



# DIPLOMA IN LOGISTICS & OPERATIONS MANAGEMENT (T07)

## Course Overview

With more consumers turning to e-commerce for all their needs and international trade increasing exponentially, the demand for logistics professionals has never been greater. Whether it's an interest in business innovation or being equipped with the planning and analytical skills required to manage logistics operations, this course has you covered.

Your industry readiness will be ensured through a firm foundation in business studies and specialised training in essential supply chain functions such as freight forwarding operations and supply management.

A holistic learning environment will also help develop your communication and group collaboration skills whilst providing exciting opportunities for overseas study trips and internships.

## Entry Requirements

**To be eligible for consideration for admission, applicants must obtain 26 points or better for the net ELR2B2 aggregate score (i.e. English Language, 2 relevant subjects and best 2 other subjects, including CCA Bonus Points) and meet the minimum entry requirements of this course. CCA cannot be used to meet the minimum entry requirements.**

Subject	Grade
English Language (EL1)*	1-6
Mathematics (E or A)	1-6
Any three other subjects, excluding CCA	1-6
<b>2021 Planned Intake</b>	<b>70</b>
<b>Net ELR2B2 aggregate range (2021 JAE)</b>	<b>11 - 17</b>

To be eligible for selection, you must also have sat for at least one of the following subjects: Art/Art & Design, Business Studies, Combined Humanities, Commerce, Commercial Studies, Economics, Geography, History, Higher Art, Higher Music, Introduction to Enterprise Development, Literature in English/ Chinese/Malay/Tamil, Media Studies (English/Chinese Language), Media Studies (Chinese Language), Music, Principles of Accounts.

\*Sijil Pelajaran Malaysia (SPM)/ Unified Examination Chinese (UEC) holders must have a minimum of grade 6 for the relevant English Language subject (e.g. Bahasa Inggeris).

# What You'll Learn

## YEAR 1













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Prepare to immerse yourself in the world of business! You will be exposed to multiple aspects of business fundamentals in your freshmen year. The knowledge picked up will lay the foundations for the next couple of years.

### TP Fundamentals (TPFun) Subjects

Subject Code	Subject	Credit Units
BCS1011	<b>Communication &amp; Information Literacy</b> In this subject, you will learn how to conduct research for relevant information and validate information sources. You will also learn to recognise and avoid plagiarism, and follow standard citation and referencing guidelines when presenting information. In the course of learning, you will be required to plan, prepare and present information appropriately in written and oral form. You will also be taught to consider the <b>Message</b> , <b>Audience</b> , <b>Purpose</b> and <b>Strategy</b> (MAPS) when writing and delivering oral presentations.	2
BCS1013	<b>Persuasive Communication</b> In this subject, you will be taught how to use persuasive language in written documents. You will be required to use information to your advantage to verbally communicate and convince an audience about your idea, product or service. Skills such as persuasive vocabulary, language features, graphical illustrations, tone and style would also be covered. The <b>Message</b> , <b>Audience</b> , <b>Purpose</b> and <b>Strategy</b> (MAPS) will also be applied when engaging in verbal and written communication.	2
BGS1002	<b>Global Studies</b> This subject provides essential skills and knowledge to prepare you for an overseas experience. You will examine the elements of culture and learn the key principles of cross-cultural communication. In addition, you will gain an appreciation and awareness of the political, economic, technological and social landscape to function effectively in a global environment.	3

