



**MANCOSA**

Member of  
HONORIS UNITED UNIVERSITIES

**Prospectus 2023**

**SCHOOL OF INFORMATION  
AND DIGITAL TECHNOLOGY**



**Working hard for something we love is called passion.**

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*MANCOSA is registered with the Department of Higher Education and Training (DHET) as a private higher education institution under the Higher Education Act, 1997 (as amended).  
Registration No.2000/HE07/003.*



## PRINCIPAL'S MESSAGE

*DECIDING TO STUDY IS AN IMPORTANT INVESTMENT IN YOUR FUTURE. IT IS CRUCIAL THAT YOU CHOOSE THE PROGRAMME AND SCHOOL WHICH IS RIGHT FOR YOU. MAKING A CAREER CHOICE TODAY CAN BE A VERY CHALLENGING DECISION IN A GLOBALISED AND COMPETITIVE ENVIRONMENT*

There is a need to raise the skills base in the workplace through the pursuit of appropriate qualifications from a reputable higher education institution.

MANCOSA strives to ensure that its students develop valuable life skills and become independent and confident individuals. These life skills enable students to deal more confidently with challenges that confront them in the world of work.

MANCOSA academics are committed to lead students through the journey of academic exploration by applying theory to practice. MANCOSA ensures that the programmes it offers are sufficiently rigorous to equip students with the values of hard work, commitment and sacrifice.

Join the MANCOSA world of academic excellence where learning is both fun and a challenge to prepare you to succeed in a competitive working environment.

We wish you well in your studies.

Principal  
Professor M Ntombela



## HONORIS UNITED UNIVERSITIES

*DURING 2017, MANCOSA BECAME A PROUD MEMBER OF HONORIS UNITED UNIVERSITIES WHICH IS THE FIRST PAN-AFRICAN PRIVATE HIGHER EDUCATION NETWORK COMMITTED TO PREPARING AND EDUCATING THE NEXT GENERATION OF AFRICAN LEADERS AND PROFESSIONALS WHO ARE ABLE TO IMPACT REGIONALLY IN A GLOBALISED WORLD.*

Collaborative intelligence, cultural agility and mobile mindsets and skills are at the heart of Honoris' vision of higher education. Honoris United Universities joins the expertise of its member institutions to create pan-regional profile graduates that are competitive in today's fast-paced and demanding labor markets. Honoris United Universities gathers a community of 32000 students on 58 campuses, in 9 countries and 30 cities across Africa. More than 150 degrees are offered in the

fields of Health Science, Engineering, IT, Business, Law, Architecture, Arts and Design, Media, Education and Political Science. MANCOSA is a private higher education institution committed to the provision of affordable, accessible and accredited learning programmes. MANCOSA is a leading provider of business and management education programmes on the African continent and the Indian Ocean Islands through distance education. MANCOSA is renowned for academic excellence and

cutting-edge insights in the delivery of education and training. A strong emphasis is placed on the application of theory to practice to ensuring that learning is applied to real-life work situations. The emphasis is on personal development from both a professional and academic perspective. MANCOSA qualifications prepare students for a future filled with many challenges and exciting opportunities.

## INTRODUCING MANCOSA SCHOOL OF INFORMATION AND DIGITAL TECHNOLOGY

*THE RAPID GROWTH OF INFORMATION AND DIGITAL TECHNOLOGIES, PERPETUATED THROUGH THE EMERGENCE OF THE FOURTH INDUSTRIAL REVOLUTION (4IR), HAS CAUSED SEISMIC SHIFTS IN THE WAYS THAT BUSINESSES AND SOCIETIES OPERATE.*

As a result, education in the field of information and digital technology is no longer an exclusive domain for aspiring tech-fundi's, IT managers and chief IT officers. Instead, digital and IT education is now a prerequisite for any individual seeking to operate across a wide-spectrum of industries and sectors within the modern digital economy.

The School of Information and Digital Technology (SIDT) is MANCOSA's response to the overwhelming demand for contemporary, fit-for-purpose digital and IT education offerings. The SIDT attracts students seeking to advance their skills and

qualifications as technology professionals, whilst also catering to students who may work in a variety of other industries and who are seeking to operate effectively as digital citizens, digital artisans, leaders and innovators. In developing the optimal level of digital skills for students, the SIDT's programme offerings comprise a mix of formal learning programmes (FLPs) and short learning programmes (SLPs). A wide variety of topics and subjects are offered through the SIDT. These range from digital marketing, cyber security and social media to technology management, digital leadership, 3d printing and robotics.

# REGISTRATION AND ACCREDITATION



Honoris United Universities (HUU);

South African Business Schools Association (SABSA);

National Association of Distance Education Organisations of South Africa (NADEOSA); and



European Foundation for Management and Development (EFMD)

United Nations Academic Impact Initiative (UNAI).



- DURBAN
- PIETERMARITZBURG
- JOHANNESBURG
- PRETORIA
- POLOKWANE
- NELSPRUIT
- CAPE TOWN
- PORT ELIZABETH
- EAST LONDON
- NAMIBIA
- ESWATINI
- ZAMBIA
- MALAWI
- MAURITIUS

## QUALITY ASSURED

- MANCOSA is registered with the Department of Higher Education and Training (DHET), registration number 2000/HE07/003;
- MANCOSA programmes are accredited by the Higher Education Quality Committee (HEQC) of the Council on Higher Education (CHE); and
- MANCOSA programmes are recorded on the National Qualifications Framework (NQF) by the South African Qualifications Authority (SAQA).

## INTERNATIONAL AND REGIONAL RECOGNITION

- Accredited by the Mauritius Tertiary Education Commission (TEC)
- Registered with the Zambia Higher Education Authority (HEA)
- Accredited by the Malawi National Council for Higher Education (NCHE)
- Registered with the Eswatini Higher Education Council (ESHEC)

## KEY FACTS

For the first time in the region, a higher education initiative, at international standards, introduces the collaborative intelligence of African institutions, leveraging the knowledge and expertise of multiple communities and countries.

# More than work. It's a drive & passion.

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## FORMAL LEARNING PROGRAMMES

**Show & share your  
knowledge.**

School of Information and Digital  
Technology Short Learning  
Programmes delivered in  
collaboration with MANCOSA skillME.



# Higher Certificate in Information Technology

NQF LEVEL 5 / SAQA ID 93709 / CREDITS 120

## Programme Description

The Higher Certificate in Information Technology is a one year programme and provides a structured programme for persons wishing to work as information technology support staff in public and private sector organisations.

The qualification aims to develop an integrated conceptual understanding, synthesis and application of information technology principles. It will also develop communication and project management skills, and provide students with skills in information technology support.

This qualification covers fundamental concepts and components into the technology and operation of modern information systems.

## Career Opportunities

On completion of the programme, graduates can aspire to the following positions:

- Network Developer/Data Capturers
- Business Analyst
- IT Consultant/Administrator

## Articulation

Completion of the Higher Certificate meets the minimum entry requirement for admission to an appropriate Advanced Certificate. A Higher Certificate may also allow access to an appropriate Bachelor's degree.



