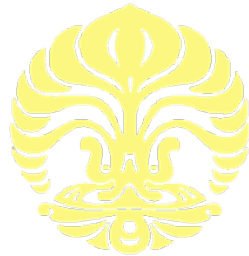


**STUDENT GUIDANCE BOOK**  
**(*BUKU PEDOMAN KERJA MAHASISWA*)**



**SUBJECT**

**ISLAMIC BUSINESS**

**(ECIE603002)**

**Study Program of Islamic Business**  
**Faculty of Economics and Business**  
**UNIVERSITAS INDONESIA**

**2016**

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## **PREFACE**

Subject plan is needed in implementing an active learning process in order to achieve all the learning objectives. This student guidance is important to guide students in learning process especially in an online learning process as students should be more independent and can manage themselves in learning the subject. Understanding learning objectives and learning process during the semester period is very important as there is no direct face to face class to remind about the step by step process. Students should also manage their schedule to meet the week to week activities.

Islamic Business is one of core subjects in Study Program of Islamic Business. This subject combines conceptual and technical knowledge as well as softskill capability. Therefore, students are expected to pay effort in both fields and finally have capability applying Islamic concept in managing a company or their own business.

Depok, October, 10<sup>th</sup>, 2016

Evony Silvino Violita

## CHAPTER 1. GENERAL INFORMATION

1. Studi Program : Islamic Business Program
2. Level : Undergraduate
3. Subject : Islamic Business
4. Subject code : ECIE603002
5. Semester : 4 (four)
6. Credit : 3 (three) credits
7. Prerequisite : Introductory of Business
8. Prerequisite to subject : Islamic Global Business
- 10 Learning methods :
  1. Small Group Discussion (SGD) : divide class into group of 4.
  2. Students are creating papers related to materials in Islamic business in order that they understand the Islamic business and learn the subject and gather information as many as they can.
  3. Case study: learning from real case experience
- 11 Subject description : This subject aims to support students to understand ethics and business management in Islamic perspective. Students are expected to explain factors underlying the business decision in Islamic perspective and to understand the way doing business according to Islamic shariah. This subject is discussing the concept of business, philosophy and ethics in business, how to form business organization and syarikah and management functions (marketing, human resources, finance, human resources, and contemporary issues). Through some cases and self searching, students are expected to learn more about the Islamic business practice and recent issues of business decision making.

## **CHAPTER 2. COMPETENCE AND LEARNING OBJECTIVES**

### **2.1. Competences (Terminal Learning Goals)**

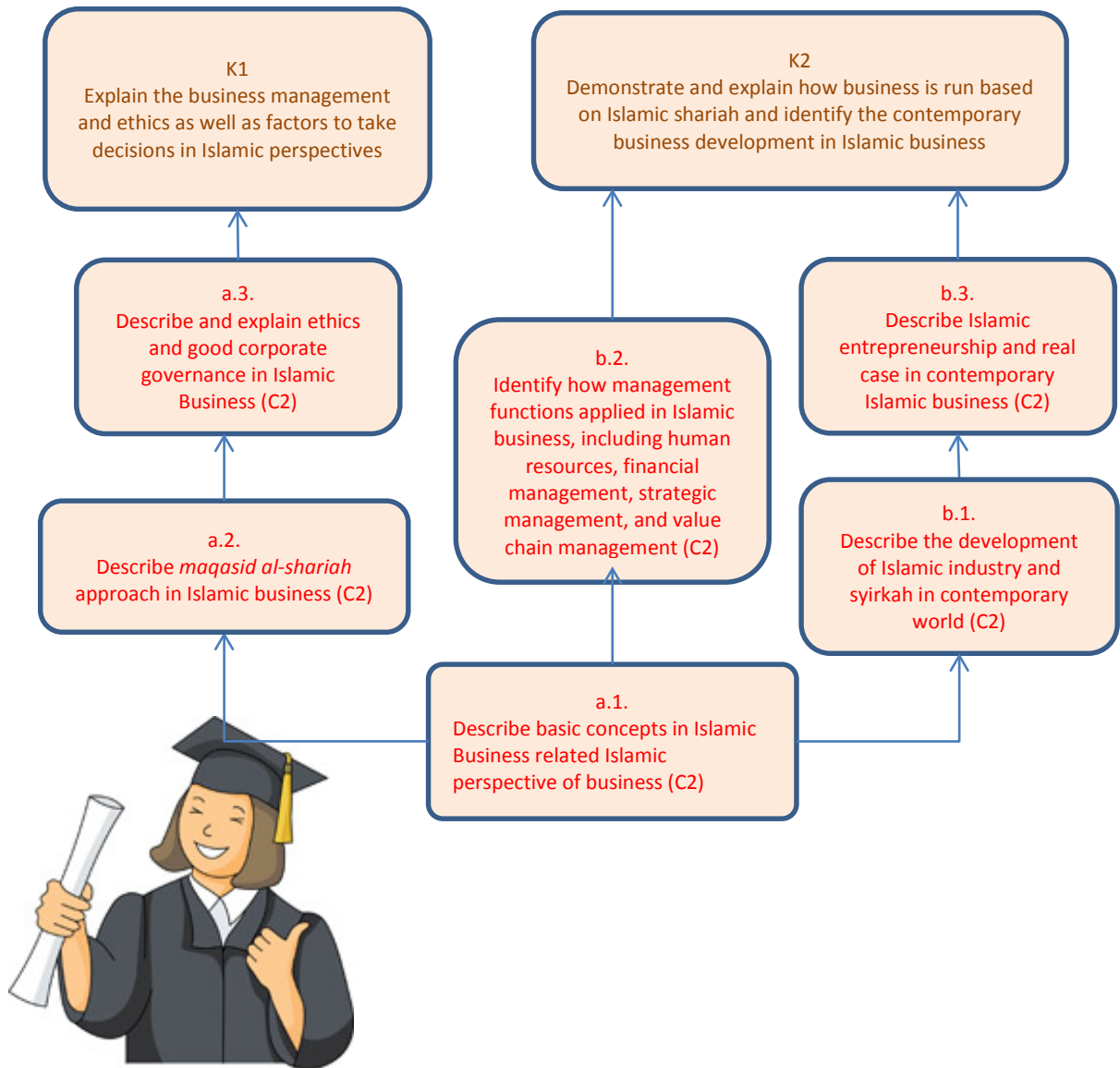
Upon completion of the subject, student will be able to:

