



INSTITUT FMM

DIPLOMA IN LOGISTICS MANAGEMENT

(Full Time/Part Time)

The **FMM Diploma in Logistics Management** is developed by the industry and conducted entirely by practitioners who have both academic and professional qualifications and relevant industrial experiences.

COURSE OBJECTIVES

The main objectives of the programme are to develop potential team-leaders and managers who will be prime movers and contribute significantly to the development of the logistics industry. The diploma programme offers challenging inter and multi disciplinary perspectives and practical orientations that will integrate theories and practices in a modern logistics environment.

CURRICULUM AND SCHEDULE

The curriculum is developed in accordance with MQA (LAN) academic requirement. The Diploma is conducted over a period of 7 semesters with students enrolling in 2 to 4 modules per semester.

For the working adults- Classes are conducted on Saturdays and Sundays

For Full Time students- Classes are conducted on weekdays and weekends

ADMISSION

The desired educational requirement is 3 credits in SPM/SPVM or MCE. Graduates are encouraged to apply as exemptions are given to recognised qualifications.

ACADEMIC QUALITY STANDARDS

Approved by Ministry of Higher Education (MoHE) and Malaysian Qualification Agency (MQA) or formerly known as LAN

PROGRESSION*

Students who complete our Diploma in Logistics Management can progress to the final year of BSc (Hons) Logistics at the University of Huddersfield, UK or to the BSc in Logistics and Supply Chain Management at Wawasan Open University (WOU)

COURSE FEES

Registration Fee: RM300*

*Payable upon registration. Fee is refundable if application is rejected. Fee is forfeited if applicant cancels/withdraws from the programme.

Tuition Fee:

- RM 14,400

(FMM member companies and self self-sponsored students)

- RM 15,600

(Non-member companies)

** Claimable at the end of each semester.

Note : Different fee is applicable for weekday classes for full time studies.

- Tuition fee is non-refundable if the participant withdraws from the programme once the semester has commenced.
- Fees shown here are correct at the time of printing. Institut FMM reserves the right to revise the fees without prior notice.

PROLUS SCHEME **

46th INTAKE

17th August 2013

Venue

Institut FMM,
Wisma FMM, Kuala Lumpur.

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Visit us at:

www.fmm.edu.my

MODULES * OFFERED

Module 01 Principles of Management

An introductory module emphasising major functions of management such as planning, organising, leading and control and defining the fundamental management theories.

Module 02 Human Resource Management

Definitions of Human Resource Management and its relationship to management and distinguish the difference between operational and strategic duties of HR in the various sector.

Module 03 Warehousing

Covers warehousing operations, storage systems, inventory management, warehousing design, warehousing improvement and planning.

Module 04 Business Communication

Focuses on business communication process in a business environment and introduction of the various communication channels. Effective business writing and presentation techniques.

Module 05 Operations Management

Covers the background of Operations Management, operations functions and layout, issues pertaining to operations management improvement, planning and control, MRP, TQM, JIT and operation strategies.

Module 06 Principles of Accounting

Introduces basic accounting principles and procedures, and the role of accounting information and financial reporting, managing costs and cost behaviour and short-term decision making. Interpreting financial statement and the concepts of CVP analysis, marginal analysis and budgeting.

Module 07 Information & Communication Technology

Introductory module in ICT that is divided into two sections: Information System covering file/database management and logical data organisation; and Communication Technology covering communication systems and channels.

Module 08 Logistics Information System

This module shows the importance of Information System in Logistics. It covers customer order cycle, order placement, decision support systems, MRP, ERP, DRP, e-commerce and role of information system in time based competition

Module 09 Business Finance

An understanding of financial systems, financial issues faced by organizations and understanding the financial markets and making business investment and financing decisions.

Module 10 Supply Chain Management

This module introduces the role of Supply Chain Management and its functions. It covers the supply chain management tools and improvement

Module 11 Principles of Economics

An understanding of the basic Economics principles. This module covers the main concepts, terminologies and tools of economic analysis and application and evaluation of economic analysis to different economic problems.

Module 12 Quantitative Method

An understanding of the basic principles, which are used in Quantitative Methods and how they are used in decision-making . This module will cover two areas i.e. Business Statistics and Business Maths

Module 13 Procurement & Inventory Management

Provides an overview of purchasing and procurement modes. This module also covers documentation procedures & records, sourcing, cost price and value analysis, purchasing support tools (MRP, JIT, PERT & CPM), negotiation techniques, outsourcing and computer purchasing systems.

Module 14 Business Law

Introduction to Contract Law and to understand the laws governing commercial contracts in the area of Sales of Goods, Consumer Goods, Hire-Purchase, Agency & Insurance. To understand the laws relating to negotiations, partnership and basic elements of law of negligence.

