

2017 HANDBOOK Sport studies



HANDBOOK FOR 2017

FACULTY OF Applied Sciences

DEPARTMENT of SPORT STUDIES

IMPORTANT NOTICES

Your registration is in accordance with all current rules of the Institution. If, for whatever reason, you do not register consecutively for every year/semester of your programme, your existing registration contract with the Institution will cease. Your re-registration anytime thereafter will be at the discretion of the institution and, if permitted, will be in accordance with the rules applicable at that time.

The rules in this departmental handbook must be read in conjunction with the General Rules (G Rules) contained in the DUT General Handbook for Students as well as the relevant Study Guides.

With respect to an appeal, your attention is specifically drawn to Rules GI(8) and (9), and to the process of dealing with students issues.

STRATEGIC DIRECTION (2015-2019) FACULTY OF APPLIED SCIENCES [Educate. Engage. Innovate.]

VISION

Leading innovation through science and technology.

MISSION STATEMENT

- Educate students
- Generate new scientific knowledge
- Engage communities

VALUES

- 1. **Accountability**: We take ownership of all activities, resources and tasks required of us. We deliver on our promises and responsibilities.
- 2. **Integrity**: We adhere to moral standards and principles. We are transparent and consistent in all our actions, and lead by example.
- 3. **Dedication**: We are committed to achieving our goals and expectations.
- 4. **Professionalism**: We operate within clear boundaries with respect to our code of conduct.
- 5. **People Oriented**: We are committed to sustaining the morale and holistic development of staff and student. We value diversity in all forms.

DEPARTMENT OF SPORT STUDIES

VISION

A recognised sport institute of innovative graduates to industry.

MISSION STATEMENT

Empowering students to build sustainable futures in sport.

VALUES

- I. Commitment: We keep our promises. Always accountable)
- 2. Integrity: We are honest and fair in all our dealings. We have pride for what we do.)
- 3. **Professionalism**: We maintain highest standards of ethics. We walk the talk)
- 4. Health and Wellness: We promote a physically active and healthy lifestyle)
- 5. **People-Centered**: We have respect for all. We embrace diversity)

6. **Collaboration**: We value partnerships with key stakeholders. Our success depends on their success)

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DEPARTMENTAL & FACULTY CONTACT DETAILS Ι.

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All Faculty queries to:

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2. DEPARTMENTAL STAFF

Head of Department	Ms T Schafer, Master of Sport Science Biokinetics (UKZN), BA (Hons) Sport Science Biokinetics (UDW), BA Sport Sci- ence (UDW).
Lecturers:	Ms C Lotz, M Tech: Marketing (DUT), B Tech: Marketing (DUT), ND: Marketing (DUT).
	Dr S B Hussain, PhD: Marketing (DUT), M Tech: Public Re- lations (DUT), B Tech: Public Relations (DUT), ND: Public Relations (DUT).
Secretary:	Ms S Singh, B Tech: Management (UNISA), ND: Office Man- agement & Technology (UNISA)

3. QUALIFICATIONS OFFERED BY THE DEPARTMENT

Programmes offered in this Department will, upon successful completion, lead to the award of the following qualifications:

National Diploma (ND)

Qualification	Qualification Code	Important dates	SAQA NLRD ID
ND: Sport Management	NDSPMI	Revised structure	72263
		from Jan 2011	

4. NATIONAL DIPLOMA: SPORT MANAGEMENT (NDSPMI)

Purpose of Qualification

This qualification prepares students to obtain the necessary knowledge and skills in aspects of management, such as event and sporting facility management; marketing and public relations relating to sports events and products; and all aspects of sports coaching. Students learn anatomy and physiology as fundamentals to sport requirements. The practical aspect of exercise and various sports - for individuals and teams - are integrated with the theoretical subjects.