1. Explain the business management and ethics as well as factors to take decisions in Islamic perspectives. (C3)
2. Demonstrate and explain how business is run based on Islamic shariah and identify the contemporary business development in Islamic business. (C3)

### **2.2. Subcompetency (Supporting Learning Objectives)**

1. Describe basic concepts in Islamic Business related Islamic perspective of business (C2)
2. Describe *maqasid al-shariah* approach in Islamic business (C2)
3. Describe and explain ethics and good corporate governance in Islamic Business (C2)
4. Describe syirkah and the development of Islamic industry (C2)
5. Identify how management functions applied in Islamic business, including human resources, financial management, strategic management, and value chain management (C2).
6. Describe Islamic entrepreneurship and real case in contemporary Islamic business (C2)

### 3. Mapping of Competency



## CHAPTER 3. MATERIALS AND REFERENCES

### 3.1. Competences, Materials, Time Estimation, and Reference

No .	Kompetency/Sub-kompetency	Contents	Sub-Contents	Time Estimation (jam)	Reference
1	a.1. Describe basic concepts in Islamic Business related Islamic perspective of business (C2)	<b>Basic Concepts of Shariah and Business</b>	<ul style="list-style-type: none"> <li>• Concept of shariah</li> <li>• Islamic World View</li> <li>• Relationship to God and Human in Islamic perspective</li> <li>• Approach of Islamic Law (shariah)</li> <li>• Qur'an and 'Amal</li> <li>• Basic Concept of Business in Islam</li> <li>• Islamic perspective of wealth</li> </ul>	3 x 50'	<b>MA:</b> chapter 2 (7-17), chapter 4 (29-39)
		<b>Concept of Business in Islamic Perspective</b>	<ul style="list-style-type: none"> <li>• Importance of Shariah in Business</li> <li>• Prohibited transactions in Islamic shariah</li> <li>• Freedom in Economy</li> <li>• Concept of 'Adl (Justice, Equilibrium, Equation)</li> <li>• Approved and Disapproved Business</li> </ul>	3 x 50'	<b>AJA:</b> chapter 1 (1-16); 50-52. <b>MA:</b> chapter 7 (75-100); chapter 8 (102-126)
2	a.2. Describe <i>maqasid al-shariah</i> approach in	<b>Approach of al-Maqasid</b>	<ul style="list-style-type: none"> <li>• Concept of wealth: maal, ownership, barakah, falah, rizk.</li> </ul>	3 x 50'	<b>MA:</b> chapter 5

