

**PRINCIPAL**

Professor Grant Kululunga, PhD. Eng., MSc. Eng., BSc. Eng., MASCE

Our Ref.: **BBC/13/PE/032**

Your Ref:

Date: **21st March, 2019**

Please address all correspondence to the Principal

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MALAWI**Tel: (265) 870 411
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Ms. I. Zanera joined the University of Malawi Degree program in **Business Communication** at the Polytechnic in the year 2013. The Degree program is of 4 years duration. Entry is based on Malawi School Certificate of Education (equivalent to the British "O" level) or the equivalent.

The statement below is a record of courses studied and the marks/grades achieved by the student. The marks/grades have the following significance:-

GRADE	DESCRIPTION	GRADE	DESCRIPTION	MARKS	DESCRIPTION	MARKS	DESCRIPTION
0	Fail	4	Pass with Credit	0-34	Fail	60-69	Pass with credit
1	Fail (marginal)	5	Pass with marginal distinction	35-39	Fail (marginal)	70-74	Pass with marginal distinction
2	Pass (Marginal)			40-49	Pass (marginal)	75-100	Pass with distinction
3	Pass	6	Pass with distinction	50-59	Pass		

FIRST YEAR

Course	Marks/Grades	Course	Marks/Grades
Mass Communication II	67	Introduction to Computer & Modern Communication Technology	66
Communication Theory II	59	English for Academic Purposes	49
Communication Studies II	78	Communication Theory	66
Design & Production of IEC Materials II	63	Introduction to Literature	61
Literature	59	Mass Communication I	51
Logic & Critical Thinking	57	Oral Communication	60

SECOND YEAR

Course	Marks/Grade	Course	Marks/Grade
Introduction to Business Organization	60	Design & Production of IEC Materials	58
Intercultural Communication	53	Management Principles & Practice	73
Communication Ethics	56	Communication Law	63
Media & Society	48	Statistics	60
Introduction to Sociology	61	Introduction to Economics	73
Business writing	55	Organizational Behaviour	62

THIRD YEAR

Course	Marks/Grade	Course	Marks/Grade
Public Relations	61	Corporate Communications	64
Organizational Communication I	63	Sales Promotion	64
Customer Services Communication	66	Advertising II	60
Introduction to Development Communication	49	Communication Research I	72
Advertising I	67	Behavior Change Communication	66
Human Relations	61	Organizational Communication	54

FOURTH YEAR

Course	Marks/Grade	Course	Marks/Grade
Business Negotiation	67	Advocacy	66
Change Management	62	Conflict Management	70
Communication Research II	69	Communication Management	63
Government Communication	61	Dissertation	72
Project Management I	69	Global Communication	52
Recruitment Communication	63	Project Management II	57

AWARD: BACHELOR OF ARTS (BUSINESS COMMUNICATION) DEGREE with CREDIT**YEAR: 2019****Y.D. Chilinde (Mrs)
FOR: PRINCIPAL**

Date and Official Stamp

This transcript is issued without correction or erasure whatsoever

