

**Bachelor Pentadbiran Perniagaan
dengan Kepujian**

***Bachelor of Business
Administration with Honours***

STRUKTUR KURIKULUM/ CURRICULUM STRUCTURE

Program/ Programme	: Bachelor Pentadbiran Perniagaan dengan Kepujian/ Bachelor of Business Administration with Honours
Jumlah Kredit Bergraduasi/ Total Credits to Graduate	: 124 Jam Kredit/ Credit Hours
Tempoh Pengajian/ Duration of Study	: 8 Semester/ Semesters (4 Tahun/ Years)
Matlamat Program	: <ol style="list-style-type: none"> 1. melahirkan eksekutif yang berkebolehan menggunakan teknologi yang sesuai, beretika dan mahir berkomunikasi dalam urusan perniagaan dan organisasi 2. melahirkan eksekutif yang mempunyai kemahiran memimpin dan mampu menyelesaikan masalah perniagaan. 3. melahirkan eksekutif yang mempunyai ciri keusahawanan, berdaya saing dan mempunyai kemahiran mengurus organisasi dan perniagaan.

RINGKASAN HASIL PEMBELAJARAN PROGRAM

Program	Hasil Pembelajaran (PO)					
	Menilai teori dan konsep dalam perniagaan	Menyampaikan idea kreatif dan inovatif secara berkesan	Mengaplikasi kemahiran pemikiran kritis dalam membuat keputusan	Mempamerkan kemahiran keusahawanan inovatif	Mempamerkan kemahiran kepimpinan, kerja berpasukan, komunikasi dan sosial berlandaskan amalan perundangan dan etika	Mempamerkan kemahiran dan prinsip pembelajaran sepanjang hayat dalam pembangunan akademik dan kerjaya mereka
	BS1	BS2	BS3	BS4	BS5	BS6
Bachelor Pentadbiran Perniagaan dengan Kepujian	34	14	19	6	30	8

1. Kursus Universiti/ University Courses (14 kredit/ credits)

KOD KURSUS/ COURSE CODE	KURSUS/ COURSE	Kr/ Cr	K/ L	A/ T	PRASYARAT/ PREREQUISITE
SKP2101*	Kenegaraan Malaysia/ Malaysian Nationhood	3	3	0	Tiada/ None
FEM2401**	Politik Malaysia dan Masyarakat/	2	2	0	

KOD KURSUS/ COURSE CODE	KURSUS/ COURSE	Kr/ Cr	K/ L	A/ T	PRASYARAT/ PREREQUISITE
	<i>Malaysian Politics and Society</i>				
SKP3112*	Falsafah dan Isu Semasa/ <i>Philosophy and Current Issues</i>	2	2	0	Tiada/ None
SKP3113**	Falsafah dan Isu Semasa Masyarakat Sivil/ <i>Philosophy and Current Issues in Civil Society</i>				
atau/ or	atau/ or	3	3	0	Tiada/ None
SKP3123**	Penghayatan Etika dan Peradaban di Malaysia/ <i>Internalization of Ethics and Civilization in Malaysia</i>				
SKP3122*	Penghayatan Etika dan Peradaban/ <i>Internalization of Ethics and Civilization</i>	2	2	0	Tiada/ None
LPM2100**	Bahasa Melayu Komunikasi/ <i>Malay Language Communication</i>	2	2	0	Tiada / None
PRT2009	Pertanian dan Kehidupan/ <i>Agriculture and Life</i>	2	1	1	Tiada/ None
LPE2301	<i>Academic Interaction and Presentation</i>	3	2	1	CEL2102
QKXXXX	Ko-kurikulum/ <i>Co-curriculum</i>	1	0	1	
QKXXXX	Ko-kurikulum/ <i>Co-curriculum</i>	1	0	1	