	Islamic business (C2)	<b>syariah in Business</b>	<ul style="list-style-type: none"> <li>• Concept of Maslahah</li> <li>• Cycle and distribution of Wealth</li> <li>• Importance of <i>maqasid al-syariah</i> in business</li> <li>• Maintaining justice in Business</li> <li>• Principle of Equilibrium</li> <li>• Right to Own and to Earn</li> <li>• Transparence and Recording in Business</li> <li>• Develop and Invest Assets</li> <li>• Avoiding moral hazard</li> </ul>		(41-51); chapter 6 (53-73)  <b>AL:</b> chapter 4 (79-117)
3	a.3. Describe and explain ethics and good corporate governance in Islamic Business (C2)	<b>Ethics in Islamic Business</b>	<ul style="list-style-type: none"> <li>• Define, concept, and Coverage of Ethics</li> <li>• Factors that Influencing Ethics</li> <li>• Islamic Ethics</li> <li>• Islamic Business Ethics (IBE)</li> <li>• Ethics in Modern (Western) Business</li> <li>• Ethics of Related Party in Islamic Organization</li> </ul>	3 x 50"	<b>RIB:</b> 1-30 <b>MA:</b> chapter 9 (127-141) <b>AJA:</b> 63-72 <b>AL:</b> 301-318 <b>KA:</b> 314-327
		<b>Corporate Governance in Islamic Institution</b>	<ul style="list-style-type: none"> <li>• Importance of Social responsibility</li> <li>• Organization Ethics (Perspective of stakeholders-inlcuding environment)</li> <li>• Concept of social responsibility and corporate governance</li> <li>• Managing social responsibility</li> <li>• Concept of maslahah</li> </ul>	3 x 50"	<b>RIB:</b> 38-63



4	b.1. Describe syirkah and the development of Islamic industry (C2)	<b>Syarikah (Mushjharakah) in Contemporary World</b>	<ul style="list-style-type: none"> <li>• Law and History of Syirkah</li> <li>• Types of syirkah</li> <li>• Form of Islamic Syirkah in modern world</li> <li>• Syirkah in corporation</li> <li>• Musyarakah and Relation go real economic sector</li> </ul>	3x50'	<b>HM:</b> chapter 2-3(19-79) <b>HM:</b> <b>chapter 7</b>
		<b>Islamic Industry</b>	<ul style="list-style-type: none"> <li>• Halal Products</li> <li>• Islamic business Process</li> <li>• Islamic life style</li> <li>• Travel, food, clothing, and leisure industry</li> <li>• Islamic Business Process</li> </ul>	3x50'	<b>SGIER</b> <b>FAO</b>
	b.2. Identify how management functions applied in Islamic business, including human resources, financial management, strategic management, and value chain management (C2).	<b>Marketing Management in Islam</b>	<ul style="list-style-type: none"> <li>• How to Create Market</li> <li>• Basic Law of Practicing Marketing in Islamic Perspective</li> <li>• Marketing Mix in Islam (<i>Product, Price, Place, Promotion, people, process and physical</i>)</li> <li>• Promotion mix in Islam</li> </ul>	15 x 50"	
		<b>Financial Management in Islam</b>	<ul style="list-style-type: none"> <li>• Financial Instruments for Working Capital</li> <li>• Financial Instruments for Capital Budgeting</li> <li>• Financial Instruments for Capital Structure</li> <li>• Financial Management for Mikro Finance</li> </ul>		KA: part 3, Chapter 16, chapter 17
		<b>Human Resources</b>	<ul style="list-style-type: none"> <li>• Phylosophy of Human</li> </ul>		

		<b>Management</b>	Resources in Islam <ul style="list-style-type: none"> <li>• Human Resources Motivation</li> <li>• Managing Cultural Influence in an Organization</li> <li>• Wages</li> <li>• History of Leadership in Every Era</li> <li>• Leadership Model in Islam</li> </ul>	
		<b>Strategic Management</b>	<ul style="list-style-type: none"> <li>• Strategic Management in Islamic perspective</li> <li>• Culture and Strategic</li> <li>• Process of Strategic Decision Making</li> </ul> Case study (case will be taken from the book of Strategic Management from an Islamic Perspective – chosen by the lecturer)	YMA Ch. 9 SN-W Ch. 9 PSAK: 102
		<b>Value Chain in Islam</b>	<ul style="list-style-type: none"> <li>• Definition of Value Chain in Islam</li> <li>• Types of Value Chain in Islam</li> </ul>	
	b.3. Describe Islamic entrepreneurship and real case in contemporary Islamic business (C2)	<b>Entrepreneurship in Islam</b>	<ul style="list-style-type: none"> <li>• Islamic Spirituality and Entrepreneurship</li> <li>• Microproducer, Entrepreneur and the Business owner: Opportunity and Threat</li> <li>• From TQM to Quantum Quality</li> </ul>	<b>KA</b> Part 4 page 355-366  <b>KA</b> page 425-439