## Digitising Module

Are you one of those students who already have computer skills and would prefer to register for a more contemporary module that is aligned to 21st century skills?

The Digital Transformation in the Business Environment module will be offered as an elective to the End User Computing (EUC) in the Higher Certificate and Degree programmes.

This Digital Transformation in the Business Environment Module is based on the concept of Digitalisation and the massive impact it has on the on the technical and business challenges, as well as opportunities brought by the rapid advancement of digital technologies.

## Programme Structure

### Duration: 1 Year

- Computer Hardware and Architecture
- Introduction to Information Systems
- Web Development
- Introduction to Programming
- Essential Business Mathematics
- Networking Fundamentals
- Business Communication

### Elective - Choose one of the following electives:

- End User Computing
- Digital Transformation in the Business Environment

### Assessments

- Knowledge Checks
- Project

## Who Should Apply?

- Individuals/School leavers who are interested in pursuing a career in providing IT support.
- Individuals who enjoy providing business solutions and solving problems.

## Admission Requirements

- The minimum entry requirement is the National Senior Certificate or National Certificate Vocational with appropriate subject combinations and levels of achievement; or
- An equivalent NQF level 4 qualification with proven proficiency in English.
- To be considered via RPL, applicants should be above the age of 23 years.

For further information on this alternative route, please contact a student advisor. All applicants with an international qualification will be considered in accordance with MANCOSA's institutional rules.

## Mode of Delivery

This programme is offered through online learning. Each module is delivered over a 5 week period.

# Higher Certificate in Digital Marketing

NQF LEVEL 5 / SAQA ID 118279 / CREDITS 120

## Programme Description

The purpose of the Higher Certificate in Digital Marketing is to provide the student with the necessary skills and knowledge to prepare them for opportunities and challenges within the Digital Marketing environment.

This programme will enable the student to follow a career in Digital Marketing that allows them to utilise technology to communicate products via social media platforms such as Facebook, Instagram, LinkedIn and websites.

The student will be able to apply branding concepts to aid with conceptualising the product to target niche markets and further examine and provide solutions to the digital marketing environment.

## Career Opportunities

On completion of the programme, graduates can aspire to the following positions:

- Marketing Consultant
- Marketing Assistant

## Articulation

Completion of the Higher Certificate meets the minimum entry requirement for admission to an appropriate Advanced Certificate. A Higher Certificate may also allow access to an appropriate Bachelor's degree



## Programme Structure

### Duration: 1 Year

- Introduction to Digital Marketing
- Business Communications
- Introduction to Social Media
- Branding and Brand Management
- Digital Marketing Communications
- Web Design and Development for Digital Marketing

### Assessments

- Knowledge Checks
- Project

## Who Should Apply?

- School leavers looking to pursue a career within the Marketing (Digital Marketing) industry
- Marketers looking to upskill themselves within Digital Marketing.

## Admission Requirements

- The minimum entry requirement is the National Senior Certificate or National Certificate Vocational with appropriate subject combinations and levels of achievement; or
- An equivalent NQF level 4 qualification with proven proficiency in English.
- To be considered via RPL, applicants should be above the age of 23 years.

For further information on this alternative route, please contact a student advisor. All applicants with an international qualification will be considered in accordance with MANCOSA's institutional rules.

## Mode of Delivery

This programme is offered through online learning. Each module is delivered over a 5 week period.

# Higher Certificate in Social Media and Communication

NQF LEVEL 5 / SAQA ID 103103 / CREDITS 120

## Programme Description

The Higher Certificate in Social Media and Communication programme is directed at students employed in or aspiring to enter the commerce industry that engages with social media and communication tools. This programme aims at developing the students' skills through coursework and actively promoting the effective use of social media and communication tools within the growing, fastpaced industry.

Students will be provided with a well-rounded understanding of the theory and methodology, which will enable them to engage with social media and communications tools in a professional context. Higher Certificate in Social Media and Communications graduates will be knowledgeable and prepared for the changing environment of social media and communications and have the necessary knowledge and skills to contribute to the various sectors influenced and impacted by social media and communications.

## Career Opportunities

- Social Media Officer
- Social Media Advertiser
- Social Media Marketer
- Social Media Content Producer

## Articulation

Completion of the Higher Certificate meets the minimum entry requirement for admission to an appropriate Advanced Certificate. A Higher Certificate may also allow access to an appropriate Bachelor's degree.



## Digitising Module

Are you one of those students who already have computer skills and would prefer to register for a more contemporary module that is aligned to 21st century skills?

The Digital Transformation in the Business Environment module will be offered as an elective to the End User Computing (EUC) in the Higher Certificate and Degree programmes.

This Digital Transformation in the Business Environment Module is based on the concept of Digitalisation and the massive impact it has on the on the technical and business challenges, as well as opportunities brought by the rapid advancement of digital technologies.

## Programme Structure

### Duration: 1 Year

- Introduction to Social Media
- Social Media for Business
- Fundamentals of Marketing
- Introduction to Ethics
- Business Communication

### Elective - Choose one of the following electives:

- End User Computing
- Digital Transformation in the Business Environment

### Assessments

- Knowledge Checks
- Project

## Who Should Apply?

- The Higher Certificate in Social Media and Communication programme will provide access to higher education for students wishing to pursue or further their careers in the specialised communications field of social media.

## Admission Requirements

- The minimum entry requirement is the National Senior Certificate or National Certificate Vocational with appropriate subject combinations and levels of achievement; or
- An equivalent NQF level 4 qualification with proven proficiency in English.
- To be considered via RPL, applicants should be above the age of 23 years.

For further information on this alternative route, please contact a student advisor. All applicants with an international qualification will be considered in accordance with MANCOSA's institutional rules.

## Mode of Delivery

This programme is offered through online learning. Each module is delivered over a 5 week period.

# Bachelor of Commerce in Information and Technology Management

NQF LEVEL 7 / SAQA ID 71889 / CREDITS 360

## Programme Description

The Bachelor of Commerce in Information and Technology Management degree is a popular and much sought-after undergraduate programme. Information technology presently is one of the fastest growing industries creating significant career opportunities for students. The aim of the programme is to create graduates who are able to offer and manage business solutions, demonstrate skills and knowledge in both business and information technology domains and management thereof. Students are exposed to the design and development of systems and engage in solving real-life problems, implement and continually adapt these systems to changing organisational needs.

## Career Opportunities

- IT Manager
- Network Developer
- Business Analyst
- IT Infrastructure Developer
- Network Manager
- Systems Analyst

## Who Should Apply?

- IT specialists who wish to become IT managers.
- Students wishing to become IT consultants.

## Articulation

A Bachelor's Degree is the minimum entry requirement for admission onto a Postgraduate Diploma or a cognate Honours degree.