^	<b>BIN1001</b>	<b>Innovation &amp; Entrepreneurship</b>	<b>2</b>	^
<p>The Innovation &amp; Entrepreneurship subject is designed for learners from all disciplines to embrace innovation in either their specialised fields or beyond. You will first learn the Design Thinking framework, where you will develop problem statements and ideate solutions. Next, you will discover the tools for prototyping and innovation, such as 3D printing and laser cutting, at TP's Makerspace+ facility. Finally, you will acquire commercial awareness through the LEAN Startup framework of idea crystallisation, prototype building, customer testing and validation, refinement of business model canvas, and crowdfunding or crowdsourcing avenues.</p>				
^	<b>GCC1001</b>	<b>Current Issues &amp; Critical Thinking</b>	<b>2</b>	^
<p>This subject presents you with a panoramic view of current local and global issues, which may have long term implications for Singapore. You will learn to apply critical thinking tools to examine current issues, support your views with relevant research and up-to-date data, articulate an informed opinion and mature as civic-minded individuals.</p>				
^	<b>LEA1011</b>	<b>Leadership: Essential Attributes &amp; Practice 1</b>	<b>1</b>	^
<p>LEAP 1, 2 and 3 are three fundamental subjects that seek to cultivate in you, the attitude, skills and knowledge for the development of your leadership competencies. This character-based leadership programme enables you to develop your life-skills through establishing personal core values, which will become the foundation for your leadership credibility and influence.</p>				
^	<b>LSW1002</b>	<b>Sports &amp; Wellness</b>	<b>2</b>	^
<p>This subject will help you develop both the physical and technical skills in your chosen sports or fitness activities. Through a structured curriculum that facilitates group participation, practice sessions and mini competitions, you will learn to build lifelong skills such as resilience, leadership, communication and teamwork. Physical activity sessions will be supplemented by health-related topics to provide you with a holistic approach to healthy living.</p>				
^	<b>MCR1001</b>	<b>Career Readiness 1</b>	<b>1</b>	^
<p>This Career Readiness programme comprises three core subjects - Personal Management, Career Preparation and Career Management. It seeks to help you understand your career interests, values, personality and skills for career success. It also equips you with the necessary skills for seeking and securing jobs, and to develop professional work ethics.</p>				

Subject Code	Subject	Credit Units
 <b>BAF1010</b>	<b>Business Accounting</b> <p>This subject provides you with an understanding of the core accounting principles underlying accounting practice; from the preparation of accounting entries to the financial statements of businesses. It also focuses on how various businesses report the results of their activities in the financial statements.</p>	<b>4</b> 
 <b>BBS1001</b>	<b>Principles of Management</b> <p>This subject covers the key management functions of planning, organising, leading and controlling. It addresses the impact of environmental factors that affect business and the relevance of corporate social responsibility in an organisation. It emphasises the roles, responsibilities and challenges faced by supervisors/managers in an organisation.</p>	<b>4</b> 
 <b>BBT1010</b>	<b>Business Technology &amp; Analytics</b> <p>This subject provides an overview of how digitalisation and business technology impact the future of work and businesses. It also encompasses the utilisation of digital information and applications to facilitate decision making and problem solving through data analysis and visualisation.</p>	<b>4</b> 
 <b>BEC1007</b>	<b>Business Economics</b> <p>The subject covers the fundamental principles of economics for understanding how individuals and firms make decisions. It will focus on the various aspects of the product market: demand and supply, elasticity, market competition, product differentiation. The subject includes an overview of macroeconomic indicators, the government's macroeconomic objectives and policy tools.</p>	<b>4</b> 
 <b>BEC1008</b>	<b>Economics in a Globalised World</b> <p>This subject provides an understanding of the broad framework in which economies operate in a global and interconnected world. Concepts covered thematically include: Measuring economic performance using GDP, Inflation, Unemployment and the AD-AS model; International Trade and Foreign Exchange; the Role of Governments and fiscal &amp; monetary policies</p>	<b>4</b> 
 <b>BLO1001</b>	<b>Business Statistics</b> <p>The subject provides an overview of descriptive and inferential statistics. It includes data description, basic concepts of probability, correlation and regression, probability distributions, estimation and hypothesis testing. The subject also covers the use of computer software application to perform statistical computation for data analysis and interpretation.</p>	<b>4</b> 









^	<b>BRM1005</b>	<b>Marketing Fundamentals</b>	<b>4</b>	^
<p>This subject provides an understanding of the basic concepts and practices of modern marketing. It focuses on the marketing role and the tools utilised by marketers in developing the appropriate marketing mix for target market segments.</p>				

YEAR 2

Build on your business fundamentals and deepen your knowledge in the world of logistics! You will be exposed to concepts such as Industry 4.0, Supply Chain Management, Transport & Freight Management, Operations Management and more.





