



COURSE OVERVIEW

**ADVANCED DIPLOMA IN
PACKAGING TECHNOLOGY
2021 - ONLINE**



ADVANCED DIPLOMA IN PACKAGING TECHNOLOGY

This Programme is aimed at those either being prepared, or preparing themselves, for management level positions in the packaging industry.

The Programme is intended to be highly interactive and students are encouraged to share their own knowledge and challenge the Facilitators, if they feel this necessary.



COURSE OBJECTIVE

- To prepare the packaging professional for a management level position in the industry, by giving him/her a better understanding of elements of Supply Chain Management of a Business, (all at a higher level than does the Institute's basic One year Diploma Course in Packaging Technology):
 - Introduction to Business Management
 - Supply Chain Management
 - Marketing and Brand Management
 - Financial Management
 - Operations Management
 - Human Resource Management
 - Packaging Materials and Processes,
 - Packaging Design Aspects,
 - Packaging Legal Aspects and Requirements,
 - Packaging and Environmental Sustainability,
 - A Contemporary Approach to Quality Management
 - Lean Six Sigma Fundamentals
 - Business Certification Schemes,
 - Legal Aspects of Food Safety in Packaging
 - Presentation Skills and Techniques
- The initial module covers broader, conceptual business training and is intended to provide participants with an insight into and an understanding of "business" and its inputs, so that they can better relate to the organisation as a whole.
- To receive skills and training on presentation techniques, enabling a student to confidently convey ideas, strategies and business proposals in the boardroom.

MODUS OPERANDI / COURSE EVALUATION / ACHIEVEMENT RECOGNITION

The programme provides theoretical instruction, interspersed with assignments to test the student's grasp of the principles involved. Three formal research based, dissertation style assignments and a business proposal practical evaluation will make up the final year mark that determines pass/fail. Participants who satisfy the laid down requirements will be awarded the Institute's Diploma in Advanced Packaging Technology. Successful graduates are entitled to use the affix M.I.Pkg(SA)Grad APD after their names whilst they are members in good standing of the Institute. The programme is endorsed by the World Packaging Organisation, against specific academic requirements.

- A business proposal project will be introduced and explained, and the class is split into teams to undertake this. This constitutes the PRACTICAL component of the programme.
- In the final 7 weeks of the programme, the teams, away from the 'classroom', will work on and complete their individual and team proposals, in their own time. Each team must submit their collective written work for assessment and shortly thereafter, the individuals of the team will be required to present a segment of their team proposal orally during an online assessment session as a test of their personal presentation skills.

IT REQUIREMENTS

Students must have access to a PC, WIFI, internet and data as the sessions will be conducted through the Zoom application.

ELIGIBILITY

- Graduates of the Institute's One Year Diploma in Packaging Technology.
- Other candidates will be considered if they have an equivalent level packaging qualification.

NOTE: If enrolments are over subscribed, qualifying candidates will be accepted on a first come – first served basis. Students must have access to a PC, WIFI, internet and data as the sessions will be conducted through the Zoom application.

PARTICIPANT OBLIGATION

As it is simply not possible to give participants more than an insight into each subject covered in the programme, participants will be required to do research (individually or in teams) and thereby gain an in-depth knowledge of the subjects covered in this course, as it progresses.

COURSE LENGTH and STRUCTURING

Estimated 60 hours online class time (approx 4.5 months) plus the business proposal (i.e. practical assignment) project preparation time (7-8 weeks), total approximately 6.5 months. Towards the end of the course there will be a practical business proposal assessment presentation session online (see detail later). Normally, 2 x 2 hour online lectures will be held twice weekly in the late afternoon / evenings (4 hours weekly) to facilitate attendance by participants and facilitators, although some lecture sessions may run concurrently (i.e. on consecutive days) for various reasons or (on limited occasions) extend to a maximum of 6 hours. There will also be a few weekend morning sessions.

Research assignments will be given and the student will have a timeline to complete them. The business proposal oral presentation session, will be held during working hours.

SUBJECT FACILITATORS

Drawn from Industry - persons who are up to date and adequately qualified in their fields.

- Whilst the facilitators provide written notes there is no prescribed text book as such, to ensure that the information shared is the very latest on the subject concerned. The Institute's "Handbook of Packaging Technology" is a useful reference resource and is supplied as an "e-book" as a part of the course fee.

