelson: *Economics: An Introductory Analysis*. Chapters 1, 2, 3, 10 and 19. McGraw-Hill.

Prescribed Text Books:

*R. I. Downing: *National Income and Social Accounts*. Melbourne University Press.

*L. Tarshis[1]: *Elements of Economics*. Houghton Mifflin.

*P. A. Samuelson [1]: *Economics: An Introductory Analysis*. McGraw-Hill.

*A. G. Hart [2]: *Money, Debt and Economic Activity*. Prentice Hall.

National Income and Expenditure (latest issue): Government Printer, Canberra.

[1] These two basic texts are alternatives.

[2] This text is also required for Economics III.

15.13 ECONOMICS II

2 hours per week including tutorial classes

This course is concerned with micro-economics. It begins with an account of the theories of demand and production and then turns to an examination of pricing policies in different market situations. This section of the course will include a critical review of some of the empirical studies of pricing policy as well as the theoretical literature in the field. In its final section the course embraces the impact of government policy on the behaviour of the firm and the problems of the social control of industry.

Examination: Two papers each of three hours' duration.

Preliminary Reading:

L. M. Frazer: *Economic Thought and Language*. A. & C. Black, London. 1947.

Prescribed Text Books:

*G. J. Stigler[1]: *The Theory of Price*. Macmillan, N.Y. 1947.

*S. Weintraub [1]: *Price Theory*. Pitman. 1949.

*F. Machlup: *The Economics of Sellers Competition*. Johns Hopkins Press. 1952.

P. W. S. Andrews: *Manufacturing Business*. Macmillan. London, 1949.

American Economic Association: *Readings in Price Theory*. Allen and Unwin.

A. R. Burns: *The Decline of Competition*. McGraw-Hill. N.Y. 1936.

R. F. Harrod: *Economic Essays*. Macmillan. London. 1952.

E. Chamberlin: *Theory of Monopolistic Competition*. Harvard University Press.

I. M. D. Little: *A Critique of Welfare Economics*. Oxford University Press. 1950.

(¹) Alternative Texts.

15.14 ECONOMICS III

2 hours per week including tutorial classes

This course is concerned with macro-economics. It begins with an account of the savings and investment analysis, the consumption function, and the multiplier including their dynamic aspects. On the basis of this foundation it then examines the problems of economic growth and economic fluctuations paying particular attention to inflation. The final section of the course is devoted to an examination of the problems connected with formulating and conducting economic policy.

Examination: Two papers each of three hours' duration.

Preliminary Reading:

A Hansen: *A Guide to Keynes*. McGraw-Hill.

D. Dillard: *The Economics of J. M. Keynes*. Lockwood.

Prescribed Text Books:

*J. M. Keynes: *The General Theory of Money, Interest and Employment*. Macmillan.

A. Hansen: *Business Cycles and National Income*. W. W. Norton and Co.

K. K. Kurihara: *An Introduction to Keynesian Dynamics*. Allen and Unwin.

*A. G. Hart: *Money, Debt and Economic Activity*. Prentice Hall.

J. R. Hicks: *A Contribution to the Theory of the Trade Cycle*. Clarendon Press.

W. J. Baumol: *Economic Dynamics*. Macmillan.

G. Haberler: *Prosperity and Depression*. United Nations. 3rd Ed.

American Economic Association: *Readings in Business Cycle Theory*. Allen and Unwin.

15.21 STATISTICAL METHODS I

2 hours per week including tutorial classes

The course is designed to provide students with the basic knowledge of statistical techniques as applied to economics and commerce. The course starts with a general discussion of methodological concepts, methods of collection and presentation of numerical information, and of sources of the Australian official and semi-official statistics. It proceeds then to the methods of summarized descrip-

tion of data by means of averages, measures of dispersion and index numbers. Further topics deal with the analysis of time-series and of causal relationships between two variables. The course finishes with an introduction to the basic principles and methods of sampling.

Preliminary Reading:

R. L. C. Butsch: *How to Read Statistics.* Bruce Publishing Co.

L. H. C. Tippett: *Statistics.* Home University Library, Oxford.

Prescribed Text Books:

*P. Karmel([1]): *Applied Statistics for Economists.* Sir Isaac Pitman Ltd.

*W. A. Neiswanger([1]): *Elementary Statistical Methods.* Macmillan.

References:

F. E. Croxton and D. J. Cowden: *Applied General Statistics.* Prentice Hall.

G. U. Yule and M. G. Kendall: *Introduction to the Theory of Statistics.* Oliver and Boyd.

K. O. Hanson: *Managerial Statistics.* Prentice Hall.

M. J. Moroney: *Facts from Figures.* Pelican.

J. Tintner: *Mathematics and Statistics for Economists.* Rinehart.

([1]) Alternative Texts.

Examination: One paper of three hours.