**TP Fundamentals (TPFun) Subjects**

Subject Code	Subject	Credit Units	
^	<p><b>BCS1012</b></p> <p><b>Workplace Communication</b></p> <p>In this subject, you will be taught how to conduct effective meetings while applying team communication strategies and the skills for documenting meeting notes. You will be required to write clear emails, using the appropriate format, language, tone and style for an audience. You will also be taught to communicate appropriately in and for an organisation when using various platforms. In all aspects, the principles of applying <b>M</b>essage, <b>A</b>udience, <b>P</b>urpose and <b>S</b>trategy (MAPS) will be covered.</p>	2	^
^	<p><b>BGS1003</b></p> <p><b>Managing Diversity at Work*</b></p> <p>This subject explores the concepts of identity, diversity and inclusion at the workplace. It examines the relationship between identity and diversity, the benefits and challenges of diversity and the strategies that promote inclusion and inspire collaboration in a diverse workplace. Examples of the elements of diversity covered in this subject include nationality, generation, ethnicity and gender. A one week residential stay is mandatory for this subject.</p>	3	^
^	<p><b>BGS1004</b></p> <p><b>Global Citizenship &amp; Community Development*</b></p> <p>Students will examine the meaning and responsibilities of being a Global Citizen, in order to contribute towards a more equitable and sustainable world. In addition, students will learn how sustainable solutions can support community development, and, execute and critique a community action plan that addresses the needs of a specific community/cause.</p>	3	^

	<b>BGS1005</b>	<b>Expressions of Culture*</b>	<b>3</b>	
<p>This subject provides a platform for an understanding of culture and heritage through modes of expression. Students will be introduced to global and local cultures via everyday objects, places and human behaviour seen through time and space. Students will explore issues and challenges in culture and heritage sustainability in community, national and global contexts.</p>				
	<b>LEA1012</b>	<b>Leadership: Essential Attributes &amp; Practice 2</b>	<b>1</b>	
<p>LEAP 1, 2 and 3 are three fundamental subjects that seek to cultivate in you, the attitude, skills and knowledge for the development of your leadership competencies. This character-based leadership programme enables you to develop your life-skills through establishing personal core values, which will become the foundation for your leadership credibility and influence.</p>				
	<b>MCR1002</b>	<b>Career Readiness 2</b>	<b>1</b>	
<p>This Career Readiness programme comprises three core subjects – Personal Management, Career Preparation and Career Management. It seeks to help you understand your career interests, values, personality and skills for career success. It also equips you with the necessary skills for seeking and securing jobs, and to develop professional work ethics.</p>				
	<b>TGL1001</b>	<b>Guided Learning</b>	<b>3</b>	
<p>The subject introduces students to the concepts and process of self-directed learning in a chosen area of inquiry. The process focusses on four stages: planning, performing, monitoring and reflecting. Students get to plan their individual learning project, refine and execute the learning plan, as well as monitor and reflect on their learning progress and project. The learning will be captured and showcased through a curated portfolio. The self-directed learning project will broaden and/or deepen a student's knowledge and skills.</p>				

\* Students must choose to take either one of these three subjects or TGL1001 Guided Learning.

### Core Subjects

	<b>Subject Code</b>	<b>Subject</b>	<b>Credit Units</b>	
	<b>BBT2004</b>	<b>Enterprise Resource Management</b>	<b>4</b>	
<p>This subject covers how an enterprise automates and integrates core business processes such as taking customer orders, scheduling operations and keeping inventory records and financial data with the use of business software.</p>				
	<b>BLO2004</b>	<b>Operations Management</b>	<b>4</b>	
<p>The subject covers the fundamental concepts and techniques commonly associated with the management of operations for manufacturing as well as service organisations. Quality management strategies that help organisations to improve on its operational performance and provide better value to their customers will also be introduced into this subject.</p>				