Nota: * pelajar tempatan/ local student

****pelajar antarabangsa/ international student**

2. Kursus Teras/ *Core Courses* (54 kredit/ *credits*)

KOD KURSUS/ COURSE CODE	KURSUS/ COURSE	Kr/ Cr	K/ L	A/ T	PRASYARAT/ PREREQUISITE
MGM3101	Prinsip Pengurusan/ <i>Principles of Management</i>	3	3	0	Tiada/ None
MGM3111	Komunikasi Pentadbiran dan Perniagaan/ <i>Business and Administrative Communication</i>	3	3	0	MGM3101
MGM3113	Gelagat Organisasi/ <i>Organizational Behaviour</i>	3	3	0	MGM3101
MGM3123	Pengurusan Sumber Manusia/ <i>Human Resource Management</i>	3	3	0	MGM3113
MGM3164	Kaedah Kuantitatif Untuk Perniagaan/ <i>Quantitative Methods For Business</i>	4	3	1	Tiada/ None
MGM3180	Asas Keusahawanan/ <i>Basic Entrepreneurship</i>	3	2	1	Tiada/ None
MGM3211	Prinsip Pemasaran/ <i>Principles of Marketing</i>	3	3	0	Tiada/ None
MGM3352	Undang-Undang Perniagaan / <i>Business Law</i>	3	3	0	Tiada/ None

KOD KURSUS/ COURSE CODE	KURSUS/ COURSE	Kr/ Cr	K/ L	A/ T	PRASYARAT/ PREREQUISITE
MGM4105	Kaedah Penyelidikan Perniagaan dan Pengurusan/ <i>Business and Management Research Methods</i>	4	3	1	MGM3164
MGM4137	Dasar Sosial Korporat/ <i>Corporate Social Policy</i>	3	3	0	Tiada/ <i>None</i>
MGM4149	Pengurusan Operasi dan Pengeluaran/ <i>Production and Operation Management</i>	3	3	0	MGM3164
MGM4197	Sistem Maklumat Pengurusan/ <i>Management Information System</i>	3	3	0	MGM3113
MGM4959	Disertasi Bachelo/ <i>Bachelor Dissertation</i>	4	0	4	Tiada/ <i>None</i>
LPE2501	<i>Academic Writing</i>	3	2	1	LPE2301
ACN3101	Maklumat Perakaunan Dan Kewangan/ <i>Accounting and Financial Information</i>	3	3	0	Tiada/ <i>None</i>
FIN3111	Pengurusan Kewangan/ <i>Financial Management</i>	3	3	0	ACN3101 atau/ ACN3102 atau/ or ACN3111
ECN3010	Prinsip Ekonomi/ <i>Principles Of Economics</i>	3	3	0	Tiada/ <i>None</i>

3. Kursus Elektif Opsyen/ *Elective Options Courses* (33 kredit/ *credits*)

i. Pengurusan Sumber Manusia/ *Human Resource Management*

KOD KURSUS/ COURSE CODE	KURSUS/ COURSE	Kr/ Cr	K/ L	A/ T	PRASYARAT/ PREREQUISITE
MGM4124 (Opsyen 1)	Pengurusan Latihan dan Pembangunan/ <i>Training and Development Management</i>	3	3	0	MGM3113
MGM4125 (Opsyen 6)	Pengurusan Pampasan/ <i>Compensation Management</i>	3	3	0	MGM3123
MGM4126 (Opsyen 2)	Perhubungan Perusahaan/ <i>Industrial Relations</i>	3	3	0	MGM3123
MGM4127 (Opsyen 7)	Pengambilan dan Pemilihan Pekerja/ <i>Employee Recruitment and Selection</i>	3	3	0	MGM3123
MGM4129 (Opsyen 9)	Pembangunan Organisasi/ <i>Organization Development</i>	3	3	0	MGM3123
MGM4130 (Opsyen 3)	Strategi Pekerjaan dan Pengurusan Tempat Kerja/ <i>Strategic Employment and Workplace Management</i>	3	3	0	MGM3123
MGM4136 (Opsyen 5)	Isu Semasa Pengurusan/ <i>Current Issues in Management</i>	3	3	0	Tiada/ <i>None</i>