PROGRAMME STRUCTURE AND PRESENTATION

(Dates of lectures will be advised prior to the commencement of each scheduled course)

MODULE NUMBER	SUBJECT & LEARNING OBJECTIVES	LECTURE HOURS
1	<p>AN OVERVIEW AND APPRECIATION OF BUSINESS SUPPLY CHAIN MANAGEMENT</p> <p><u>Objective</u> Although primarily a packaging course, this learning experience is aimed at the senior packaging professional who is at, or may be about to enter, management level. It is important for the participant to receive an orientation on Strategic Business Functions, to better relate to the business as a whole. The impact of Globalization, as well as the gradual environmental and 'triple bottom line' concerns in modern businesses, since the Industrial Revolution, are the focal points in the section.</p>	14
2	<p>A BASIC UNDERSTANDING OF PACKAGING'S PLACE IN MODERN SOCIETY, PACKAGING MATERIALS AND MORE ADVANCED DESIGN REQUIREMENTS</p> <p><u>Objective</u> To orientate participants by an initial discussion on the role of packaging in modern society, as a lead-in to this module. To give participants an insight into packaging conversion, property and property modification, applications and latest developments for the major packaging materials. For each, the point of departure would be the Institute's one year diploma level, giving more breadth and depth: Paper; paper board; corrugated; tinplate; glass; plastics. All the packaging variants of each material will be considered. The link between the technical, marketing and production aspects in decision making concerning materials selection is to be emphasized; for example - packaging choices for a wine include glass, PET, carton, etc, and the fact that each of these decisions will have business related ramifications. The subjects covered below will include discussion on design and print considerations, for each material, as well as property modifications, applications and latest developments in major packaging materials (paper, paper board, corrugated, tinplate, glass, plastics and multiwall sacks).</p>	19
3	<p>QUALITY MANAGEMENT – AN UNDERSTANDING OF QUALITY PRINCIPLES AND PRACTICES, QUALITY POLICIES AND DISCIPLINES, QUALITY TOOLS, STATISTICAL PROCESS CONTROLS, MANAGING THE CUSTOMER REQUIREMENTS</p> <p><u>Objective</u> The participant needs to understand the criticality of managing processes as inputs and outputs, as well as the need to focus on "Critical-to-Customer" and "Critical-to-Process" expectations, translating these into high level Business Strategic Objectives, supported by Business Operational Objectives, supported by Business Process Objectives, supported by Individual Objectives. This module sets out to emphasize the importance of the Quality Function, and to explore business quality policies, quality techniques, statistical measurement, the use of Statistical Process Control, and Control Charts in process management. The module will also explore the latest developments within Lean Six Sigma, with regards measuring and reducing variation generally, with emphasis on understanding the customer requirements and delivering value against such requirements.</p>	6
4	<p>CONSUMER HEALTH AND SAFETY PACKAGING, PACKAGING LEGISLATION, PACKAGING AND THE ENVIRONMENT</p> <p><u>Objective</u> Packaging as an endeavour does not exist in a vacuum; there are consumer health issues to be considered, legislation exists which impacts upon the manner and means of packaging products, and of course, in this day and age, the effects of packaging on the environment are of prime consideration. Local and global Statutory and Regulatory requirements related to packaging are covered in this module.</p>	12
5	<p>BUSINESS PROPOSAL DETAILS OF BUSINESS PROPOSAL BRIEF WILL BE OUTLINED AND GUIDANCE WILL BE PROVIDED TO STUDENTS ON APPROACH TO THIS. THIS IS FOLLOWED BY THE 'ASSIGNMENT PERIOD'</p> <p style="text-align: right;">7 weeks</p>	2

NOTES ON EXAMINATION AND TESTING PROCEDURES, AWARDING OF A PASS MARK

1. An overall pass mark will be 50% by each individual student, on a weighted basis as explained in the following.
2. The marks weighting and distribution will be as follows:

EXAMINATIONS	OVERALL MARK WEIGHTING
ASSIGNMENT No.1	15%
ASSIGNMENT No.2	15%
ASSIGNMENT No.3	20%
Business proposal (Weighting: Written presentation – 50%; oral – 50%, of marks awarded)	50%
TOTAL MARKS AWARDED	TOTAL MARKS AWARDED

COURSE FEES

R25 300,00 – incl vat

ENQUIRIES AND ENROLMENTS

See further detail on the Institute's official website or contact

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The student is the most important persons in our lives. He or she is not dependent upon us – we are dependent upon him or her. He or she is not an interruption of our work but is the purpose of it. He or she is not an outsider to our business, but a part of it. We are not doing him or her a favour by serving him or her, he or she is doing us a favour by giving us an opportunity to do so. - Borrowed and adapted from the sayings of Mahatma Ghandi



VISIT OUR WEBSITE: www.ipsa.org.za