

# University of Pretoria Yearbook 2024

## Publishing 311 (PUB 311)

<b>Qualification</b>	Undergraduate
<b>Faculty</b>	<a href="#">Faculty of Engineering, Built Environment and Information Technology</a>
<b>Module credits</b>	24.00
<b>NQF Level</b>	07
<b>Programmes</b>	<a href="#">Bachelor of Information Science <i>Publishing</i> [BIS]</a>
<b>Prerequisites</b>	No prerequisites.
<b>Contact time</b>	3 lectures per week, 3 practicals per week
<b>Language of tuition</b>	Module is presented in English
<b>Department</b>	Information Science
<b>Period of presentation</b>	Semester 1

### Module content

\*Closed - requires department selection.

Commissioning. This module offers an introduction to the commissioning phase of the book publishing process. The process of manuscript commissioning is studied within the dual contexts of the South African publishing environment and the internal environment of the publishing house.

Topics covered include: market research; list building; the management of both the manuscript development and production phases; costing a project; scheduling and contracts. Learners demonstrate their understanding of commissioning through case studies, role-plays and the creation of a manuscript proposal.

### General Academic Regulations and Student Rules

The [General Academic Regulations \(G Regulations\)](#) and [General Student Rules](#) apply to all faculties and registered students of the University, as well as all prospective students who have accepted an offer of a place at the University of Pretoria. On registering for a programme, the student bears the responsibility of ensuring that they familiarise themselves with the General Academic Regulations applicable to their registration, as well as the relevant faculty-specific and programme-specific regulations and information as stipulated in the relevant yearbook. Ignorance concerning these regulations will not be accepted as an excuse for any transgression, or basis for an exception to any of the aforementioned regulations. The G Regulations are updated annually and may be amended after the publication of this information.

### Regulations, degree requirements and information

The faculty regulations, information on and requirements for the degrees published here are subject to change and may be amended after the publication of this information.

### **University of Pretoria Programme Qualification Mix (PQM) verification project**

The higher education sector has undergone an extensive alignment to the Higher Education Qualification Sub-Framework (HEQSF) across all institutions in South Africa. In order to comply with the HEQSF, all institutions are legally required to participate in a national initiative led by regulatory bodies such as the Department of Higher Education and Training (DHET), the Council on Higher Education (CHE), and the South African Qualifications Authority (SAQA). The University of Pretoria is presently engaged in an ongoing effort to align its qualifications and programmes with the HEQSF criteria. Current and prospective students should take note that changes to UP qualification and programme names, may occur as a result of the HEQSF initiative. Students are advised to contact their faculties if they have any questions.