4.1 **PROGRAMME STRUCTURE (3 YEAR)**

Code	Subjects Offering		Assessment Method		Pre- requisite Subjects
SPMT101	Sport Management I	1	Ex	0.200	
SPBRIOI	Sport Public Relations I	1	Ex	0.200	
SPMK101	Sport Marketing I	1	Ex	0.200	
SPMC101	Sport Media and Communication I	1	CA	0.250	
EUCMIII	End-User Computing I (Module I)	la	CA	0.100	
SPRSIII	Sport and Physical Recreation Stud- ies 1 (Module 1)	la	Ex	0.100	
EUCM121	End-User Computing I (Module 2)	lb	CA	0.100	
SPRS121	Sport and Physical Recreation Studies I (Module 2)	lb	Ex	0.100	
SPRS211	Sport and Physical Recreation Studies 2 (Module I)	2a	Ex	0.125	SPRS111& SPRS121

SPRS221	Sport and Physical Recreation Studies 2 (Module 2)	2b	Ex	0.125	SPRSIII & SPRSI2I
SPMT201	Sport Management 2	2	Ex	0.250	SPMT101
SPBR201	Sport Public Relations 2	2	Ex	0.250	SPBRIOI
SPMK201	Sport Marketing 2	2	CA	0.250	SPMK101
SPRS301#	Sport and Physical Recreation Studies 3	3	CA	0.250	SPRS211 & SPRS221
SPMT301#	Sport Management 3	3	Ex	0.250	SPMT201
SPMK301#	Sport Marketing 3	3	CA	0.250	SPMK201

KEY: All subjects are compulsory.

Assessment Method: Ex=Examination; CA=Continuous Assessment

Year of Study: Numbers I to 3 indicates the year of study, "a"= Semester I, "b"=Semester 2 (eg 2b=Second year, Semester 2)

These subjects are final level subjects.

A pre-requisite subject means this subject must be passed prior to registration for the subsequent subject

4.2 **PROGRAMME INFORMATION**

All lectures for the ND: Sport Management will be conducted on a full-time basis over a period of three years.

4.2.1 Academic Integrity

Refer to the DUT General Rules pertaining to academic integrity GI3(1)(o) - covering falsification of academic records, plagiarism and cheating. These will be enforced wherever necessary to safeguard the worthiness of our qualifications, and the integrity of the Faculty of Applied Sciences at DUT.

4.2.2 Code of Conduct for Students

A professional code of conduct pertaining to behaviour, appearance, personal hygiene and dress shall apply to all students registered with the Faculty of Applied Sciences, at all times. Refer to Programme Rule 4.3.8 below.

4.2.3 Attendance

Students are expected to achieve 100% attendance for all planned academic activities as these are designed to provide optimal support for the required competency. Students are expected to be punctual for all academic activities. Penalties may be invoked for late attendance. Refer to Programme Rule 4.3.9 below.

4.2.4 Work Integrated Learning (WIL)

This programme does not include a WIL component. However, a compulsory practical component is incorporated into the subject Sport and Physical Studies, in all levels of study. This programme requires the student to undergo practical assessments as part of the course. This will take place on campus and students must be attired with the correct dress code during these practical assessments. Refer to Programme Rules 4.3.8 and 4.3.9 below.

4.2.5 Assessment and Moderation

Students are expected to work steadily through the period of registration in order to achieve the highest results possible.

Assessment details are listed under each subject at the back of this handbook.

Assessments could include a variety of testing methods including, but not limited to, written tests, oral tests, theoretical and/or practical examinations, group work and assignments.

Assignments must be handed personally to the lecturer who will record their receipt. Late submission will be penalised.

In the case of a continuous assessment subject (a subject which has no final examination/s or supplementary examination/s) opportunities for reassessment are provided for students who fail assessments. These are stipulated in the relevant study guide.

Moderation follows the DUT Assessment Policy stipulations.

Refer to Programme Rule 4.3.9 below.

4.2.6 Employment Opportunities

The Sport Industry sector is broad, diverse and multidisciplinary. In an emerging developing country such as South Arica there is an urgent demand for skilled graduates to enter careers as sport managers, sport administrators, fitness instructors (private and public gyms), sport club managers, sport marketers, sport development officers, sport promoters, sport commentators, sport organisers, provincial or national team managers, sport agents, sport events coordinators and sport media liaison practitioners.

Our graduates have secured employment in sport federations, sport organisations, National and Provincial Departments of Sport and Recreation, Metropolitan, District and Local Municipalities. There are also opportunities for self-employment and entrepreneurship is encouraged.