15.22 STATISTICAL METHODS II

One hour per week

This course is a direct continuation of the course in Statistical Methods I. It develops further the exposition of the sampling techniques and their application in the fields of market research, quality control and auditing. Other topics included in the course cover some more specific methods and applications of correlation and regression techniques and an introduction to demography.

Prescribed Text Books:

J. G. Smith and A. J. Duncan: *Fundamentals of the Theory of Statistics: Vol. II—Sampling Statistics and Applications.* McGraw-Hill.

P. Karmel: *Applied Statistics for Economists.* Sir Isaac Pitman.

References:

G. U. Yule and M. G. Kendall: *Introduction to the Theory of Statistics.* Oliver and Boyd.

W. E. Deming: *Some Theory of Sampling.* Wiley.

R. Ferber: *Statistical Techniques in Market Research.* McGraw-Hill.

F. C. Mills: *Statistical Methods.* Holt.

Examination: One paper of three hours.

TIME TABLES

These time tables give the hours of the principal courses offered
in the Faculty of Commerce.

*The times given are, however, provisional and subject to alteration
at short notice. Students should therefore consult the Faculty and
School notice boards at frequent intervals and particularly in the
first week of first term for supplementary or amending information.*

Students are reminded that, where a particular group of lectures
is repeated, they may attend either the day or evening lecture.

For the times of those subjects which are not listed in the tables
students should consult the School concerned.

Students reading for Honours should also consult the Head of
the School concerned for their time tables.

Students are reminded that if, because of failure in examinations,
they are compelled to repeat courses the Faculty cannot accept the
responsibility for providing them with a time table restricted to
attendance at the University on three evenings a week. Students
therefore are recommended to make every effort to pass the subjects
in the order set out in the relevant time tables.

BACHELOR OF COMMERCE IN ACCOUNTANCY.

PASS DEGREE.

Three years of full-time study.   Time Table : Stages I and II.†

Stage.	Subjects Studied.	Time.	Lecture and Tutorial Times.				
			Monday.	Tuesday.	Wednesday.	Thursday.	Friday.
I.	Descriptive Economics ...	a.m. 10–11					
	Economics I	11–12					
	Accounting I ...	p.m. 12–1	Stats. Methods I.				
	Statistical Methods I						
	Psychology I (Commerce) ...	2–3		Economics I.	*Accounting I††	Psychology I.	
	Logic	3–4	English, *or* History.		*Accounting I††		*Accounting I††
	English *or* History	4–5	Logic.	Psychology I.	English, *or* History.	Economics I.	*Accounting I††
		5–6				Stat. Methods I.	
		6–7	Desc. Economics.		Accounting I.		Desc. Economics.
		7–8	Accounting I.				
		8–9					

	Time					
II. Economics II.	a.m. 10–11	Economics II.	Economics II.			
Economics III. Accounting II.	11–12		Economics III.		Economics III.	
Taxation.	p.m. 12–1					
Statistical Methods II.	1–2					
Law I.	2–3				*Accounting II. ††	
Business Finance.	3–4	Accounting II.	Accounting II.	Taxation.††	*Accounting II. ††	
Accounting Control.	4–5		Law I.*	Taxation.††	Stat. Methods II.	*Accounting II. ††
	5–6					*Accounting II. ††
	6–7	Taxation.††			Business Finance.	
	7–8	Taxation.††			Business Finance.	
	8–9	Accounting Control.				

† The timetable for Stage III will be announced later.

†† Denotes alternative times for these classes.

* Tutorials.

BACHELOR OF COMMERCE IN ACCOUNTANCY.

PASS DEGREE.

Five years of Part-time Study.

Time Table.

Stage.	Subjects Studied.	Time.	Lecture and Tutorial Times.				
			Monday.	Tuesday.	Wednesday.	Thursday.	Friday.
I.	Descriptive Economics.	p.m. 5–6					
	Accounting I.	6–7	Des. Economics.		Accounting I.		Des. Economics.
	Logic.	7–8	Accounting I.		*Accounting I.		Logic.
	English or History.	8–9	English or History.		*Accounting I.		English or History.
II.	Economics I.	5–6					
	Accounting II.	6–7		Accounting II.		Accounting II.	Stat. Methods I.
	Statistical Methods I.	7–8		Economics I.		Law I.	*Accounting II.
	Law I.	8–9		Stat. Methods I.		Economics I.	*Accounting II.