KOD KURSUS/ COURSE CODE	KURSUS/ COURSE	Kr/ Cr	K/ L	A/ T	PRASYARAT/ PREREQUISITE
MGM4139 (Opsyen 10)	Pengurusan Strategi/ <i>Strategic Management</i>	3	3	0	Tiada/ <i>None</i>
MGM4144 (Opsyen 4)	Pengurusan Kualiti/ <i>Quality Management</i>	3	3	0	Tiada/ <i>None</i>
MGM4155 (Opsyen 8)	Pengurusan Rentas Budaya/ <i>Cross-Cultural Management</i>	3	3	0	MGM3113
MGM4331 (Opsyen 11)	Undang-Undang Pekerjaan dan Perhubungan Industri/ <i>Employment and Industrial Relations Law</i>	3	3	0	MGM3352

ii. Pemasaran/ Marketing

KOD KURSUS/ COURSE CODE	KURSUS/ COURSE	Kr/ Cr	K/ L	A/ T	PRASYARAT/ PREREQUISITE
MGM3244 (Opsyen 7)	Gelagat Pengguna/ <i>Consumer Behaviour</i>	3	3	0	MGM3211
MGM4139 (Opsyen 10)	Pengurusan Strategik/ <i>Strategic Management</i>	3	3	0	Tiada/ <i>None</i>
MGM4144 (Opsyen 4)	Pengurusan Kualiti/ <i>Quality Management</i>	3	3	0	Tiada/ <i>None</i>
MGM4154 (Opsyen 3)	Pengurusan Perniagaan Antarabangsa/ <i>International Business Management</i>	3	3	0	MGM3211 dan/and FIN3111
MGM4204 (Opsyen 9)	Pemasaran Perkhidmatan/ <i>Service Marketing</i>	3	3	0	MGM3211
MGM4239 (Opsyen 1)	Pengurusan Pemasaran Strategik / <i>Strategic Marketing Management</i>	3	3	0	MGM3211
MGM4254 (Opsyen 6)	Pengurusan Peruncitan/ <i>Retail Management</i>	3	3	0	MGM3211
MGM4264 (Opsyen 8)	Penyelidikan Pemasaran/ <i>Marketing Research</i>	3	3	0	MGM3211 dan/and MGM3164
MGM4273 (Opsyen 5)	Pemasaran Antarabangsa/ <i>International Marketing</i>	3	3	0	MGM3211
MGM4284 (Opsyen 2)	Pengurusan Promosi/ <i>Promotion Management</i>	3	3	0	MGM3211
MGM4297 (Opsyen 11)	Pengurusan Produk/ <i>Product Management</i>	3	3	0	MGM3211

iii. Kewangan/ *Finance*

KOD KURSUS/ COURSE CODE	KURSUS/ COURSE	Kr/ Cr	K/ L	A/ T	PRASYARAT/ PREREQUISITE
FIN4131 (Opsyen 6)	Kewangan Perbadanan/ <i>Corporate Finance</i>	3	3	0	FIN3111
FIN4112 (Opsyen 7)	Teori Dan Polisi Kewangan/ <i>Finance Theory and Policy</i>	3	3	0	FIN3111
FIN4411 (Opsyen 1)	Pengurusan Kewangan Islam/ <i>Islamic Financial Management</i>	3	3	0	FIN3111
FIN4242 (Opsyen 4)	Kewangan Antarabangsa/ <i>International Finance</i>	3	3	0	FIN3111
ACT4216 (Opsyen 3)	Sistem Dan Struktur Pasaran Kewangan/ <i>System and Structure of the Financial Market</i>	3	3	0	Tiada/ <i>None</i>
ACT4217 (Opsyen 9)	Ekonometrik Kewangan Gunaan/ <i>Applied Financial Econometrics</i>	3	3	0	FIN3111
ACT4219 (Opsyen 8)	Pemodelan Kewangan / <i>Financial Modelling</i>	3	3	0	FIN3111
FIN4211 (Opsyen 2)	Analisis Pelaburan/ <i>Investment Analysis</i>	3	3	0	FIN3111
FIN3311 (Opsyen 5)	Pengurusan Bank/ <i>Bank Management</i>	3	3	0	FIN3111
FIN4521 (Opsyen 10)	Derivatif Kewangan/ <i>Financial Derivatives</i>	3	3	0	FIN3111
MGM4139 (Opsyen 11)	Pengurusan Strategi/ <i>Strategic Management</i>	3	3	0	Tiada/ <i>None</i>