4.3 **PROGRAMME RULES**

4.3.1 Minimum Admission Requirements

In addition to DUT Rule G7, the following minimum entrance requirements and the selection criteria outlined in 4.3.2 apply for applicants with reference to:-

4.3.1.1 Academic Achievement

In line with the above, the applicants' school leaving academic achievement must comply with the following subject at the stated minimum rating as outlined in the table below:

- (i) A National Senior Certificate (NSC) with endorsement for a diploma/degree:
- (ii) A Senior Certificate (SC) with matriculation exemption:
- (iii) A National Certificate Vocational (NCV) Level 4 with statutory requirements for a diploma:

Compulsory	NSC		SC	NCV
Subject/s	Rating	HG	SG	NCT
English	4 (50-59%)	E	D	50%

(iv) Scoring System

Applicants must obtain a minimum of 26 points in either the National Senior Certificate (NSC) or the Senior Certificate (SC), as detailed hereunder:-

• National Senior Certificate

Applicants' National Senior Certificate subject percentages will be converted to a decimal format to obtain the Admission Point Scores (APS) eg 85% will be converted to 8.5. Applicants with Life Sciences must double their APS score for that subject. No points will be allocated for the subject Life Orientation.

The table example below may be used as a guide when converting and calculating the APS score for the National Senior Certificate.

Subjects	Achieve- ment Level	Percent- age	Method	APS Score
English	7	85%	Divide the % by 10	8.5
Afrikaans	3	48%	Divide the % by 10	4.8
Mathematics	3	46%	Divide the % by 10	4.6
Geography	4	52%	Divide the % by 10	5.2
Business Studies	7	83%	Divide the % by 10	8.3
Life Sciences	5	60%	Divide the % by 10, then double points ie 6.0 x 2	12.0
Life Orientation	7	88%	No points allocated	0
TOTAL APS Score	2			43.4

Senior Certificate

Applicants' Senior Certificate symbols allocated points using the equivalent mark allocation listed for Higher Grade and Standard Grade in the table below, eg English symbol C will be converted to 6 on Higher Grade (HG) or 4 on Standard Grade (SG). Applicants with Biology must double their mark allocation for that subject.

SC Symbol	Mark allocated to HG Subjects	Mark allocated to SG Subjects
A	8	6
В	7	5
С	6	4
D	5	3
E	4	2

4.3.1.2 Admission Requirements based on Work Experience, Age and Maturity; and Recognition of Prior Learning

The DUT Rules G7(3), and G7(8) respectively, will apply. (Approved by Senate Rules Comm wef 2014/10)

4.3.1.3 Admission of International Students

The DUT's Admissions Policy for International Students and DUT Rules G4 and G7(5) will apply.

International students must meet the equivalent programme minimum entrance requirements as stated above.

(Approved by Senate Rules Comm wef 2014/10)

4.3.1.4 Admission of Students from other Institutions

In addition to the relevant DUT Rules a transferring student will only be accepted if there are places available and the student has met the applicable entrance requirements of the university.

(Approved by Senate Rules Comm wef 2014/10)

4.3.2 Selection Criteria

In addition to the Minimum Admission Requirements (Rule 4.3.1), the following selection process will determine placement in the programme:

- All applicants must apply through the Central Applications Office (CAO).
- Initial shortlisting for selection is based on the applicant's academic performance in Grade 12 (Grade 11 or Grade 12 trial marks will be used for current matriculants).
- Applicants who meet the above criteria will be:
 - a) invited to undergo placement testing.
 - b) ranked based on performance according to the above table.
- Provisional acceptance is given to selected applicants awaiting National Senior Certificate* (NSC) results. If the final Grade 12 NSC* results do not meet the minimum entrance requirements, this provisional acceptance will be withdrawn.
- Final selection for placement will be based on results of the above ranking process, as well as available places (refer to DUT Rule G5) *(or SC / NC(V)) (Approved by Senate Rules Comm wef 2014/10)

4.3.3 Pass Requirements

The DUT Rules G12, G14 and G15 apply. (Approved by Senate Rules Comm wef 2014/10)

4.3.4 Re-registration Rules

In addition to the DUT Rule G16, and all prerequisite subjects as identified in the Programme Structure (4.1), the following programme rules apply:-

4.3.4.1 All Levels of Study

In order to progress to the next level of study, students must pass a minimum

of 2 subjects from the following major subjects:

- Sport Management;
- Sport Marketing;
- Sport and Physical Recreation Studies (comprising both modules) (Approved by Senate Rules Comm wef 2014/10)

4.3.5 Exclusion Rules

In addition to DUT Rule G17, a first year student who fails three or more subjects with a final result of less than 40% in each subject is not permitted to

Re-register in this programme. Deregistration from any subjects is subject to the provision of DUT Rule G6.