## Programme Structure

Duration: 3 Years	
<b>Year 1</b>	
<b>Semester One</b>	<b>Semester Two</b>
<ul style="list-style-type: none"> <li>• Introduction to Business Management</li> <li>• Informatics 1A</li> <li>• Analytical Techniques</li> <li>• Economics 1A</li> </ul>	<ul style="list-style-type: none"> <li>• Introduction to Functional Areas of Management</li> <li>• Informatics 1B</li> <li>• Financial Reporting and Analysis</li> <li>• Economics 1B</li> </ul>
<b>Year 2</b>	
<b>Semester One</b>	<b>Semester Two</b>
<ul style="list-style-type: none"> <li>• Information Technology Management 2A</li> <li>• Informatics 2A</li> <li>• Management Accounting</li> <li>• Advanced Business Statistics</li> </ul>	<ul style="list-style-type: none"> <li>• Information Technology Management 2B</li> <li>• Informatics 2B</li> <li>• Principles of Project Management</li> <li>• Information Systems</li> </ul>
<b>Year 3</b>	
<b>Semester One</b>	<b>Semester Two</b>
<ul style="list-style-type: none"> <li>• Information Technology Management 3A</li> <li>• Informatics 3A</li> <li>• Auditing</li> <li>• Systems Analysis and Design</li> </ul>	<ul style="list-style-type: none"> <li>• Information and Technology Management 3B</li> <li>• Informatics 3B</li> <li>• Capstone Project</li> </ul>

## Admission Requirements

- The minimum entry requirement is the National Senior Certificate or National Certificate Vocational with appropriate subject combinations and levels of achievement; or
  - An equivalent NQF level 4 qualification with proven proficiency in English.
  - A Higher Certificate; an Advanced Certificate or Diploma
  - To be considered via RPL, applicants should be above the age of 23 years.
- For further information on this alternative route, please contact a student advisor. All applicants with an international qualification will be considered in accordance with MANCOSA's institutional rules.

# Bachelor of Commerce in Digital Marketing

NQF LEVEL 7 / SAQA ID 117680 / CREDITS 360

## Programme Description

The Bachelor of Commerce in Digital Marketing will provide the student with the necessary skills and knowledge to prepare them for opportunities and challenges within the Digital Marketing environment. The programme will equip students with the skills to utilise technology to communicate products via social media platforms creating exposure to web design and development to analyse information to work in collaboration with technology specialists and web developers. The student will further engage with various mobile, online, search engines and social media platforms to establish an understanding of how technology can be utilised to market a business. This programme will ensure that the student understands the organisational environment with regards to Branding, Web Analytics, Social Media and Communications to make informed decisions within the professional context and will be able to engage with technology specialists and web developers to aid with implementing strategies to achieve marketing objectives.

## Career Opportunities

- Marketing Managers/Consultant/Officer
- Market Research Analysts and
- Marketing Specialists

## Who Should Apply?

- School leavers looking to pursue a career in the Digital Marketing sector
- Individuals who wish to upgrade their skills within the Digital Marketing industry.

## Articulation

A Bachelor's Degree is the minimum entry requirement for admission into a Postgraduate Diploma or a cognate Honours degree.



## Programme Structure

**Duration: 3 Years**

**Year 1**

**Semester One**

- Introduction to Marketing
- Social Media Marketing
- Introduction to Information Technology Management
- Introduction to Business Management

**Semester Two**

- Fundamentals of Economics
- Introduction to Digital Marketing Communications
- Web Design and Digital Marketing Practies
- Fundamentals of Accounting

**Year 2**

**Semester One**

- Digital Marketing
- Consumer Behaviour
- Web Analytics
- Business Law

**Semester Two**

- E-Commerce
- Marketing
- Introduction to Integrated Marketing Communication
- Fundamentals of Entrepreneurship

**Year 3**

**Semester One**

- Research Principles
- Media Management
- International /Global Marketing
- Brand Management

**Semester Two**

- Digital Market Research
- Digital Products and Pricing Strategies
- Digital Marketing Strategy
- Business Ethics in the Digital Era

## Admission Requirements

- The minimum entry requirement is the National Senior Certificate or National Certificate Vocational with appropriate subject combinations and levels of achievement; or
- An equivalent NQF level 4 qualification with proven proficiency in English.
- A Higher Certificate; an Advanced Certificate or Diploma
- Applicants that did not achieve a Bachelors pass in Matric and are over the age of 23 years will be considered via mature age exemption
- To be considered via RPL, applicants should be above the age of 23 years.

For further information on this alternative route, please contact a student advisor. All applicants with an international qualification will be considered in accordance with MANCOSA's institutional rules.

# Postgraduate Diploma in Information and Technology Management

NQF LEVEL 8 / SAQA ID 110958 / CREDITS 120

## Programme Description

The Postgraduate Diploma in Information and Technology Management is directed at those employed within the information technology environment as well as those aspiring to enter the information technology management field.

Through the course work, graduates will be equipped with the skills and knowledge of aligning business strategies and technology to effectively perform their duties. The programme aims to build skills in information technology to generate value to an organisation through the use of technology.

## Career Opportunities

- Chief Information Officer
- Business Intelligence Consultant
- Related Roles in IT Leadership

## Who Should Apply?

- IT specialists who wish to become IT managers.
- Students wishing to become IT consultants.

## Articulation

Completion of a Postgraduate Diploma meets the minimum entry requirement for admission to a Master's Degree usually in the area of specialisation of the Postgraduate Diploma. Offered both locally and internationally.



## Programme Structure

All students must complete four core modules in the first semester. In semester two, students must complete three core modules in addition to one module chosen from a set of electives.

Duration: 1 Year	
Semester One	Semester Two
<ul style="list-style-type: none"> <li>• Information and Knowledge Management</li> <li>• Research for Computing Methods</li> <li>• Information Technology Law</li> <li>• Information Security</li> </ul>	<ul style="list-style-type: none"> <li>• Strategic Management</li> <li>• E-Business</li> <li>• Artificial Intelligence</li> </ul>
<p><b>Elective: Choose One Of The Following Electives</b></p> <ul style="list-style-type: none"> <li>• Strategic Supply Chain Management</li> <li>• Advanced Project Management</li> </ul>	

## Admission Requirements

The minimum entry requirement is a Bachelor's Degree or Advanced Diploma at NQF level 7. It is possible to gain entry to the programme on the basis of Recognition of Prior Learning (RPL). For further information on this alternative route, please contact a student advisor. All applicants with an international qualification will be considered in accordance with MANCOSA's institutional rules.

## Mode of Delivery

This programme is offered through online learning and digital support.