		<b>Managing Islamic Business (Guest Lecture through video conference)</b>	<ul style="list-style-type: none"> <li>• Experience in forming a new business and start focusing in Islamic business</li> <li>• Experience in implementing Islamic based management function</li> <li>• Threat and opportunities in Islamic industry</li> <li>• VC with guest lecturer</li> </ul>		
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## 3.2. Reference

### Required Readings:

1. Ahmad, Mushtaq ((1995), Business Ethics in Islam, The International Institute of Islamic Thought and The International Institute of Islamic Economics, Pakistan **(MA)**).
2. Ahmad,Khaliq (2008), Management from Islamic Perspective, Principles and Practice, International Islamic University Malaysia **(KA)**.
3. Ali, Abbas J. (2005), Islamic Perspectives on Management and Organization, Edward Elgar Publishing Ltd., Cheltenham, UK **(AJA1)**
4. Fontaine, Rodrigue, & K. Ahmad (2013), Strategic Management from an Islamic Perspective, Text and Cases, Wiley & Sons, Singapore **(FA)**.
5. Ali, Abbas J. (2014),-----, **(AJA2)**
6. State of the Global Islamic Economy Report 2015/2016, Thomson Reuters **(SGIER)**
7. General Guidelines for Use of the Term “Halal”, FAO **(FAO)**

### Supplementary Readings:

8. Hasanudin, H. Maulana dan H. Jaih Mubarak (2012), *Perkembangan Akad Musyarakah*, Kencana Prenada Media Group, Jakarta **(HM)**
9. Beekun, Rafiq Issa (1997), *Islamic Business Ethics*, The International Institute of Islamic Thought, Human Development Series No.2 **(RIB)**.
10. Lahsasna, Ahcene (2013), *Maqasid al-Shariah in Islamic Finance*, IBFIM, Kuala Lumpur **(AL)**.
11. Ahmad, Khaliq, Rafikul Islam, dan Yusof Ismail (2012), *Issues in Islamic Management: Theories and Practices*, IIUM Press, Selangor, Malaysia **(AII)**
12. Temporal, Paul (2011), *Islamic Branding and Marketing. Creating a Global Islamic Business* **(PT)**

## CHAPTER 4. LEARNING STAGES

Sub-competence*	Learning stages**			Learning media
	O (%)	E (%)	F (%)	
a.1	Students learn how the learning process is done using the guidance and some other format in the introduction of the SCeLE (20%) Lecturer deliver questions in SCeLE to online discuss in online (10%)	Doing class online discussion (50%)	Clarification from lecturer responding the forum discussion about: 1. basic sharian and Islamic business concepts 2. feedback to the discussion process 3. E-learning & e-tivities (20)	Books, modul, OL Forum, Ccomputer, Internet, presentation slides
a. 2	Students learn material attached at the SCeLE (20%) Lecturer deliver questions in SCeLE to online discuss in small group (SGD) (5%)	Active self learnings and online discussion in group (SGD), EL (55%)	Clarification from lecturer about maqasid al shariah (20%)	Books, modul, OL Forum, Ccomputer, Internet, presentation slides
a.3	Students learn material attached at the SCeLE (20%) Lecturer deliver questions in SCeLE to online discuss in small group (SGD) (5%)	Active self learnings and online discussion in group (SGD), EL (55%)	Clarification from lecturer about ethics and corporate governance in Islamic industry (20%)	Books, modul, OL Forum, Ccomputer, Internet, presentation slides
b.1	Students learn material attached at the SCeLE (20%) Lecturer deliver questions in SCeLE to online discuss in small	Active self learnings and online discussion in group (SGD), EL (55%)	Clarification from lecturer about management function in Islam (20%)	Books, modul, OL Forum, Ccomputer, Internet, presentation

	group (SGD) (5%)			slides
b.2	Students learn material attached at the SCeLE (20%) Lecturer deliver questions in SCeLE to online discuss in small group (SGD) (5%)	Active self learnings and online discussion in group (SGD), EL (55%)	Clarification from lecturer about Islamic industry and syirkah (20%)	Books, modul, OL Forum, Ccomputer, Internet, presentation slides
b.3	Students learn material attached at the SCeLE (20%) Students learn from entrepreneur's experience (40%)	Active self learnings and online discussion in group (SGD), EL (20%)	Clarification from lecturer about contemporary issues (20%)	Books, modul, OL Forum, Ccomputer, Internet, presentation slides

O=Orientation

E=exercise

F=feedback

\*\*Some methods in active learning: (1) contextual learning (CL) starts with some explanations from lecturer about the assignment and students go to find real case and other information and prepare report (2) Small group discussion (SGD) where students in groups discuss some problems handed-out and continued individually at home (3) E-learning (EL) uses internet and web browser.