(Approved by Senate Rules Comm wef 2014/10)

4.3.6 Interruption of Studies

In accordance with DUT Rule G21A(b), the minimum duration for this programme will be 3 years of registered study and the maximum duration will be 5 years of registered study, including any periods of WIL. Should a student interrupt their studies by more than three (3) years, the student will need to apply to the department for permission to reregister and will need to prove currency of appropriate knowledge prior to being given permission to continue with registration. (Approved by Senate Rules Comm wef 2014/10)

4.3.7 Work Integrated Learning Rules

This programme does not include a WIL component.

4.3.8 Code of Conduct

In addition to the Student Code of Conduct in the DUT General Handbook for Students, and the relevant requirements as stated in the appropriate Study Guides, the following rules apply:

4.3.8.1 Conduct of Students in Practical Facilities

Strict adherence to instructions issued by technical, supervisory or academic staff is required due to the need to ensure effective and safe practice in these facilities. Misconduct or disregard for instructions will be referred to the relevant disciplinary procedure.

(Approved by Senate Rules Comm wef 2014/10)

4.3.8.2 Uniforms

Students must adhere to instructions issued by technical, supervisory or academic staff regarding the specific dress code required during practicals. Noncompliance will result in the student being denied access to the venue. (Approved by Senate Rules Comm wef 2014/10)

4.3.9 Attendance and Assessment

4.3.9.1 A student who, for any valid reason(Refer to Programme Rule 4.3.9.2 below), is absent from a particular practical or test, must provide written proof of the reason for the absence to the lecturer concerned, within five (5) working days of returning to the institution in order to be considered for a special assessment.

(Approved by Senate Rules Comm wef 2014/10)

4.3.9.2 The DUT Rule G13(3)(a) which refers to special examinations also refers to special assessments set within departments for students who have missed coursework assessments. In these cases the department will determine the validity of the student's reason for not taking the assessment, and the nature of the special assessment. (Approved by Senate Rules Comm wef 2014/10)

4.3.10 Health and Safety

Students must adhere to all Health and Safety regulations both while at DUT and in WIL placements. Failure to do so will be treated as a breach of discipline. Refer to the appropriate Health and Safety policies.

(Approved by Senate Rules Comm wef 2014/10)

5. SERVICED SUBJECTS

The servicing department's rules apply to all serviced subjects. The following subjects are serviced externally to this department.

Servicing Department	Serviced Subject	Subject Code
Department of	End User Computing Module	EUCMIII
Information Technology	End User Computing Module 2	EUCM121

6. SHORT COURSES

The department currently offers varies short courses. For more information, please contact the department.

7. SUBJECT CONTENT NATIONAL DIPLOMA: SPORT MANAGEMENT

Students are to read this section in conjunction with the relevant study guides.

END USER COMPUTING I – MODULE I (EUCMIII) SYLLABUS:

Theory: Computer Hardware, Computer Software, Operating Systems **Practical:** Windows Application, Word Processing, Presentation Software

ASSESSMENT PLAN:

Course Mark

2 x Theory test:	50%
2 x Practical:	50%
Final Mark	
	1000/

No Examination - Continuous Assessment: 100% year mark

END USER COMPUTING I – MODULE 2 (EUCM121)

SYLLABUS:

Theory: Networks and Internet, Electronic Mail, Using the internet **Practical:** Excel Software, Database **ASSESSMENT PLAN:**

Course Mark

Course mark	
2 x Theory test:	50%
$2 \times Practical:$	50%
Final Mark	
No Examination - Continuous Assessment:	100% year mark

SPORT MANAGEMENT I (SPMT101) SYLLABUS:

Sport Management overview, Non-Profit and Commercial Organisations, Management Functions, Managing and leading Sport organisations, Human Resources in Sport Management, Leadership and Sport Administration

ASSESSMENT PLAN:

Course I	Mark
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2 x Theory test:	60%
I x Project:	20%
I x Tutorship programme:	20%