## Programme Outcomes

For detailed programme outcomes and any further information email: [study@mancosa.co.za](mailto:study@mancosa.co.za)

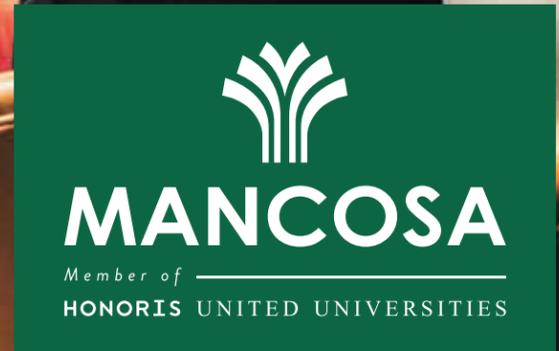
# Learn anywhere, anytime, and at your own pace

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## SHORT LEARNING PROGRAMMES

**Show & share your  
knowledge.**

School of Information and Digital  
Technology Short Learning  
Programmes delivered in  
collaboration with MANCOSA skillME.



**skillME**

## Introducing MANCOSA skillME

skillMe is MANCOSA's response to address the overwhelming skills and competency demands brought about by the exigencies of the 21st century.

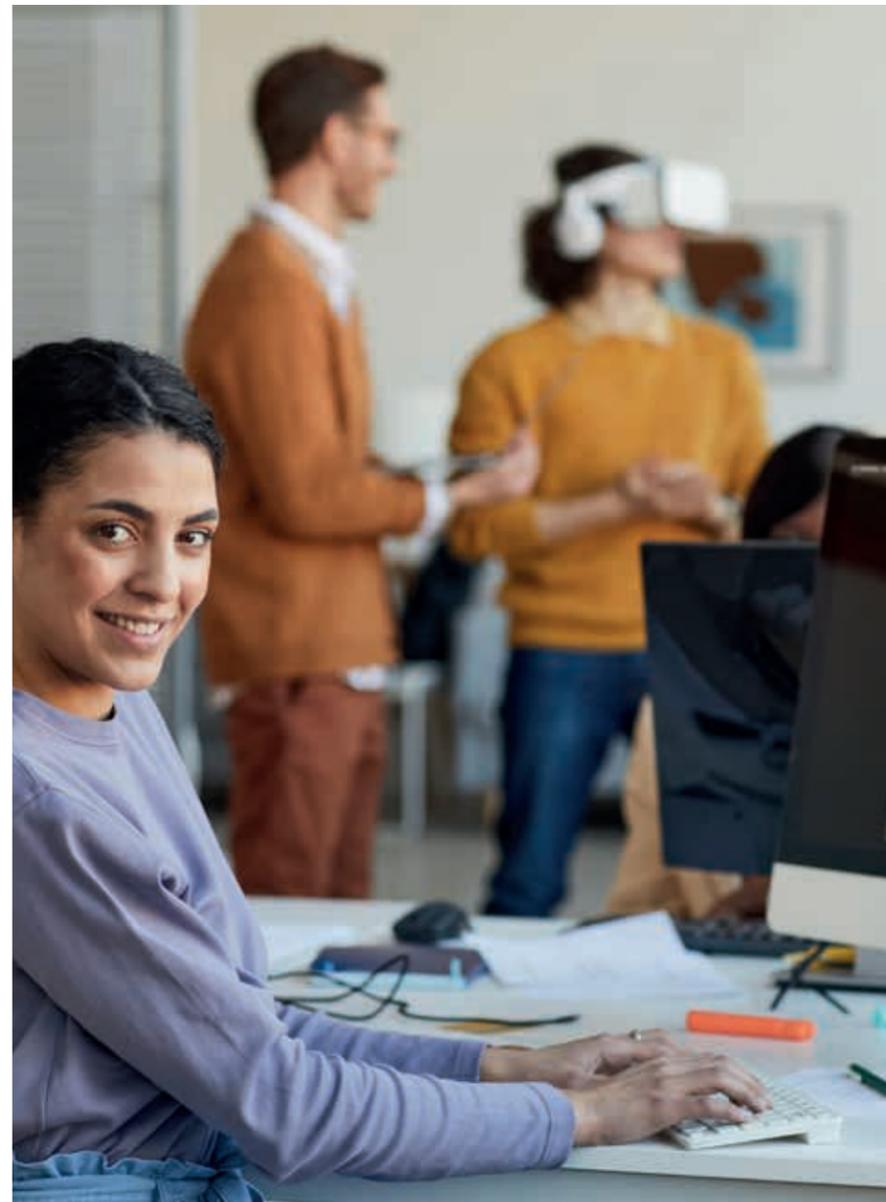
Learning programmes of a short duration and delivered online, have become popular for many reasons. Online short learning programmes enable students to learn a new skill, at their own pace and convenience, in the comfort and security of their home.

Besides being more accessible than degree programmes, online short learning programmes are also more affordable.

Together with MANCOSA's 25 years of developing worldclass human talent, the skillME platform leverages the collaborative intelligence of the Honoris United Universities network to offer students online short learning programmes aimed at improving employability by cultivating their skills and enabling them to succeed in a 21st century work environment.

## skillME Short Learning Programmes aim to:

- Equip students with in-demand soft and digital skills
- Provide high-impact, just-in-time and easily accessible and skills development opportunities
- Expose students to a wide range of 21st century skills, thereby preparing them to successfully navigate both corporate and entrepreneurial terrains
- Promote career advancement by cultivating skills that make students agile, employable and sought after in the labour market
- Nurture digital literacy for Africa's current and future generations of leaders and professionals
- Create pathways for continuous professional development, thereby ensuring that students proactively develop their professional capabilities through certified learning



## Types of Short Learning Programmes



### 100% Online (Self-paced)

Automated, convenient and accessible learning experience.

The design of each skillME programme incorporates academic and industry knowledge, which are derived through MANCOSA's experience in the higher education market, awareness of 21st century employer demands, and industry collaborations.

MANCOSA skillME programmes are designed and delivered by industry and academic experts, thereby ensuring that students are exposed to the contemporary practices.

Easily share competency badges and certificates with employers and your professional network to let them know of your increasing repertoire of skills.

Each skillME online short learning programme is designed to develop specific skills which promote career success.

The skillME online short learning programme suite offers students to opportunity to obtain multiple skills on a single, easy to navigate platform.



