

OFFICIAL Examination Timetable

Semester Two 2009

Friday 6 November to Thursday 26 November 2009
Shepparton Campus

Timetable Notes:

- For examinations not listed in the **OFFICIAL** timetable, please contact the relevant school or department for further details
- All Examinations are set out in alphabetical order, with the date, time and location shown beside each paper.
- Candidates should check the date, time, locations and allowable material/instructions of their examinations carefully.
- Candidates should note that it is their responsibility to observe the requirements specified in the timetable. Failure to present for an examination through misreading the timetable is not normally sufficient grounds for special consideration.
Candidates who find themselves in this situation, should report immediately to their Faculty/School Administration Office.

Timetable Publication:

Copies of this timetable are available at the following locations:

Web Site: <http://www.latrobe.edu.au/exam/bundoora/> **CHECK SHEPPARTON LINKS**
Students are advised to access the website in order to print any relevant pages.

Student Notice Boards: Outside Student Association Office

Library

Reading Time:

Unless otherwise specified, candidates will be allowed either fifteen (15) or thirty (30) minutes to read the examination paper before writing commences. Writing is not normally permitted during reading time.

Allowable Materials

Please note that details of the materials allowed to be taken into an examination are indicated by the allowable materials/instructions on this examination timetable.

If an item is not specifically referred to on the allowable materials/instructions list, this means that the item will be deemed as unauthorised and will not be permitted to be brought into the examination. The only items permitted in an examination venue not requiring authorisation are writing instruments, an eraser and an unmarked ruler.

Examinations Conducted Within Departments/Schools:

In some instances, examinations will be conducted by schools /departments. In this case, the examination will not be listed on the enclosed timetable, and you will receive direct notification from the relevant department/school regarding the examination details.

Examination Venues:

Venue	Location
Cowley Building Room 207	Cowley Building Room 207, Fryers Street Campus

Special Consideration:

- A student who considers that his or her performance in an examination is adversely affected by illness or other cause immediately prior to or in the course of an examination may inform the supervisor at any time during the examination and shall subsequently furnish in writing to the Vice-Principal (Resources and Administration) a statement containing the circumstances together with any medical or such other evidence as may be applicable **not later than seventy-two hours after the commencement of the examination.**
- A student who considers that his or her studies during a year in respect of a unit or course have been adversely affected by illness or other cause shall furnish to the Vice-Principal (Resources and Administration) in writing a statement containing the circumstances, together with any medical or such other evidence as may be applicable **prior to any examination to which such application relates.**

The application form for Special Consideration is available from, and should be lodged with, the Student Centre.

Points on Examinations

- Students are required to make themselves **available for the entire duration of any official examination period.**
- Authorised examination material is identified in the timetable allowable materials/instructions and on the examination paper. All unauthorised material must be placed in a closed, non see-through bag under your desk prior to the commencement of the examination.
- If during an examination you are found in possession of unauthorised material you could face disciplinary action. 'In your possession' means on, or next to your desk or chair, in or on your clothing, on your body, or in your wallet or purse.
- Failure to secure or hand in unauthorised material may result in a penalty for academic misconduct in accordance with the University Regulations.
- Students are not required to provide their name or signature on examination scriptbooks, examination papers and multiple choice answer sheets. Only your student number and seat number should be provided on these materials.
- Your student ID card must be displayed prominently on your desk throughout all examinations
- You will not be admitted to an examination if you arrive more than half an hour after writing has commenced
- Extra time will not be granted to any student who does not present for an examination at the correct time and place
- There must be no communication of any kind among students in examination venues. You are strongly advised not to draw attention to yourself by looking frequently at other candidates or around the venue.
- Mobile phones may not be used in examination venues under any circumstances.