III.	Economics II.	5–6					
	Accounting III.	6–7	Economics II.	Economics II.			Accounting III
	Law II.	7–8	*Accounting III	Law II.			Law III.
	Law III.	8–9	*Accounting III	Accounting III			Law III.
IV.	Economics III.	5–6					
	Accounting IV.	6–7	Taxation.		Accounting IV.		Accounting IV.
	Taxation.	7–8	Taxation.		Psychology I.		*Accounting IV.
	Psychology I (Commerce).	8–9	Economics III.		Psychology I.		Economics III.
V.	Auditing.	5–6					
	Accounting Control.	6–7	Stat. Methods II.		Scientific Method.	Business Finance.	
	Business Finance.	7–8	Option.†		Auditing.	Business Finance.	
	Stat. Methods II.	8–9	Accounting Control.		Auditing.	Option.†	
	Scientific Method. †Option.						

* Tutorial.
† For list of Options consult Table III,

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BACHELOR OF COMMERCE IN ECONOMICS, STATISTICS, OR APPLIED PSYCHOLOGY.
PASS DEGREE.
Three Years of Full-time Study.

Stage.	Subjects Studied.	Time.	Lecture and Tutorial Times.				
			Monday.	Tuesday.	Wednesday.	Thursday.	Friday.
I.	Descriptive Economics.	a.m. 11–12					
	Economics I.	p.m. 12–1					
	Accounting I.	2–3		Economics I.	*Accounting I.	Psychology I.	
	Psychology I. (Commerce).	3–4	English *or* History.		*Accounting I.		*Accounting I.
	English *or* History.	4–5	Logic.	Psychology I.	English *or* History.	Economics I.	*Accounting I.
	Logic.	5–6					
		6–7	Des. Economics.		Accounting I.		Desc. Economics.
		7–8	Accounting I.				
		8–9					
II.	Economics II. Economics III.	a.m. 10–11	Economics II.	Economics II.			
	Statistical Methods I.	11–12		Economics III.		Economics III.	
	Special Subject I. ††	p.m. 12–1		Stat. Methods I.			
	Special Subject II ††	2–3					

	Option.†						
		4–5					
		5–6				Stat. Methods I.	
		6–7					
		7–8	Option.				
		8–9				Option.	
III.	Economics IV.	a.m. 10–11					
	Special Subject III.††	11–12	Economics IV.		Economics IV.		
	Special Subject IV.†† Seminar in Spec. Subject.††.	p.m. 12–1				Seminar in Contemporary Econ. problems.	
	Statistical Methods II.	2–3					
	Scientific Method.**	3–4					
	Accounting Control.**	4–5				Stat. Methods II.	
	Seminar in Contemporary Economic Problems.	5–6					
		6–7					
		7–8					
		8–9					

† For permissible subjects, see Table VI. ** Times to be announced.
†† For these times students should consult the Head of the School in which they are specialising.
* Denotes tutorials. Alternative times.

BACHELOR OF COMMERCE IN ECONOMICS, STATISTICS, OR APPLIED PSYCHOLOGY.

PASS DEGREE.

Five Years of Part-time Study.

Stage.	Subjects Studied.	Time.	Lectures and Tutorial Times.				
			Monday.	Tuesday.	Wednesday.	Thursday.	Friday.
I.	Descriptive Economics.	p.m. 6–7	Desc. Economics.		Accounting I.		Desc. Economics.
	Accounting I. Logic.	7–8	Accounting I.		*Accounting I.		Logic.
	English *or* History.	8–9	English *or* History.		*Accounting I.		English *or* History.
II.	Economics I. Psychology I (Commerce).	5–6				Stat. Methods I.†	
	Statistical Methods I.	6–7			Scientific Method.		Stat. Methods I.†
	Scientific Method.	7–8		Economics I.	Psychology I.		
		8–9		Stat. Methods I.	Psychology I.	Economics I.	

III.	Economics II.	5–6					
	Statistical Methods II.	6–7	Economics II.	Economics II.			
	Accounting Control.	7–8	Option.				
	Option.** Special Subject I.††	8–9	Accounting Control.	Stat. Methods II.		Option.	
IV.	Economics III.	6–7					
	Special Subject II.††	7–8					
	Special Subject III.††	8–9	Economics III				Economics III.
V.	Economics IV.	6–7					
	Special Subject IV.†† Seminar in Contemporary Economic Problems.	7–8	Economics IV.	Seminar in Contemporary Economic Problems.			
		8–9				Economics IV.	
	Seminar in Special Subjects. ††						

** For the range of Options admissible consult Table VIII.

†† For the times of these courses, students should consult the Head of the School in which they are specialising.

† Alternative lectures.

* Denotes tutorials.

New Accountancy Diploma Course, 1957.

Five Years of Part-time Study.

Time Table.

Stage.	Subjects Studied.	Time.	Lecture and Tutorial Times.				
			Monday.	Tuesday.	Wednesday.	Thursday.	Friday.
I.	Accounting I. Management.	p.m. 6–7			Accounting I.	Management.	
	Law I.	7–8	Accounting I.		*Accounting I.	Law I.	
		8–9			*Accounting I.		
II.	Accounting II. Economics I.	6–7		Accounting II.		Accounting II.	Stat. Methods I.
	Statistical Methods I.	7–8		Economics I.			*Accounting II.
		8–9		Stat. Methods I.		Economics I.	*Accounting II.
III.	Accounting III. Economics II.	6–7	Economics II.	Economics II.			Accounting III.