iv. Keusahawanan/ *Entrepreneurship*

KOD KURSUS/ COURSE CODE	KURSUS/ COURSE	Kr/ Cr	K/ L	A/ T	PRASYARAT/ PREREQUISITE
MGM4131 (Opsyen 4)	Pengurusan Hospitaliti dan Pelancongan/ <i>Hospitality and Tourism Management</i>	3	3	0	Tiada/ <i>None</i>
MGM4139 (Opsyen 5)	Pengurusan Strategi/ <i>Strategic Management</i>	3	3	0	Tiada/ <i>None</i>
MGM4142 (Opsyen 3)	Pengurusan Acara/ <i>Event Management</i>	3	3	0	Tiada/ <i>None</i>
MGM4178 (Opsyen 6)	Pengurusan Francais/ <i>Franchise Management</i>	3	3	0	MGM3211
MGM4183 (Opsyen 1)	Keusahawanan/ <i>Entrepreneurship</i>	3	3	0	MGM3101
MGM4184 (Opsyen 9)	Pengurusan Perniagaan Kecil/ <i>Small Business Management</i>	3	3	0	MGM3101

MGM4187 (Opsyen 10)	Pengurusan Usahaniaga Baru/ <i>New Venture Management</i>	3	3	0	MGM3211 dan/ <i>and</i> FIN3111
MGM4189 (Opsyen 11)	Keusahawanan dan Inovasi/ <i>Entrepreneurship and Innovation</i>	3	3	0	MGM3164
MGM4284 (Opsyen 2)	Pengurusan Promosi/ <i>Promotion Management</i>	3	3	0	MGM3211
MGM4321 (Opsyen 7)	Undang-Undang Syarikat/ <i>Company Law</i>	3	3	0	MGM3351 atau/ <i>or</i> MGM3352
FIN4131 (Opsyen 8)	Kewangan Perbadanan/ <i>Corporate Finance</i>	3	3	0	FIN3111

v. Perniagaan Antarabangsa/ *International Business*

KOD KURSUS/ COURSE CODE	KURSUS/ COURSE	Kr/ Cr	K/ L	A/ T	PRASYARAT/ PREREQUISITE
MGM4139 (Opsyen 5)	Pengurusan Strategi/ <i>Strategic Management</i>	3	3	0	Tiada/ <i>None</i>
MGM4144 (Opsyen 4)	Pengurusan Kualiti/ <i>Quality Management</i>	3	3	0	Tiada/ <i>None</i>
MGM4154 (Opsyen 3)	Pengurusan Antarabangsa/ <i>Business Management</i>	3	3	0	MGM3211 dan/ <i>and</i> FIN3111
MGM4155 (Opsyen 8)	Pengurusan Rentas Budaya/ <i>Cross-Cultural Management</i>	3	3	0	MGM3113
MGM4178 (Opsyen 6)	Pengurusan Francais/ <i>Franchise Management</i>	3	3	0	MGM3211
MGM4189 (Opsyen 9)	Keusahawanan dan Inovasi/ <i>Entrepreneurship and Innovation</i>	3	3	0	MGM3164
MGM4273 (Opsyen 1)	Pemasaran Antarabangsa/ <i>International Marketing</i>	3	3	0	MGM3211
MGM4275 (Opsyen 7)	Pengurusan Rantaian Bekalan Dan Logistik <i>Antarabangsa/ International Logistics and Supply Chain Management</i>	3	3	0	Tiada/ <i>None</i>
MGM4284 (Opsyen 10)	Pengurusan Promosi/ <i>Promotion Management</i>	3	3	0	MGM3211
MGM4365 (Opsyen 11)	Undang-undang Perdagangan <i>Antarabangsa/ International Trade Law</i>	3	3	0	MGM3352
FIN4242 (Opsyen 2)	Kewangan Antarabangsa/ <i>International Finance</i>	3	3	0	FIN3111

4. Kursus Elektif / *Elective Courses* (15 kredit/credits) (Wajib hanya satu kursus bahasa global/
Compulsory only one global language course)

KOD KURSUS/ COURSE CODE	KURSUS/ COURSE	Kr/ Cr	K/ L	A/ T	PRASYARAT/ PREREQUISITE
LP-XXXX	Bahasa Global/ <i>Global Language</i>	3	2	1	Tiada/ <i>None</i>
	Elektif Bebas/Open Elective*	3			
	Elektif dari kursus Opsyen lain (<i>Electives from other Option Courses</i>)	9			

***Kursus Elektif Bebas adalah sebarang kursus daripada kursus-kursus di UPM.
*Open Electives are any courses from courses available in UPM.***