Student Administration, Shepparton Campus

2009 Semester Two Examination Period

Allowable Materials/Instructions List

No. Description

Calculators

- 01 Programmable or non-programmable calculator
- 02 Non-programmable calculator permitted
- 03 VCE approved calculator permitted (memory must be cleared)
- 04 VCE approved calculator permitted (stored memory may be used)
- 05 Mathematics department approved calculator
- 06 Restricted use of calculators permitted (see relevant Dept for details)
- 07 No calculator which is capable of symbolic algebra, differentiation or integration is permitted

Dictionaries

- 16 Unmarked, non-electronic English dictionary
- 95 Unmarked except for underlining, highlighting and tabbing non-electronic English dictionary
- 17 Unmarked, non-electronic dictionary
- 96 Unmarked except for underlining, highlighting and tabbing, dictionary
- 18 Students from non-English speaking backgrounds can bring unmarked, non-electronic translation dictionaries into the examination
- 97 Students from non-English speaking backgrounds can bring unmarked, except for underlining, highlighting and tabbing non-electronic translation dictionaries into the examination
- 19 Unmarked, non-electronic Foreign Language dictionary
- 98 Unmarked except for underlining, highlighting and tabbing non-electronic Foreign Language dictionary
- 20 Unmarked, non-electronic Italian-English, Italian-Italian dictionaries
- 99 Unmarked except for underlining, highlighting and tabbing non-electronic Italian-English, Italian-Italian dictionaries
- 21 Unmarked, non-electronic Law dictionary
- 100 Unmarked except for underlining, highlighting and tabbing non-electronic Law dictionary
- 22 Unmarked, non-electronic non-medical translation dictionary with prior written permission from School/Department
- 101 Unmarked except for underlining, highlighting and tabbing non-electronic non-medical translation dictionary with prior written permission from School/Department

Notes

- 31 One A4 page of handwritten notes (single sided)
- 32 Two A4 pages of handwritten notes (single sided)
- 33 One A4 page of handwritten notes (double sided)
- 34 Two A4 pages of handwritten notes (double sided)
- 35 Own typed or hand written notes - no photocopies
- 36 Class notes
- 37 Student's notes
- 38 All notes, lecture notes and texts
- 39 Any notes and materials except for La Trobe University Library books
- 40 Printed data sheet
- 41 One A4 formulae sheet, both sides
- 42 One A4 page (single sided) of formulae authorised by subject leader
- 43 Two A4 pages of handwritten formulae (single sided)
- 44 Printed lecture notes for STA21BS
- 45 Astronomy and Philosophy source materials and notes
- 46 Biology and Philosophy: source materials and notes (May be Annotated)
- 48 Three A4 pages of handwritten notes (double sided)

No. Description

- 49 Printed 2003 lecture/lab notes for ELE32EDA/ELE42FED or Printed 2002 lecture/lab notes for ELE31EDA

Books

- 50 Laboratory Manuals Permitted
- 51 No La Trobe University library books permitted
- 52 Books from any University library, including La Trobe University, are not permitted
- 53 Any books except for library texts
- 54 Prescribed text - must be unmarked except for highlighting and underlining
- 55 Reference books
- 56 Book of readings
- 57 Set texts
- 58 Auditing Handbook - must be unmarked except for highlighting and underlining
- 59 2002 Auditing handbook
- 60 Accounting Handbook - unmarked
- 61 2002 Accounting Handbook
- 62 Australian Income Taxation Legislation – must be unmarked except for underlining and highlighting
- 63 Clean copy of Trade Practices Act 1974
- 64 2000 Australian Taxation Law, CCH
- 65 Partnership Act 1958 (Vic) – must be unmarked except for underlining and highlighting
- 66 Australian Constitution
- 67 Robbins, Org Behaviour (2004), 4th Ed., Prentice Hall
- 68 SAA HB2.2
- 69 Watson Statistics Table
- 70 The Dorling Kindersley Science Encyclopedia
- 71 An Unmarked copy of Johan Uromans, Programming Perl Quick reference guide, version 5.004 or later.
- 72 Flora of Australia vol. 1. Families & Genera of Victorian Plants
- 73 A Thermodynamics and Transport Properties of Fluids S.I. Units @ By G.F.L Rogers and Y.R Maher, 5th Edition
- 74 BHP Section Book
- 75 An Unmarked copy of "Tables and Formulas for Moore, The Basic Practice of Statistics"
- 76 Food Act. 1984
- 77 2003 Accounting Handbook – unmarked except for highlighting and underlining
- 78 Accounting Handbook – unmarked except for highlighting and underlining

Implements

- 81 Hardness testing kit
- 82 Dissecting kit
- 83 Molecular model kit
- 84 Drawing implements allowed
- 85 Ruler, compass, coloured pencils
- 86 Hand Lens Permitted
- 87 Mineral Testing Equipment Permitted

Other

- 91 Open book
- 92 Students may make notes during reading time (not on script books or multiple choice answer sheets)
- 93 Students permitted to bring a highlighter to highlight exam paper during reading time. No writing is permitted during this time.
- 94 Open Book for the "Classification" section (i.e. section B) only
- 102 Open book, including electronic dictionaries.