	Law II. Law III.	7–8	*AccountingIII.	Law II.			Law III.
		8–9	*AccountingIII.	Accounting III.			Law III.
IV.	Accounting IV. Taxation.	6–7	Taxation.		Accounting IV.	Business Finance.	Accounting IV.
	Auditing.	7–8	Taxation.		Auditing.	Business Finance.	*Accounting IV.
	Business Finance.	8–9			Auditing.		
V.	Cost Accounting. Accounting Control.	6–7			Coy. Sec. Practice.		
	Psychology I.	7–8	Cost Accounting.	Cost Accounting.	Psychology I.		
	Company Secretarial Practice.	8–9	Accounting Control.	*Cost Accounting.	Psychology I.		

* Tutorial.

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TIMES OF PRINCIPAL LECTURE CLASSES IN 1958.

Subject.	Lecture Times.					Tutorial Times.					Remarks.
	Mon.	Tues.	Wed.	Thurs.	Fri.	Mon.	Tues.	Wed.	Thurs.	Fri.	
Degree Courses	...	...	...	...	...	...	...	2–4⎫	...	...	
Accounting—I	7–8	...	6–7	...	...	...	...	7–9⎭	...	3–5	
II. ...	...	6–7	...	6–7	...	...	...	...	...	7–9	
II (day) ...	3–4	3–4	...	...	...	...	...	...	2–4	4–6	
III... ...	...	8–9	...	...	6–7	7–9	...	...	...	...	
IV ...	...	...	6–7	...	6–7	...	...	...	...	7–8	
Advanced Cost Accounting ...	7–8	7–8	...	...	...	...	8–9	...	...	...	
Taxation	6–8	...	...	...	...	...	...	...	...	...	
Taxation (Day) ...	...	...	3–5	...	...	...	...	...	...	...	
Accounting Control ...	8–9	...	...	...	...	...	...	...	...	...	
Auditing	...	...	7–9	...	...	...	...	...	...	...	
Law I	...	...	...	7–8	...	...	...	...	...	...	
Law—I (day) ...	...	4–5	...	...	...	...	...	...	...	...	
II	...	7–8	...	...	...	...	...	...	...	...	
III	...	...	...	...	7–9	...	...	...	...	...	

Business Finance	...	...	...	6–8	...	...	...	...	...	...
Production	...	...	7–9	...	...	...	...	...	...	...
Marketing	...	...	7–9	...	...	...	...	...	...	...
Accounting Seminar ...	6–7	...	...	...	...	...	...	...	...	...
Descriptive Economics	6–7	...	...	...	6–7	6–7	...	...	...	...
Descriptive Economics (day)	...	...	...	...	...	...	...	...	...	...
Economics—I	...	7–8	...	8–9	...	...	7–8	...	...	...
I (day) ...	...	2–3	...	4–5	...	...	2–3	...	...	...
Economics—II	6–7	6–7	...	...	...	...	6–7	...	...	...
II (day) ...	10–11	10–11	...	...	...	...	10–11	...	...	...
III	8–9	...	...	7–8	...	8–9	...	...	...	...
III (day) ...	...	11–12	...	11–12	...	...	11–12	...	...	...
Stat. Methods I ...	...	8–9	...	...	6–7	...	8–9	...	...	...
Stat. Methods I (day) ...	...	12–1	...	5–6	...	...	12–1	...	...	...
Stat. Methods II (day)	...	...	...	4–5	...	...	...	...	...	...

Tutorials are held in alternate weeks only.

Times of Principal Lecture Classes in 1958.

Subjects	Lecture Classes.					Remarks.
	Monday.	Tuesday.	Wednesday.	Thursday.	Friday.	
English *or* History	8–9	...	...	...	8–9	
English *or* History (day) ...	3–4	...	4–5	...	...	
Logic	...	...	...	...	7–8	
Logic (day)	4–5	...	...	...	...	
Psychology I (Commerce) ...	...	...	7–9	...	...	
Psychology I (Commerce) (day)	...	4–5	...	2–3	...	
Scientific Method	...	...	6–7	...	...	
Diploma Courses	...	...	...	...	...	
Company Secretarial Practice ...	...	...	6–7	...	...	
Psychology (Dip.)	...	...	7–9	...	...	Half year course only.
Management (Dip.) ...	...	...	7–9	...	...	
Economics (Dip.)	...	6–8	...	...	...	
Introduction to Management (New Diploma).	...	...	...	6–7	...	Taken only by those entering the Diploma in or after 1957.