^	<b>BLO2005</b>	<b>Purchasing Principles &amp; Practice</b>	<b>4</b>	^
<p>The subject provides an overview of the fundamental principles in purchasing and its impact on the organisation's supply chain. It begins with the general objectives for industrial purchasing, provides an overview of the general purchasing constraints and covers the various strategies that are generally applied to capitalise on advantageous situations or to alleviate potential issues. The impact of IT and international sourcing will also be covered in this subject.</p>				
^	<b>BLO2010</b>	<b>Distribution Centre Management</b>	<b>4</b>	^
<p>This subject provides an overview of the role of a Distribution Centre (DC) in the supply chain. It also covers the various activities performed within a DC and the significance of these activities on customer service and total logistics costs. It focuses on the major resources to be applied in a DC and explains how they interact with one another in contributing to the DC's effectiveness and efficiency. It will also cover the significance of providing DC services to the Third-Party Logistics industry.</p>				
^	<b>BLO2011</b>	<b>Materials Management</b>	<b>4</b>	^
<p>The subject provides an overview of materials management with the emphasis on planning, scheduling and controlling the flow of materials to achieve a shorter lead-time and a faster turnaround for finished goods to reach customers. The subject will also cover inventory cost concepts, analytical methodologies to achieve optimum inventory level and techniques in managing inventory. The subject will provide application of the concepts learnt through the use of Enterprise Resource Planning (ERP) software.</p>				
^	<b>BLO2013</b>	<b>Supply Chain Management &amp; Technology</b>	<b>4</b>	^
<p>The subject covers fundamental concepts and techniques of supply chain management. It focuses on the major functional components of the supply chain and explains how they interact with one another in contributing to the success of business organisations. The application of technology will be emphasised as a key enabler of business operations in the supply chain.</p>				
^	<b>BLO2014</b>	<b>Quantitative Analysis for Business</b>	<b>4</b>	^
<p>The subject provides the basic tools and concepts of the various business analytics techniques used for decision making in a business context. It covers topics such as decision analysis, linear and integer programming, forecasting techniques, and project management. It focuses on a variety of logistics and operations problems that can be solved successfully through quantitative analysis.</p>				

<p>^ <b>BLO2015</b></p>	<p><b>Transport &amp; Freight Management</b></p> <p>The subject provides an overview of the various aspects of transport operations and freight management and its importance in the global trade and supply chain management. The subject covers the important freight concepts including the Incoterms, Harmonised System (HS) Codes, customs duties and GST. Various shipping documents requirement, preparation of shipment costing and declaration of trade permits will also be emphasised. The subject will also provide insights into the practices of effective management of transport for freight movement through the use of vast network of transportation modes.</p>	<p><b>4</b></p> <p>^</p>
<p>^ <b>BLO3016</b></p>	<p><b>International Freight Practices</b></p> <p>The subject provides an overview in freight management, which is a vital component of international trade and supply chain management. It focuses on the significance of freight transport in the global setting. Topics related to freight tariff systems, costing, operational flows, customs documentation and clearance procedures will be covered to give a good understanding of the practices in the freight industry. The subject will also teach the best practices and performance measurements used in the freight industry.</p>	<p><b>4</b></p> <p>^</p>
<p>^ <b>BLO3023</b></p>	<p><b>Business Process Management &amp; Simulation</b></p> <p>The subject teaches various techniques and tools such as process chart, flow diagram as well as time study to map and evaluate business processes. The subject introduces simulation software to create computer models to simulate various logistics and supply chain operation processes such as Order Fulfilment, Production, Storage and Inventory Management. Through the conduct of these simulation studies, an optimal deployment of resources to improve the overall operational efficiency and effectiveness will be determined.</p>	<p><b>4</b></p> <p>^</p>

**YEAR 3**

Harness your accumulated knowledge and apply them in real work settings! In your final year, you will experience the working world via an internship as well as a capstone industry project. You can also broaden your skillsets through diploma elective subjects such as entrepreneurship and data analytics.

