

ADVANCED DIPLOMA IN MANAGEMENT

PRESCRIBED TEXTBOOKS

DISTANCE LEARNING

2026

SCHOOL OF ADMINISTRATION & MANAGEMENT

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YEAR 1

SEMESTER	MODULE	CODE	PRESCRIBED TEXTBOOK/S	AUTHOR/S	PUBLISHER	EDITION	ISBN
1	AVIATION MANAGEMENT IV	AVM172	Air Transport Management An international perspective.	Budd, L & Ison, S.	Aviation legislation SACAA CARs and CATS Part 121	2016	Online
1	AVIATION MANAGEMENT II	AVM172	Aviation Leadership	Pierotti	SACAA CATS and CARs	2022	Online
1	DIGITAL MARKETING IV	DMA172	The essential guide to marketing in a digital world.	Stokes, R. & Minds of Red and Yellow.	Red and Yellow	7th	Online
1	DISASTER RISK REDUCTION IV	DRR400	Disaster Risk.	Alcántara-Ayala, I., Gomez, C, Chmutina, K., Van Niekerk, D., Raju, E., Marchezini, V., Cadag J.K. & Gaillard, J.C.		2023	9781138204348
1	INTEGRATED FIRE AND EMERGENCY SERVICES ADMINISTRATION MANAGEMENT	FEM172	No Prescribed Study Material - Refer to Study guide for required reading	N/A	N/A	N/A	N/A
1	FIRE SCIENCE MANAGEMENT AND APPLICATION	FES172	No Prescribed Study Material - Refer to Study guide for required reading	N/A	N/A	N/A	N/A
1	FINANCIAL MANAGEMENT IV	FMA400	Principles of managerial finance, global and Southern African perspectives	Zutter, C, J., Smart, S.B., Beaumont Smith, M., Fanta, A., Hall, J., Louw, E., Makina, D., Makoni, P., Ngwenya, S. and Strydom, B.	Pearson Prentice Hall.	3rd	9781485709190
1	HUMAN RESOURCE DEVELOPMENT IV	HRD400	Managing human resource development a strategic learning approach	Meyer M. (ed.)	LexisNexis	5th	9780409125689
1	HUMAN RESOURCE MANAGEMENT IV	HRM400	Human Resources Management in the New World of Work – meeting the challenges of Industry 4.0.	Kokt, D.	Van Schaick Publishers	2nd	9780627042850
1	HEALTH AND SAFETY MANAGEMENT IV	HSM400	Occupational health and safety for the South African industry and all other workplaces.	Kadiri, S.A. and Niesing, D.	Safety First Association.	2nd	9780620510523
1	ADVANCED INCIDENT COMMAND MANAGEMENT	ICM172	No Prescribed Study Material - Refer to Study guide for required reading	N/A	N/A	N/A	N/A
1	ADVANCED LABOUR RELATIONS IV	LBR400	South African employment relations theory and practice	Nel, P.S. and Kirsten, M. eds.	Van Schaik Publishers	10th	

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1	LEADERSHIP IV	LDR400	Leadership in the African context.	Van Zyl, E., Pietersen, E., Dalglish, C., Du Plessis, M., Lues, L.	Juta	3rd	9781485132325
1	ADVANCED LABOUR LAW IV	LLA400	Law @work	Van Niekerk, A. & Smit, N. (Managing Editors).	LexisNexis	6th	9781776177080
1	LOGISTICS MANAGEMENT IV	LOG172	Strategic Logistics Management A Supply Chain Management Approach.	Niemann W., De Villiers, G. (eds).	Van Schaik Publishers	3rd	9780627039188
1	LOGISTICS MANAGEMENT IV	LOG172	Emerging issues in Operations and Supply chain management.	Mkansi M., De Villiers, G., Amadi-Echendu A. (eds).	Oxford University Press	2020	9780627037283
1	MANAGEMENT PRACTICE IV	MAN400	Strategic Management. Southern African Concepts and Cases. OR	Ehlers, T & Lazenby, K.	Van Schaik Publishers	4th	9780627040092
1	MANAGEMENT PRACTICE IV	MAN400	Strategic Management. Southern African Concepts and Cases.	Ehlers, T & Lazenby, K.	Van Schaik Publishers	5th	9,78063E+12
1	ORGANISATIONAL BEHAVIOUR IV	OBR400	Organisational Behaviour	Moerdyk, A. et al.	Oxford University Press	2nd	9,78019E+12
1	PUBLIC SECTOR FINANCIAL MANAGEMENT IV	PFB400	Public financial management and its emerging architecture.	Cangiano, M., Curristine, T. & Lazare, M. (eds).	International Monetary Fund	N/A	Online
1	PUBLIC SECTOR MANAGEMENT IV	PMB400	No Prescribed Study Material - Refer to Study guide for required reading	N/A	N/A	N/A	N/A
1	PROJECT MANAGEMENT IV	POM400	Successful Project Management.	Gido, J., Clements, J.P., Baker, R., Harinarain, N. and Eresia-Eke, C.	Cengage.	2nd	9,78147E+12
1	PUBLIC SUPPLY CHAIN MANAGEMENT IV	PSC172	No Prescribed Study Material - Refer to Study guide for required reading	N/A	N/A	N/A	N/A
1	AVIATION HUMAN FACTORS MANAGEMENT IV	RAM172	Fatigue in aviation A Guide to Staying Awake at the Stick. https://www.icao.int/safety/fatiguemanagement/frms%20tools/frms%20implementation%20guide%20for%20operators%20july%202011.pdf	Caldwell, J & Caldwell, JL. (available from https://www.icao.int/safety/fatiguemanagement/frms%20tools/frms%20implementation%20guide%20for%20operators%20july%202011.pdf)	Routledge	2016	Online
1	RESEARCH METHODOLOGY	REM372	No Prescribed Study Material - Refer to Study guide for required reading	N/A	N/A	N/A	N/A
1	TACTICAL AVIATION MANAGEMENT IV	TAM172	Airline Operations control.	Bruce, PJ & Mulholland, C.	Routledge	1st	9,78082E+12



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