

University of Pretoria Yearbook 2016

Communication management 184 (KOB 184)

Qualification	Undergraduate
Faculty	Faculty of Economic and Management Sciences
Module credits	5.00
Programmes	BAdmin International Relations BAdmin Public Management BCom Economic and Management Sc BCom Informatics: Information Systems BIS Information Science
Service modules	Faculty of Engineering, Built Environment and Information Technology
Prerequisites	Only one of KOB 181-184 may be taken as as a module where necessary for a programme
Language of tuition	Both Afr and Eng
Academic organisation	Div Communication Management
Period of presentation	Quarter 4

Module content

*Module content will be adapted in accordance with the appropriate degree programme. Only one of KOB 181 - 184 may be taken as a module where necessary for a programme.

Applied business communication skills.

Acquiring basic business communication skills will enhance the capabilities of employees, managers and leaders in the business environment. An overview of applied skills on the intrapersonal, dyadic, interpersonal, group (team), organisational, public and mass communication contexts is provided. The practical part of the module (for example, the writing of business reports and presentation skills) concentrates on the performance dimensions of these skills as applied to particular professions.

The information published here is subject to change and may be amended after the publication of this information. The [General Regulations \(G Regulations\)](#) apply to all faculties of the University of Pretoria. It is expected of students to familiarise themselves well with these regulations as well as with the information contained in the [General Rules](#) section. Ignorance concerning these regulations and rules will not be accepted as an excuse for any transgression.