**TP Fundamentals (TPFun) Subjects**

Subject Code	Subject	Credit Units
<p>^ <b>BSI3031</b></p>	<p><b>Student Internship Programme</b></p> <p>This structured programme is designed to link your learning with the real work environment. You will be placed in organisation(s) with opportunities to apply the concepts and skills acquired in the course of your study. Besides reinforcing technical concepts and mastering of skills in areas that you have been trained, the practical training will enable you to build important skills such as problem-solving, communication, teamwork, and to cultivate good attitude and a strong work ethic.</p>	<p><b>16</b></p> <p>^</p>



^	<b>LEA1013</b>	<b>Leadership: Essential Attributes &amp; Practice 3</b>	<b>1</b>	^
<p>LEAP 1, 2 and 3 are three fundamental subjects that seek to cultivate in you, the attitude, skills and knowledge for the development of your leadership competencies. This character-based leadership programme enables you to develop your life-skills through establishing personal core values, which will become the foundation for your leadership credibility and influence.</p>				

^	<b>MCR1003</b>	<b>Career Readiness 3</b>	<b>1</b>	^
<p>This Career Readiness programme comprises three core subjects – Personal Management, Career Preparation and Career Management. It seeks to help you understand your career interests, values, personality and skills for career success. It also equips you with the necessary skills for seeking and securing jobs, and to develop professional work ethics.</p>				

### Core Subjects

Subject Code	Subject	Credit Units		
^	<b>BAF2007</b>	<b>International Finance</b>	<b>4</b>	^
<p>The subject will cover trade documents and the role of banks in the trade system. This will include an examination of the incoterms (terms of delivery) and how the conduct of trade practices under each term can be used to define the responsibilities, ownership and the risk of importers and exporters. The subject will also cover how firms manage risk exposures to foreign exchange through the use of various financial instruments such as the foreign exchange spot and forward contracts, as well as options.</p>				
^	<b>BMP3007</b>	<b>Major Project (Logistics &amp; Operations Management)</b>	<b>8</b>	^
<p>This subject covers requirements of the various stages and processes that are required in completing an industrial project. The first stage will be to understand the project requirements so as to decide on the project objectives. This stage will also include scoping the project and planning the methodology that will be utilised to complete the project. The second stage involves the research, data collection analysis and evaluation. For the final stage, the entire findings of the project are communicated to the relevant parties and industrial clients.</p>				

Subject Code	Subject	Credit Units
^ BBS2013	<b>Startup Launchpad</b> This subject focuses on the process to build a successful startup in today's fast changing business landscape that includes disruptive technologies and emergence of sharing economy. It will explore areas such as opportunity recognition, value proposition, customer validation and testing of startup idea.	4 ^
^ BBT2005	<b>Data Mining &amp; Social Media Analytics</b> The subject covers the concepts of data mining and social media analytics. It focuses on the knowledge discovery process and data mining techniques to solve business problems. Through the use of Business Analytics tools, patterns and relationships can be identified for companies to predict behaviours and outcomes in business decision making. Social media insights for e-commerce will also be explored so that companies can understand business trends and customer preferences.	4 ^
^ BBT2014	<b>Data Visualization &amp; Analytics</b> This subject covers the data analytics lifecycle, including gathering, cleaning, processing and visualising of data. Exploratory data analysis methods, descriptive and predictive analytics and the presentation of insights will also be covered.	4 ^
^ BMK2021	<b>Marketing Account Management</b> This subject provides you with an understanding of the importance of service excellence in account management to capture the hearts and minds of stakeholders. Building on this understanding, students will learn strategies and tools to manage relationship with key partners and customers to achieve business objectives.	4 ^

*\*Students to choose 1 out of the 4 elective subjects.*

## GRADUATION REQUIREMENTS

Cumulative Grade Point Average	min 1.0
TP Fundamentals Subjects	40 credit units
Diploma Subjects-Core Subjects	80 credit units
Diploma Subjects-Elective Subjects	min 4 credit units
<b>Total Credit Units Completed</b>	min 124 credit units