Final Mark

Examination: 1 x 3 hour theory paper

Final Mark: Course Mark (40%) + Examination Mark (60%)

SPORT MANAGEMENT 2 (SPMT201) SYLLABUS:

Facility Management, Event Management, Finance, Economics and Budgeting in the Sport Industry, Sport Law / Legal Principles Applied to Sport Management, Sport Agency, Management theory and practice in Sport Organisations, Organisational Structure

ASSESSMENT PLAN:

Course Mark

2 x Theory test:	40%
I x Project:	40%
I x Tutorship programme:	20%
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Final Mark

Examination: 1 x 3 hour theory paper

Final Mark: Course Mark (40%) + Examination Mark (60%)

SPORT MANAGEMENT 3 (SPMT301) SYLLABUS:

Ethics, Sponsorships, Sport Tourism and Tourism Industry, Recreation, International Sport, Controlling for quality and productivity, the future for Sport Business

ASSESSMENT PLAN:

Course Mark

2 x Theory test:	40%
I x Project:	40%
I x Tutorship programme:	20%

Final Mark

Examination: I x 3 hour theory paper Final Mark: Course Mark (40%) + Examination Mark (60%)

SPORT AND PHYSICAL RECREATION STUDIESI – MODULE I(SPRSIII) SYLLABUS:

Anatomy:

Elements of human anatomy, the skeletal systems, Muscle tissues, Principle skeletal muscles. **Biomechanics:**

Definition of terms, Nature of motion, Nature of forces, three classes of levers, concept of centre of Gravity, Analysis of various types of movement common to sport and exercise.

ASSESSMENT PLAN:

Course Mark	
2 x Theory test:	60%
I x Project:	20%
I x Tutorship programme:	20%
Final Mark	

Examination: $I \times 3$ hour theory paper

Final Mark: Course Mark (40%) + Examination Mark (60%)

SPORT AND PHYSICAL RECREATION STUDIESI – MODULE 2 (SPRS121) SYLLABUS:

Exercise Physiology:

Basic energy systems in the Human Body, Cardiovascular system during exercise, Respiratory system, The neuromuscular system of movement, Hormonal regulation during exercise.

Principles of Coaching and Conditioning: Coaching Principles, Physical fitness components, Values and Ethics in Coaching Courses.

ASSESSMENT PLAN:

Course	Mark
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2 x Theory test:	60%
I x Project:	20%
I x Tutorship programme:	20%
Final Mark	
Examination: $I \times 3$ hour theory paper	

Final Mark: Course Mark (40%) + Examination Mark (60%)

SPORT AND PHYSICAL RECREATION STUDIES 2 – MODULE I (SPRS211) SYLLABUS:

Nutrition and Concepts of Physical Fitness: Macronutrients and Micronutrients, Optimal Nutrition for Exercise and Sport, Common Nutritional Ergogenic Aids Performance, Common Pharmacological Aids to Performance

Application of Conditioning: Strength and Resistance training, Safety Considerations, Body mechanics and application to physical health, Benefits of physical activity.

ASSESSMENT PLAN:

Course Mark

2 x Theory test:	60%
I x Project:	20%
I x Tutorship programme:	20%
Final Mark	

Examination: $I \times 3$ hour theory paper

Final Mark: Course Mark (40%) + Examination Mark (60%)

SPORT AND PHYSICAL RECREATION STUDIES 2 – MODULE 2 (SPRS221) SYLLABUS:

Sport Psychology: The Science of Sport Psychology, Personal factors affecting sport performance, Adapting Coaching Psychology theory to various population, Regulating Stress, Anxiety and Arousal, Coping with sport stress.

National Framework Coaching.

ASSESSMENT PLAN:

Course Mark	
2 x Theory test:	60%
I x Project:	20%
I x Tutorship programme:	20%

Final Mark

Examination: I x 3 hour theory paper

Final Mark: Course Mark (40%) + Examination Mark (60%)

SPORT AND PHYSICAL RECREATION STUDIES 3 (SPRS301) SYLLABUS:

Sport Psychology: Sport Psychology Interventions, Aggression in Sport, and Leadership in Sport Coaching focus

Team Cohesion and Dynamics, Communication and Mentoring Techniques, Applied Exercise Psychology Injury Management: Definition of Acute & Chronic Injury, Management of Acute & Chronic Injury Common Injuries related to Sports

Exercise Physiology:

Training the Anaerobic and Aerobic Energy Systems, Training muscles to become stronger, Factors affecting physiological function: The environment and Special Aids to Performance, Body Composition, Obesity, and Weight Control, Exercise, Successful Aging, and Disease Prevention **Application of Conditioning:** Measurement and interpretation of body composition, Evaluation and Application to physical fitness and health. Physical and Health Fitness and Testing, Sport Injuries, First Aid.