5. Latihan Industri/ *Industrial Training* (8 kredit/ *credits*)

KOD KURSUS/ COURSE CODE	KURSUS/ COURSE	Kr/ Cr	K/ L	A/ T	PRASYARAT/ PREREQUISITE
MGM4903	Latihan Industri/ <i>Industrial Training</i>	8	0	8	Tiada/ <i>None</i>

Nota/ Note: Kr = Jam Kredit/ *Credit Hour*, K = Kredit/ *Lecture*, A = Amali/ *Tutorial*

Nota Penting/Important Notes :

- Pelajar diwajibkan mengambil **2 kredit** daripada **kursus kokurikulum** yang ditawarkan oleh universiti/ It is compulsory for students to take **2 credits of co-curriculum courses** offered by the university

SKEMA PENGAJIAN/ STUDY SCHEMETAHUN 1/ 1ST YEARSEMESTER 1/ 1ST SEMESTER (SEPTEMBER)

KOD KURSUS/ COURSE CODE	KURSUS/ COURSE	Kr/ Cr	K/ L	A/ T
SKP3112*	Falsafah dan Isu Semasa/ <i>Philosophy and Current Issues</i>	2	2	0
SKP3113**	Falsafah dan Isu Semasa Masyarakat Sipil/ <i>Philosophy and Current Issues in Civil Society</i>			
atau/ or	atau/ or	3	3	0
SKP3123**	Penghayatan Etika dan Peradaban di Malaysia/ <i>Internalization of Ethics and Civilization in Malaysia</i>			
SKP2101*	Kenegaraan Malaysia/ <i>Malaysian Nationhood</i>	3	3	0
FEM2401**	Politik Malaysia dan Masyarakat/ <i>Malaysian Politics and Society</i>	2	2	0
MGM3101	Prinsip Pengurusan/ <i>Principles of Management</i>	3	3	0
MGM3211	Prinsip Pemasaran/ <i>Principles of Marketing</i>	3	3	0
ACN3101	Maklumat Perakaunan dan Kewangan/ <i>Accounting and Financial Information</i>	3	3	0
LAX	6 Mata/ 6 Points (band 2.0-2.5, 3.0-4.5 & 5.0-5+)			
JUMLAH/ TOTAL		14	14	0

SEMESTER 2/ 2ND SEMESTER (FEBRUARY)

KOD KURSUS/ COURSE CODE	KURSUS/ COURSE	Kr/ Cr	K/ L	A/ T
SKP3122*	Penghayatan Etika dan Peradaban/ <i>Internalization of Ethics and Civilization</i>	2	2	0
LPM2100**	Bahasa Melayu Komunikasi/ <i>Malay Language Communication</i>	2	2	0
PRT2009	Pertanian dan Kehidupan/ <i>Agriculture and Life</i>	2	1	1
MGM3180	Asas Keusahawanan/ <i>Basic Entrepreneurship</i>	3	2	1
MGM3113	Gelagat Organisasi/ <i>Organizational Behavior</i>	3	3	0
ECN3010	Prinsip Ekonomi/ <i>Principles Of Economics</i>	3	3	0
QKXXXX	Ko-kurikulum/ <i>Co-curriculum</i>	1	0	1
LPE2301	<i>Academic Interaction and Presentation (band 3.0-4.5)</i>	3	2	1
CEL2102 & LAX	<i>Effective Listening and Speaking & 6 Mata/ 6 Points (band 2.0-2.5)</i>			
CEL2103 atau/ or CEL2104	<i>Writing Academic Texts (band 5.0 & 5+)</i>			
JUMLAH/ TOTAL		17	13	4

Nota/ Notes: * pelajar tempatan/ *local student*** pelajar antarabangsa/ *international student*

TAHUN 2/ 2ND YEAR

SEMESTER 1/ 1ST SEMESTER (SEPTEMBER)

KOD KURSUS/ COURSE CODE	KURSUS/ COURSE	Kr/ Cr	K/ L	A/ T
MGM3111	Komunikasi Pentadbiran dan Perniagaan/ <i>Business and Administrative Communication</i>	3	3	0
MGM3164	Kaedah Kuantitatif Untuk Perniagaan/ <i>Quantitative Methods For Business</i>	4	3	1
MGM3123	Pengurusan Sumber Manusia/ <i>Human Resource Management</i>	3	3	0
FIN3111	Pengurusan Kewangan/ <i>Financial Management</i>	3	3	0
LPE2401	<i>Reading for Academic Purpose (band 2.0& 2.5)</i>			
LPE2501	<i>Academic Writing (band 3.0 & 4.5)</i>			
LPE2502 atau/ or LPE2402 atau/ or <i>Global Language</i>	(Band 5.0 & 5+)	3	2	1
QKXXXX	Ko-kurikulum/ <i>Co-curriculum</i>	1	0	1
JUMLAH/ TOTAL		17	14	3