### BhoT

Blended hands-on  
Training



### MASTERclass (online, in-person)

# Artificial Intelligence (AI) and Machine Learning (ML) for Business Leaders



Learn At Your Own  
Pace And Convenience



Content Developed By  
Industry expert



Gamified  
Assessments



Interactive  
Content



Video's On  
Demand



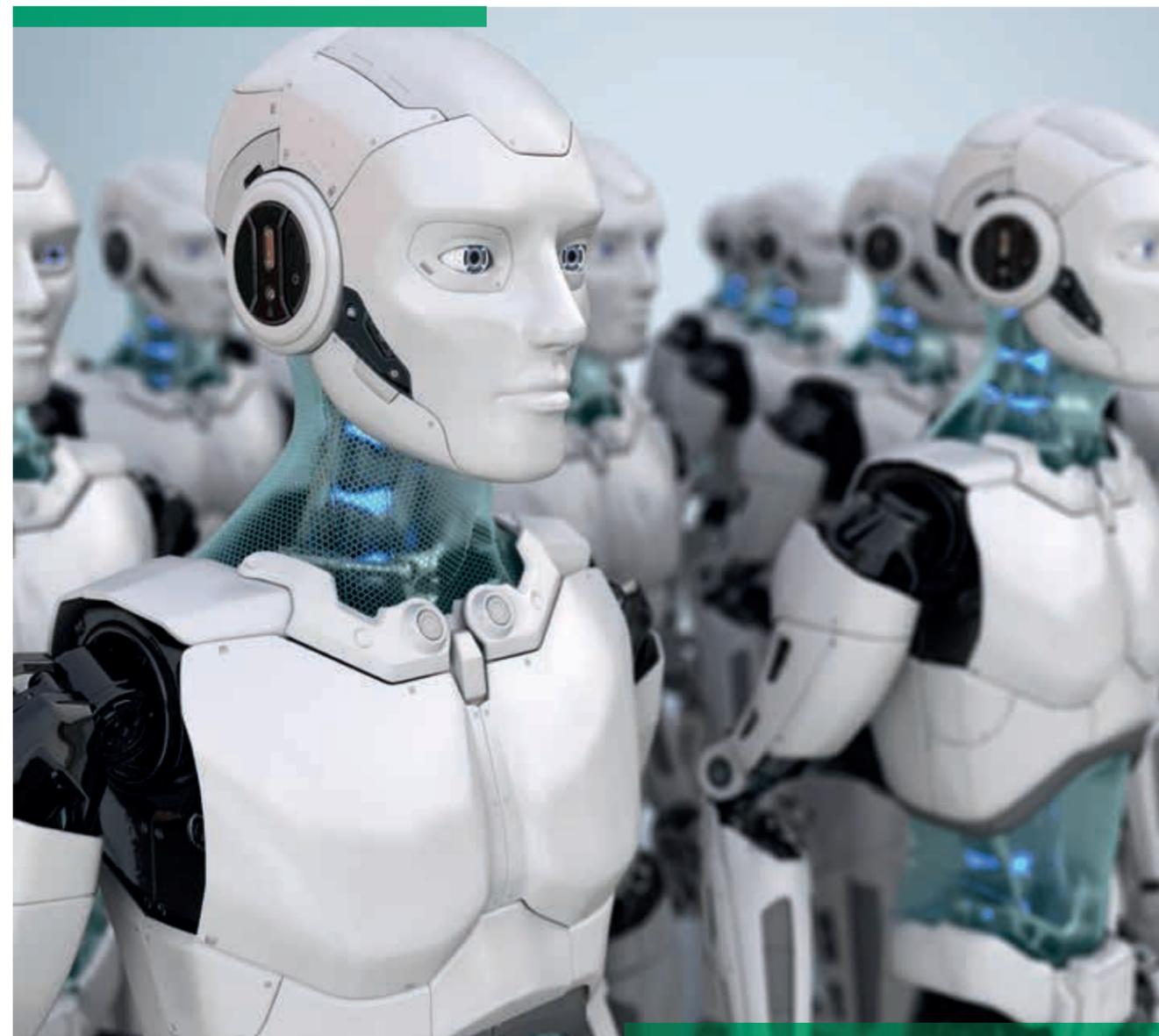
Micro Credential  
Blockchain  
Certificate

## About this Programme:

Artificial Intelligence and Machine Learning are considered to be the most disruptive technologies by chief intelligence and information officers worldwide. However, very few business leaders and managers fully understand how AI and ML can be leveraged to drive growth, efficiency, insight and an unrivalled customer experience.

To compound this challenge, AI and ML capabilities are constantly evolving. The MANCOSA skillME Artificial Intelligence (AI) and Machine Learning (ML) short learning programme (SLP) has been developed by industry experts to provide business leaders and managers with a robust understanding of AI and ML as business tools.

The programme develops the skills that are required in order to strategically and successfully implement AI and ML within an organisation, in order to power competitive advantages and drive value creation.



## Take this Short Learning Programme to:

- Understand the rapidly evolving terrain of AI
- Analyse why AI matters in organisations
- Comprehend the role of data and analytics in AI
- Understand how AI and machine learning is being leveraged to drive value creation
- Explore meaningful ways in which AI and Machine Learning can be integrated into different value streams in an organisation

### COURSE OVERVIEW

Admission Requirements	None
Delivery	100% Online
Learning Style	Self-paced
Course Duration	3 Hours
Assessments	Yes
Blockchain Certificate of Completion	Yes
User Requirements	Own Laptop or PC or Tablet Own Internet Connection
Data Required	1 GB

# Cybersecurity: Managing Risk in the Information Age



Learn At Your Own  
Pace And Convenience



Content Developed By  
Industry expert



Gamified  
Assessments



Interactive  
Content



Video's On  
Demand



Micro Credential  
Blockchain  
Certificate

## About this Programme:

In the digital economy, information systems serve as critical assets for competitive advantage as well as a source for strategic security risk. Organisations now have complex digital ecosystems rooted at the heart of their success and it is incumbent upon business managers and leaders to be acutely aware of the challenges and risks that cybersecurity threats pose to their continued operations. "There are two types of companies: those that have been hacked, and those who don't yet know they have been hacked." – John Chambers (CEO: Cisco) The MANCOSA skillME Cybersecurity: Managing Risk in the Information Age short learning programme (SLP) has been developed by industry experts to provide business leaders and managers with a robust understanding of their role and responsibility in protecting digital systems by mitigating cyber threats. The programme develops the skills that are required in order to strategically and successfully influence the overall cybersecurity posture within an organisation, in order to develop an appropriate level of protection against predicted cyber threats.



## Take this Short Learning Programme to:

- Understand the threat and vulnerability of working in virtual and cyber spaces
- Detect and analyse cybersecurity threats facing teams and organizations
- Identify tools needed to manage cyber security risks
- Develop a cybersecurity management and strategy plan to better guide decision-making in organisations

### COURSE OVERVIEW

Admission Requirements	None
Delivery	100% Online
Learning Style	Self-paced
Course Duration	3 Hours
Assessments	Yes
Blockchain Certificate of Completion	Yes
User Requirements	Own Laptop or PC or Tablet Own Internet Connection
Data Required	1 GB

# Digital Transformation in the 21st Century Workplace



Learn At Your Own  
Pace And Convenience



Content Developed By  
Industry expert



Gamified  
Assessments



Interactive  
Content



Video's On  
Demand



Micro Credential  
Blockchain  
Certificate

## About this Programme:

The emergence of the fourth Industrial Revolution (4IR) coupled with rapid advancements in information and digital technologies has resulted in ongoing and unprecedented transformation in the 21st century workplace. Almost every organisation has either proactively or been forced to digitally transform. However, not all digital transformation initiatives are successful. According to McKinsey, a global consulting firm, up to 70% of digital transformation efforts fail. However, for those organisations that are successful in their digital transformation agendas, a competitive, and often unrivalled digital paradise awaits. The MANCOSA skillME Digital Transformation in the 21st Century Workplace short learning programme (SLP) has been developed by industry experts to provide individuals with a robust understanding of why and how digital transformation can be pursued successfully. The programme develops the skills that are required in order to successfully stimulate and influence an organisation's digital transformation trajectory.