ASSESSMENT PLAN:

Course Mark

3 x Theory test:	60%
I x Project:	20%
I x Tutorship programme:	20%

Final Mark

No Examination - Continuous Assessment: 100% year mark

SPORT PUBLIC RELATIONS I (SPBRI0I) SYLLABUS:

Sport Public Relations Theory

The Characteristics, Functions and Basic Skills in Sport Public Relations, the Public Relations Programme

Techniques of Sport Public Relations including: Sponsorships, Special Events, Corporate Social Responsibility, Exhibitions, Conferences and Seminars, Corporate Image and Corporate Identity.

ASSESSMENT PLAN:

Course Mark

2 x Theory test:	60%
I x Project:	20%
I x Tutorship programme:	20%
Final Mark	

Examination: $I \times 3$ hour theory paper

Final Mark: Course Mark (40%) + Examination Mark (60%)

SPORT PUBLIC RELATIONS 2 (SPBR201) SYLLABUS:

Public Relations Theory: Research, Public Relations in Commerce and Industry: Crisis Communication Public Relations in Non-Profit Organisations: Developing and Supporting Charitable organizations Public Relations in the Public Sector: SA Government and Protocol for Planning Major Sport Events Integrating Public Relations with Strategic Management

ASSESSMENT PLAN:

Course Mark	
2 x Theory:	60%
I x Project:	20%
I x Tutorship programme:	20%

Final Mark

Examination: $I \times 3$ hour theory paper

Final Mark: Course Mark (40%) + Examination Mark (60%)

SPORT MEDIA AND COMMUNICATION I (SPMC101) SYLLABUS:

The communication process, Communication contexts, Communication barriers, Written Communication: Business Letters, Memorandums and Meetings and Minutes, News and News Sources, Print Media, Electronic Media, New Media, Media Relations, Interviewing Techniques, Intercultural Communications, Application of Writing Skills: Short Messages

ASSESSMENT PLAN:

Course Mark

2 x Theory:	60%
I x Project:	20%
I x Tutorship programme:	20%
Final Mark	

No Examination - Continuous Assessment: 100% year mark

SPORT MARKETING | (SPMK101) SYLLABUS:

SYLLABUS:

Introduction into the Sport Industry, Evolution of Sport Marketing, Marketing Concepts, Designing a customer driven market strategy, Organisation and Marketing Strategy, Sport marketing environment, Services marketing mix, Market research and marketing information systems, Consumer markets and behaviour

ASSESSMENT PLAN:

Course Mark

2 x Theory:	60%
I x Project:	20%
I x Tutorship programme:	20%
Final Mark	
Examination: L x 3 hour theory paper	

Examination: I x 3 hour theory paper

Final Mark: Course Mark (40%) + Examination Mark (60%)

SPORT MARKETING 2 (SPMK201)

SYLLABUS:

Foundation of Marketing through Sport, Four domains of Sport Marketing, Marketing through sports, Sponsorship concepts, objectives, and components, Sponsorship foundations, Pre-Event Evaluation, Leveraging techniques, Ambush marketing, Post event success and failure, Venue Naming Rights

ASSESSMENT PLAN:

Course I	Mark
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2 x Theory:	60%
I x Project:	20%
I x Tutorship programme:	20%
Final Mark	

Final Mark

No Examination - Continuous Assessment: 100% year mark

SPORT MARKETING 3 (SPMK301)

SYLLABUS:

Segmentation of the sport consumer markets, Strategic decisions for sport products and the basic product concepts, Sport Promotional Strategies, Understanding the factors that influence pricing and general implementation strategies, Sport Marketing plans

ASSESSMENT PLAN:

Course Mark	
2 x Theory:	60%
I x Project:	20%
I x Tutorship programme:	20%
Final Mark	
No Examination - Continuous Assessment:	100% year mark