SEMESTER 2/ 2ND SEMESTER (FEBRUARY)

KOD KURSUS/ COURSE CODE	KURSUS/ COURSE	Kr/ Cr	K/ L	A/ T
MGM3352	Undang-Undang Perniagaan / <i>Business Law</i>	3	3	0
MGM4149	Pengurusan Operasi dan Pengeluaran/ <i>Production and Operation Management</i>	3	3	0
MGM4197	Sistem Maklumat Pengurusan/ <i>Management Information System</i>	3	3	0
	Elektif/ <i>Electives (EL 1, 2 & 3)</i>	9		
LPE2301	<i>Academic Writing (band 2.0-2.5)</i>	3	2	1
LAX	6 Mata/ <i>6 Points (band 3.0-4.5 & 5.0-5+)</i>			
JUMLAH/ TOTAL		21		1

TAHUN 3/ 3RD YEAR
SEMESTER 1/ 1ST SEMESTER (SEPTEMBER)

KOD KURSUS/ COURSE CODE	KURSUS/ COURSE	Kr/ Cr	K/ L	A/ T
	Elektif/ <i>Electives (EL 4)</i>	3		
	Kursus Opsyen/ <i>Option Courses (OP 1,2,3,4 & 5)</i>	15		
LPE2501	<i>Academic Writing (band 2.0-2.5)</i>			
CEL2105 atau / or CEL 2106 atau / or 2107	<i>Writing Academic Texts (band 3.0-4.5)</i>			
LPE2502 atau/ or LPE2402 atau/ or <i>Global Language</i>	<i>(band 5.0 & 5+)</i>	3	2	1
JUMLAH/ TOTAL		21		1

SEMESTER 2/ 2ND SEMESTER (FEBRUARY)

KOD KURSUS/ COURSE CODE	KURSUS/ COURSE	Kr/ Cr	K/ L	A/ T
MGM4137	Dasar Sosial Korporat/ <i>Corporate Social Policy</i>	3	3	0
MGM4105	Kaedah Penyelidikan Perniagaan dan Pengurusan/ <i>Business and Management Research Methods</i>	4	3	1
	Kursus Opsyen/ <i>Option Courses (OP 6,7 & 8)</i>	9		
CEL2105 atau/ or CEL2106 atau/ or CEL2107	<i>Writing Academic Texts (band 2.0-2.5)</i>			
CEL2105 atau/ or CEL2106 atau/ or CEL2107	<i>Writing Academic Texts (band 3.0 & 4.5)</i>			
LAX	6 Mata/ <i>6 Points (band 5.0 & 5+)</i>			
JUMLAH/ TOTAL		16		1

TAHUN 4/ 4TH YEAR

SEMESTER 1/ 1ST SEMESTER (SEPTEMBER)

KOD KURSUS/ COURSE CODE	KURSUS/ COURSE	Kr/ Cr	K/ L	A/ T
MGM4959	Disertasi Bacelor/ <i>Bachelor Disertation</i>	4	0	4
	Kursus Opsyen/ <i>Option Courses (OP9,10 & 11)</i>	9		
	Elektif/ <i>Electives (EL 5)</i>	3		
CEL2105 atau/ or CEL2106 atau/ or CEL2107	(band 2.0-2.5)			
LAX	12 Mata/ 12 Points (2.0-2.5 & band 3.0-4.5)			
LAX	6 Mata/ 6 Points (band 5.0-5+)			
	JUMLAH/ TOTAL	16		4

SEMESTER 2/ 2ND SEMESTER (FEBRUARY)

KOD KURSUS/ COURSE CODE	KURSUS/ COURSE	Kr/ Cr	K/ L	A/ T
MGM4903	Latihan Industri/ <i>Industrial Training</i>	8	0	8
	JUMLAH/ TOTAL	8	0	8