## Take this Short Learning Programme to:

- Understand why Digital Transformation is critical for organisations
- Identify the process and key drivers of digital transformation
- Analyse Technology trends and how these affect the 21st century, digital working environment
- Identify key decisions that need to be made in order to stimulate digital transformation in the 21st century workplace

### COURSE OVERVIEW

Admission Requirements	None
Delivery	100% Online
Learning Style	Self-paced
Course Duration	3 Hours
Assessments	Yes
Blockchain Certificate of Completion	Yes
User Requirements	Own Laptop or PC or Tablet Own Internet Connection
Data Required	1 GB

# Digital Marketing: Crafting a Winning Strategy



Learn At Your Own  
Pace And Convenience



Content Developed By  
Industry expert



Gamified  
Assessments



Interactive  
Content



Video's On  
Demand



Micro Credential  
Blockchain  
Certificate

## About this Programme:

Digital marketing, like every other industry, continues to evolve with the invention of new technologies. With more consumers available on digital platforms, there are many channels that can be used to acquire and retain them.

However, a winning digital marketing strategy is much more than utilising digital channels to reach potential customers. So, what makes a successful digital marketing strategy?

The MANCOSA skillME Digital Marketing: Crafting a Winning Strategy short learning programme (SLP) has been developed by industry experts to provide individuals with an understanding of digital marketing and digital marketing strategy.

The programme develops the skills that are required in order to successfully produce a winning digital marketing strategy.



## Take this Short Learning Programme to:

- Understand marketing in the digital era
- Analyse the different elements in a digital marketing strategy plan
- Explore key tenets of contemporary digital marketing channels
- Identify and understand digital target markets
- Recognise how to use social media channels strategically

### COURSE OVERVIEW

Admission Requirements	None
Delivery	100% Online
Learning Style	Self-paced
Course Duration	3 Hours
Assessments	Yes
Blockchain Certificate of Completion	Yes
User Requirements	Own Laptop or PC or Tablet Own Internet Connection
Data Required	1 GB

# The 4th Industrial Revolution and Automation



Learn At Your Own Pace And Convenience



Content Developed By Industry expert



Gamified Assessments



Interactive Content



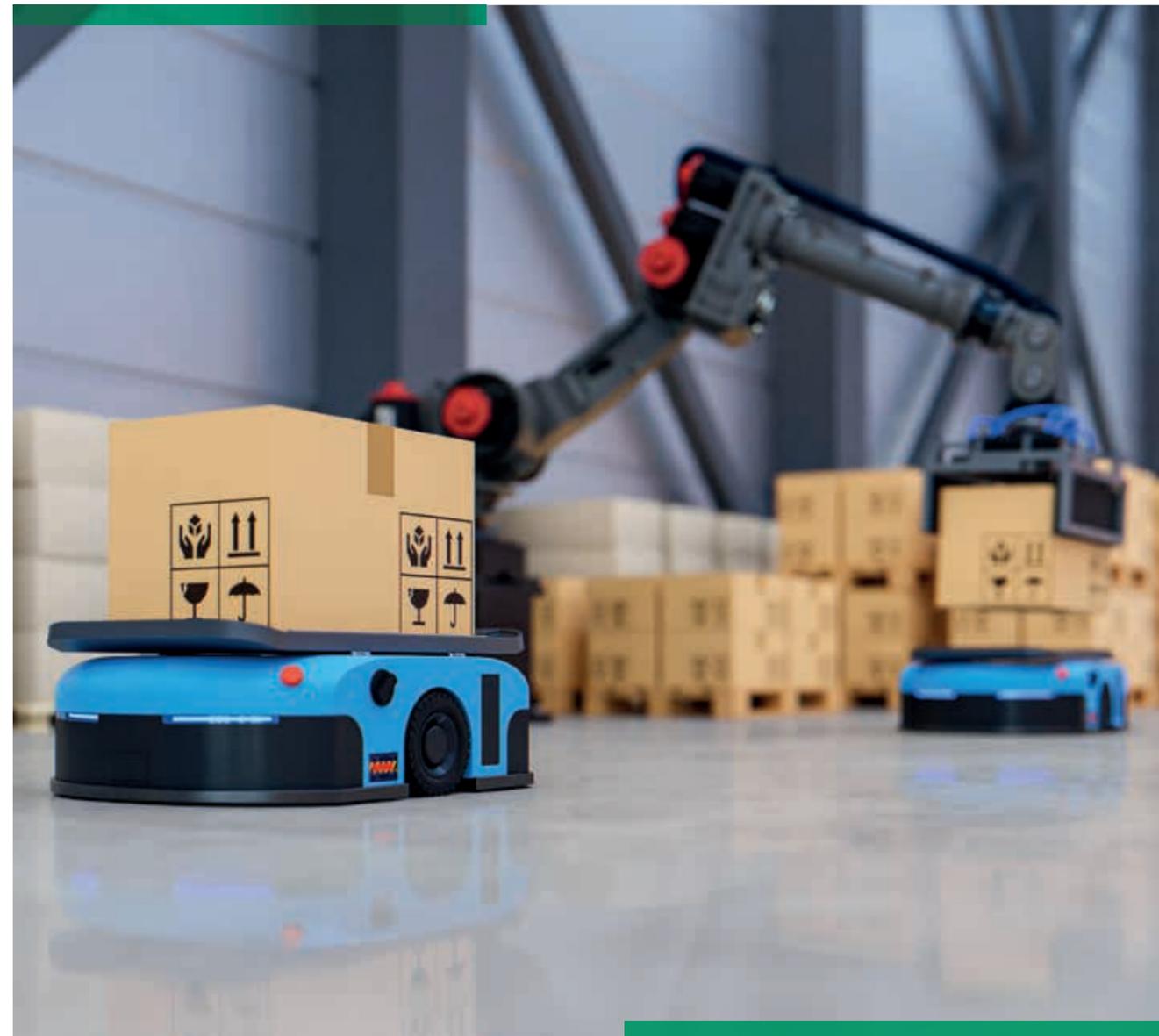
Video's On Demand



Micro Credential Blockchain Certificate

## About this Programme:

One of the defining features of the Forth Industrial Revolution is the unprecedented level of automation being introduced in the new world of work. With rapid advancements in robotics, machine learning (ML), artificial intelligence (AI) and the Internet of Things (IoT), automation has already transformed many industries, sectors and organisations. The phenomena of the 4IR and automation are multi-dimensional and are constantly evolving with innovation in technology. Understanding this digitally driven panorama is paramount for an individual seeking to survive and thrive in the 4IR. The MANCOSA skillME 4IR & Automation short learning programme (SLP) has been developed by industry experts to provide individuals with an understanding of a driving force of the modern workplace – automation. The programme develops the skills that are required in order to leverage the digital technologies that underscore automation, whilst also providing individuals with a robust understanding of how automation can be utilised as a strategy to drive efficiency and effectiveness within organisations.