PLEASE NOTE: For units highlighted in RED see Amendments to the Official Timetable (Erratum Notices)

2009 Semester Two Examination Timetable
Shepparton Campus
OFFICIAL Timetable

Unit Code	Paper	Paper Name	Venue	Date	Start	Duration	Allowed Materials
ACC1IFA	P 1	INTRODUCTORY FINANCIAL ACCOUNTING	COWLEY BUILDING ROOM C207	18/11/2009	9:00	3:15	02,16
ACC2IMB	P 1	MANAGEMENT ACCOUNTING AND CONTROL	COWLEY BUILDING ROOM C207	10/11/2009	9:00	3:15	2
ACC3AFA	P 1	ADVANCED FINANCIAL ACCOUNTING	COWLEY BUILDING ROOM C207	23/11/2009	9:00	3:15	02,97
ACC3TAX (See Erratum 2)	P 1	TAXATION	COWLEY BUILDING ROOM C207	19/11/2009	14:00	3:15	01,39,91
ECO1IMA	P 1	MACROECONOMICS	COWLEY BUILDING ROOM C207	12/11/2009	14:00	2:15	02,16,84
ECO1ISB	P 1	INTRODUCTORY STATISTICS FOR BUSINESS	COWLEY BUILDING ROOM C207	6/11/2009	9:00	3:15	01,18
HBS1HBB	P 1	HUMAN BIOSCIENCES B	COWLEY BUILDING ROOM C207	10/11/2009	14:00	2:15	97
HIS1DEV	P 1	GLOBALISATION AND DEVELOPMENT: THE RISE OF THE MODERN WORLD	COWLEY BUILDING ROOM C207	10/11/2009	9:00	2:15	48
LST2LBA	P 1	LAW OF BUSINESS ASSOCIATION	COWLEY BUILDING ROOM C207	6/11/2009	14:00	3:30	92,102
MGT2HRM	P 1	HUMAN RESOURCE MANAGEMENT	COWLEY BUILDING ROOM C207	25/11/2009	9:00	2:15	18
MGT3HRI	P 1	HUMAN RESOURCE INFORMATION SYSTEMS	COWLEY BUILDING ROOM C207	24/11/2009	14:00	2:15	97
MGT3OCD	P 1	ORGANISATION CHANGE & DEV	COWLEY BUILDING ROOM C207	12/11/2009	9:00	2:15	18
MGT3OSD	P 1	ORGAN. STRUCTURE & DESIGN	COWLEY BUILDING ROOM C207	16/11/2009	9:00	2:15	18
MKT1FMK	P 1	FOUNDATIONS OF MARKETING	COWLEY BUILDING ROOM C207	23/11/2009	14:00	2:15	16,93
MKT3MRE (See Erratum 1)	P 1	MARKETING RESEARCH	COWLEY BUILDING ROOM C207	17/11/2009	9:00	2:15	18,02,92,93
MKT3SMK	P 1	STRATEGIC MARKETING	COWLEY BUILDING ROOM C207	13/11/2009	14:00	2:15	18,92,93
NSG2EBP	P 1	EVIDENCE BASED NURSING	COWLEY BUILDING ROOM C207	20/11/2009	9:00	2:15	18
NSG2MHL	P 1	MENTAL HEALTH NURSING PRACTICE	COWLEY BUILDING ROOM C207	17/11/2009	14:00	2:15	18,97
PHE1SDH (See Erratum 3)	P 1	SOCIAL DETERMINANTS OF HEALTH	COWLEY BUILDING ROOM C207	13/11/2009	14:00	1:15	
PSY1PYB	P 1	PSYCHOLOGY B	COWLEY BUILDING ROOM C207	19/11/2009	9:00	2:15	18