Module 15 Distribution Management

Provides an understanding of the basic concepts of distribution channels, consumer behaviour, customer services, physical distribution system, planning and distribution strategy.

Module 16 Principles of Marketing

Defining marketing and outline the marketing processes. Assessing the impact of macro and micro environments in the marketing functions. Marketing segmentation, target marketing and functioning.

Module 17 Strategic Management & Decision Making

To develop an understanding between strategy and strategic planning, Porter's 3 generic strategies and strategic formulation process, developing a strategic plan and decision making process.

Module 18 Freight & Transportation

Covers the importance of freight and the role of transportation in logistics. Provides an understanding of the importance of International Transportation and explores the various aspects of carriage of goods by sea, air and land in today's environment. Types of cargos, traffic management and various regulatory issues are discussed.

Module 19 International Business Management

This module covers the introduction and overview of International Business Management, national difference in political economy, global trade and investment environment, foreign direct investment, regional economic integration, global monetary system, international monetary system, global market capital, control systems, global manufacturing, global human resources management and financial management in the international business

Module 09 Occupational Safety and Health (OSHA)

Introduces the principles of Industrial Safety and Health with emphasis on Industrial Safety and OSHA Act 1994, environment regulations and Factories and Machinery Act 1967 and OSH documentation and procedures.

Module 21 Research Project (Individual)

Requires students to prepare Business Research Project related to problems and situations at their work place and presenting the research topic.

Besides the above modules, all students are required to complete Malaysian Qualification Agency (MQA) compulsory modules, which are:

Module 22 Pengajian Malaysia

Subjects covers the formation of Malaysia, it's constitution, policies and developments, and multi-ethnicity of the country's populations.

Module 23 Pendidikan Moral

Only for Non Muslim students. Covers the understanding of value systems, overview of various religion and moral issues

Or

Pengajian Islam : Only for Muslim students. Covers the basic concepts of Islam and Islamic Institutions

Module 24 Bahasa Malaysia

Covers grammar and sentence structure of the Bahasa Malaysia language.

Note: Students who obtained C6 or better for their SPM Bahasa Malaysia are exempted from taking Bahasa Malaysia A. However there are no exemption for Pengajian Malaysia and Pendidikan Moral / Pendidikan Islam

*** Institut FMM reserves the right to revise or change the modules offered.**



INSTITUT FMM (B4P8146)
FMM Institute (475427-W)

FMM DIPLOMA IN LOGISTICS MANAGEMENT
46th Intake: 17th August 2013

Course Schedule

Semester/ Duration	Begin	End	Examination
I: 7 weeks	Aug 17, 2013	Oct 13, 2013	Oct 19 - 20 , 2013
II: 14 weeks	Nov 9, 2013	Feb 9, 2014	Feb 15 – 16, 2014
III:14 weeks	March 1, 2014	June 1, 2014	June 14 – 15, 2014
IV:7 weeks	June 28, 2014	Sept 7, 2014	Sept 13 – 14, 2014
V:14 weeks	Sept 24, 2014	Jan 18, 2015	Jan 24 – 25, 2015
VI:7 weeks	Feb 14, 2015	April 19, 2015	April 25 – 26, 2015
VII:14 weeks	May 9, 2015	Aug 8, 2015	Aug 15 – 16, 2015

Note:

- *Classes held are on*
 - Saturday : 9.00 am – 1.00pm, and
2.00 pm – 5.00 pm;*
 - Sunday : 9.00 am – 1.00pm; and
2.00pm – 5.00 pm.*
- *The above time table is subject to change. However, every effort will be taken to inform students of any changes.*

Fees

	<i>FMM Member/Self-sponsored</i>	<i>Non-Member</i>
<i>Tuition Fee</i>	<i>RM14,400</i>	<i>RM15,600</i>
<i>Registration Fee</i>	<i>RM300.00</i>	<i>RM300.00</i>
<i>TOTAL FEES</i>	<i>RM 14,700</i>	<i>RM15, 300</i>

The above self sponsored fee is applicable for students who are paying fees via EPF withdrawal or loan or full payment. Self-sponsored students, who opt for instalment scheme, please refer to the academic office for details of payment.

Note:

- *Fees are inclusive of course material. The examination fee shown here is for one sitting only.*
- *Upon application, a registration fee of RM300.00 is applicable. Registration fee is refunded if application is rejected.*
- *Tuition fee is non-refundable if the student withdraws from the programme one week after the semester has commenced.*
- *Registration fee will be forfeited if applicant cancels/withdraws from the programme.*
- *This programme is offered under the **PROLUS** scheme from **PSMB***
- *Repeat fee of RM450 per module will be charged should students repeat any module.*
- *Fees shown here are correct at the time of printing. Institut FMM reserves the right to revise the fees without prior notice.*