## Take this Short Learning Programme to:

- Develop an understanding of the industrial revolutions leading to the 4th industrial revolution.
- Uncover the technical and business challenges, as well as opportunities brought by the rapid advancement of digital technologies.
- Understand the implications of the 4th industrial revolution for the future of the world of work.
- Identify the social and ethical considerations of automation in the 4th industrial revolution.

### COURSE OVERVIEW

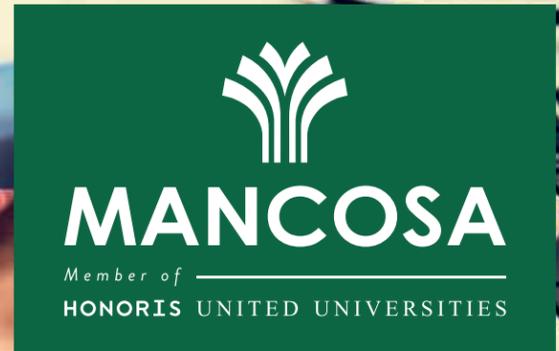
Admission Requirements	None
Delivery	100% Online
Learning Style	Self-paced
Course Duration	3 Hours
Assessments	Yes
Blockchain Certificate of Completion	Yes
User Requirements	Own Laptop or PC or Tablet Own Internet Connection
Data Required	1 GB

# BHOT (Blended Hands-On Training)

SHORT LEARNING  
PROGRAMMES

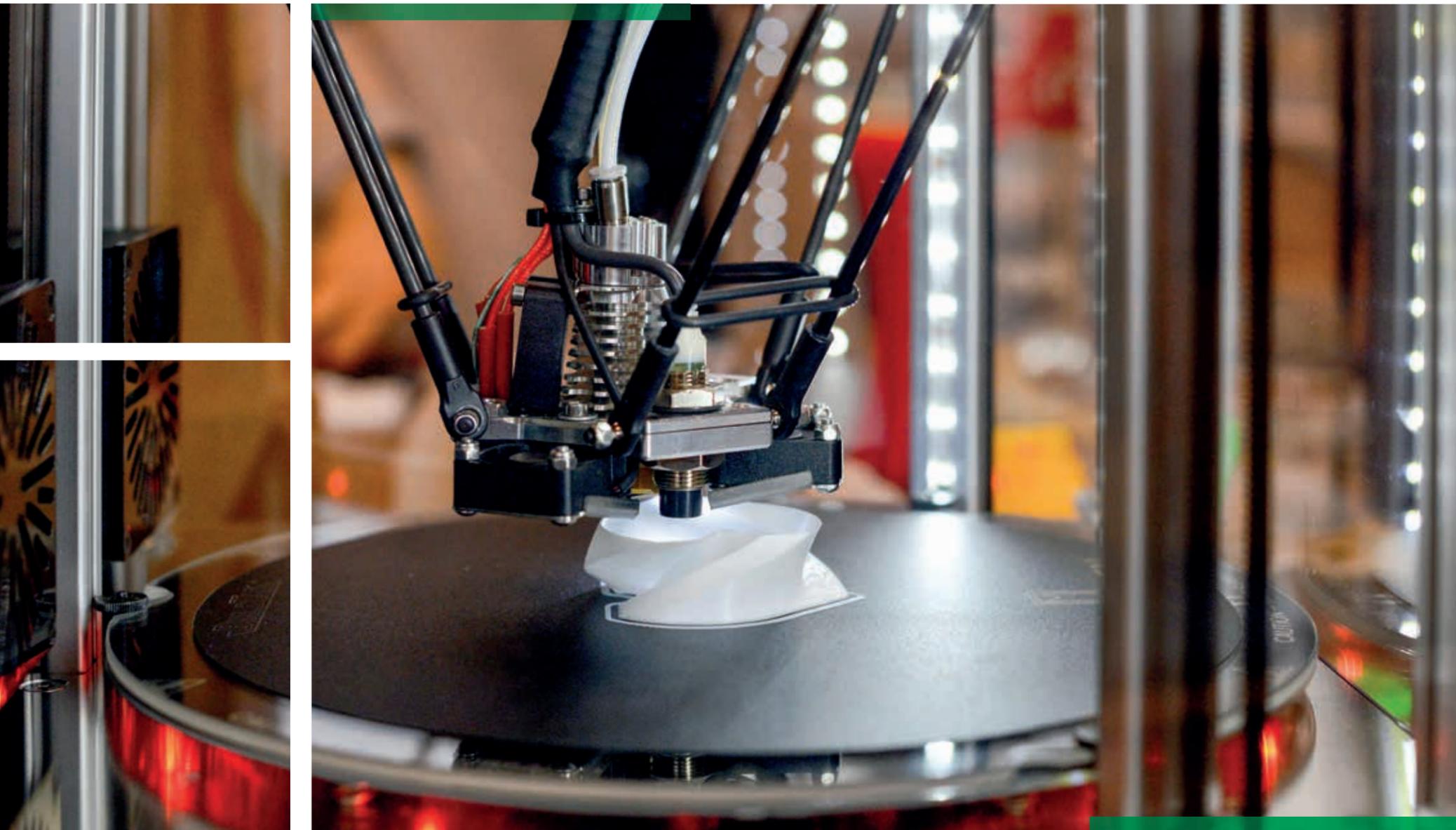
**Show & share your  
knowledge.**

School of Information and Digital  
Technology Short Learning  
Programmes delivered in  
collaboration with MANCOSA skillME.



skillME

# 3D Printing



## Learn a new skill and only Unleash your creativity:

This 3D printing course is designed to provide students with the necessary skills required to model designs in an open source 3D programme and export to a 3D print service. A 3D printer and startup consumables are provided as part of the course fee.

During the two-day course, students will receive guidance and hands-on training on:

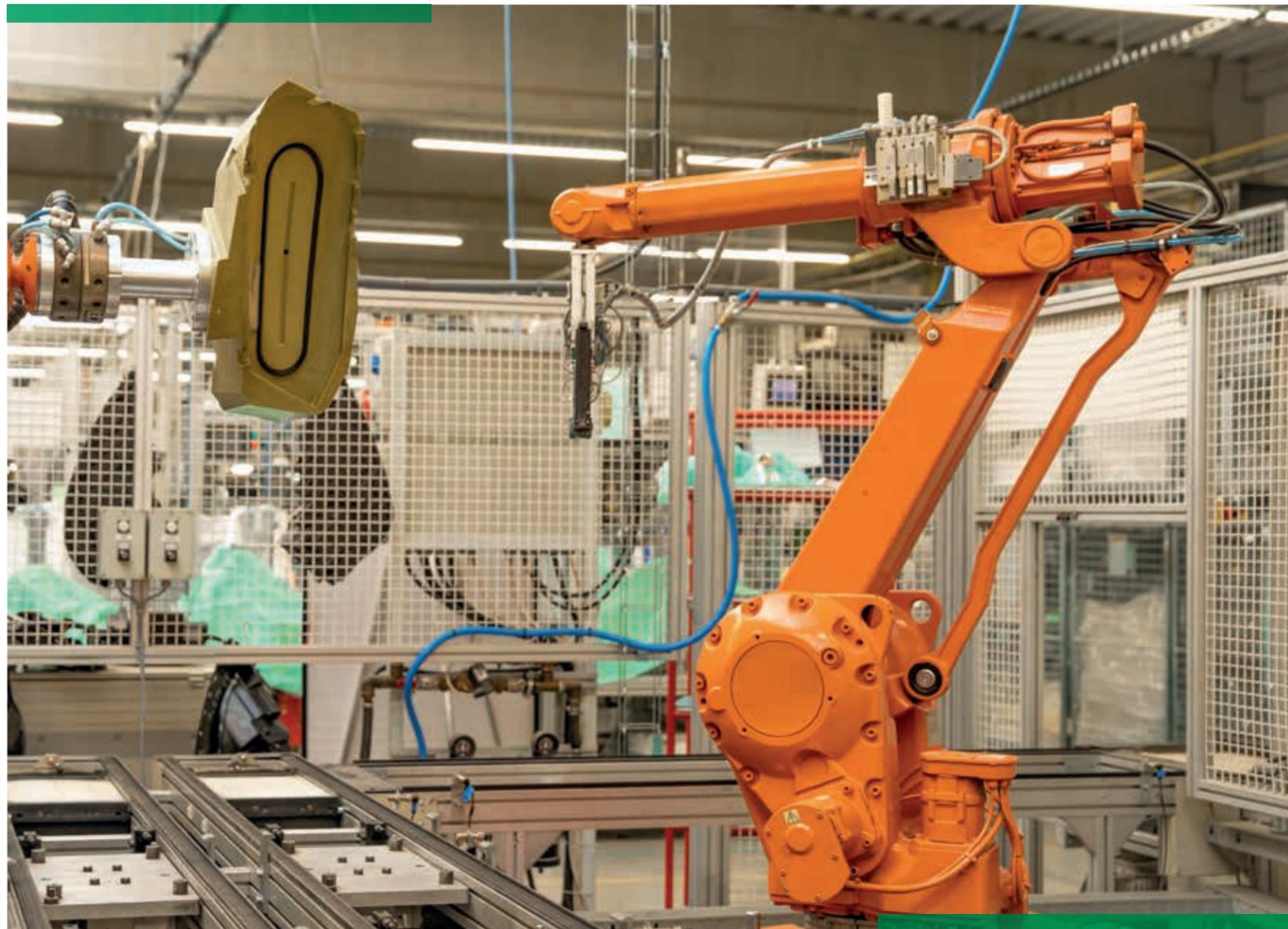
- Setting up their new 3D printer,
- Understanding the capabilities, limitations and uses of their 3D printer
- 3D modelling, and
- Transferring 3D models to a 3D printer.

Contact [skillme@mancosa.co.za](mailto:skillme@mancosa.co.za) to enquire about course start dates and fees.  
Alternatively, visit [skillme.mancosa.co.za](http://skillme.mancosa.co.za) to register.



Micro Credential  
Blockchain  
Certificate

# Introduction to Robotics and Programming



**Learn a new skill and only  
Unleash your creativity:**

The introduction to robotics and programming course is designed to provide students with the necessary skills required to design, build and programme a working robot. Arduino robotics kit and accessories are provided as part of the course fee.

During the two-day course, students will receive guidance and hands-on training on:

- The functions of robotics components,
- How to design and build a robot, and
- How to programme a robot to perform basic functions.

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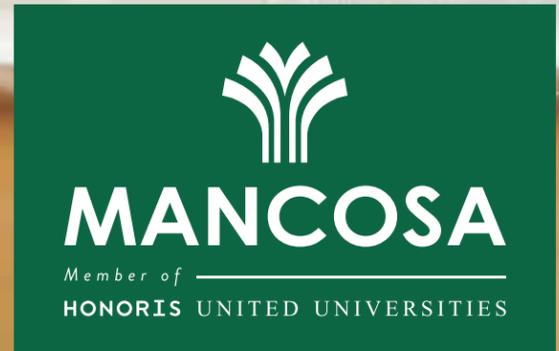
**Micro Credential  
Blockchain  
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# Master Class

## SHORT LEARNING PROGRAMMES

**Show & share your knowledge.**

School of Information and Digital Technology Short Learning Programmes delivered in collaboration with MANCOSA skillME.



**skillME**

# Digital Leadership: Leading in Uncharted Waters



## Do you have what it takes to lead in the digital age?

For leaders to be effective at solving modern business problems, they will have to rethink how they utilize data and approach failure whilst remaining agile in order to successfully navigate the uncharted waters of the digital age.

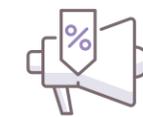
Join this live MASTERclass to be exposed to an industry leader and expert in digital leadership. The MASTERclass is a modern, microlearning opportunity, which spans up to 8 hours and is comprised of multiple topic sessions. It is designed to rapidly upskill participants by accelerating learning through expert insights, advice and intelligence.

Contact [skillme@mancosa.co.za](mailto:skillme@mancosa.co.za) to enquire about course start dates and fees. Alternatively, visit [skillme.mancosa.co.za](http://skillme.mancosa.co.za) to register.



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Certificate

# Starting a Digital Business in South Africa: Opportunities, Registration and E-commerce



## Do you have what it takes to lead in the digital age?

Whether it's a side-hustle or your permanent gig, earning income from a digital business has never been easier. Learn about digital business opportunities, the technology you will need and how to register your digital business in South Africa.

Join this live MASTERclass to be exposed to an entrepreneurial expert in digital business. The MASTERclass is a modern, microlearning opportunity, which spans up to 8 hours and is comprised of multiple topic sessions. It is designed to rapidly upskill participants by accelerating learning through expert insights, advice and intelligence.

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# Cloud Computing for Business Managers and Leaders



## Do you have what it takes to lead in the digital age?

Although the vast majority of organisations have transitioned to the cloud, many managers and leaders are yet to fully understand the benefits and possibilities that the cloud can bring to their innovation, process reengineering and cost efficiency efforts.

Join this live MASTERclass to be exposed to expert insights on cloud computing for managers and leaders. The MASTERclass is a modern, microlearning opportunity, which spans up to 8 hours and is comprised of multiple topic sessions. It is designed to rapidly upskill participants by accelerating learning through expert insights, advice and intelligence.

Contact [skillme@mancosa.co.za](mailto:skillme@mancosa.co.za) to enquire about course start dates and fees. Alternatively, visit [skillme.mancosa.co.za](http://skillme.mancosa.co.za) to register.



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# Your Smarter Learning Journey Starts Today

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