## CHAPTER 5. ASSIGNMENT AND EXERCISE

### 5.1. Assignment Objectives (Ultimate Learning Objectives)

Upon completion this subject, students are expected to be able to:

1. Explain the business management and ethics as well as factors to take decisions in Islamic perspectives. (C3)
2. Demonstrate and explain how business is run based on Islamic shariah and identify the contemporary business development in Islamic business. (C3)

**Table of Assignments**

Sub-competency	Assignment	Coverage	Method	Time	Outcome
a1	individual	Week 1-week2	Self study	Week 2	Individual mindmap
a1-a2	Group discussion	Week 1 – week 3	Online discussion	Week3	Individual mindmap Group Short Report
a.3	Group discussion	Week 4-week5	Online discussion	Week5	Group Short Report Individual mindmap
a1-a3	Group discussion	Week 1-week 5	Online discussion	Week 8	Group paper 1
b.1	Group discussion	Week 6 – week 7	Online discussion	Week7	Group Short Report Individual Mindmap
b.2	Group discussion	Week 9 – week 13	Online discussion	Week 13	Group short report, Individual Mindmap
b.3	Group discussion	Week 14 – week 15	Online discussion	Week 15	Group short report, Individual Mindmap

b.2	Group discussion	Week 9 – week 13	Online discussion	Week 15	Group paper
b.2 - b.3	Individual report	Week 9 – week 15	Self search	Week 16	Individual Case study & presentation

## **5.2. Criteria of Assessment**

Assessment includes these criteria:

1. Small Group Discussion: (1) attitude (25), (2) discussion participation (25), (3) arguments (30), (4) openness (20)
2. Report of the discussion result: (1) introduction (10), (2) analysis (60), (3) conclusion (15), (4) grammar (15).
3. Case study: (1) completeness (10), (2) introduction (10), (3) analysis (50), (4) conclusion (15), (5) grammar (15)
4. Mindmapping: (1) structure (50), completeness (50),



## CHAPTER 6. EVALUATION

### 6.1. Final Evaluation

Assessment	% weight	intended learning outcomes to be assessed					
		a1	a2	a3	b1	b2	b3
continues assessment							
<b>GROUP</b>	<b>(40%)</b>						
Short report 1-5	20%	4%	4%	4%	4%	4%	
Paper	20%			10%		10%	
<b>INDIVIDUAL</b>	<b>(60%)</b>						
mindmap	15%	3%	3%	3%	3%	3%	
On-line quiz	15%	3%	3%	3%	3%	3%	
participation	15%	3%	3%	3%	3%	3%	
Case study +presentation slide	15%						15%

### 6.2 Guidance of Assessment

Some rubrics:

Form 1:Group discussion (individual)

No	Member	Attitude (Sensitivity)	(Participation)	Arguments	(Openness)
1					
2					

3					
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Form2: Mind-map (individual)

No	Member	Structure	<i>completeness</i>
1			
2			
3			

Form 3 : case study (individual)

No.	Name	Introduction	Analysis	Conclusion	Completeness	Structure
1.						
2.						
3						

Form 4: group short report

No.	Name	Introduction	Analysis	Conclusion	Structure
No	Member	Attitude ( <i>Sensitivity</i> )	( <i>Participation</i> )	Arguments	( <i>Openness</i> )
1					
2					
3					



## BAB 7. MATRICES OF ACTIVITIES

Session	Sub-competence	Learning stages			Sub-topics	Media technology	level	PIC
		O (%)	E (%)	F (%)				
1	a.1	30	50	20	<b>Basic Concepts of Shariah and Business</b> <ul style="list-style-type: none"> <li>• Concept of shariah</li> <li>• Islamic World View</li> <li>• Relationship to God and Human in Islamic perspective</li> <li>• Approach of Islamic Law (shariah)</li> <li>• Qur'an and 'Amal</li> <li>• Basic Concept of Business in Islam</li> </ul> Islamic perspective of wealth	OL Forum, Computer/Laptop, internet access	C2	Lecturer
2	a.1	25	55	20	<b>Concept of Business in Islamic Perspective</b> <ul style="list-style-type: none"> <li>• Importance of Shariah in Business</li> <li>• Prohibited transactions in Islamic shariah</li> <li>• Freedom in Economy</li> <li>• Concept of 'Adl (Justice, Equilibrium, Equation)</li> <li>• Approved and Disapproved</li> </ul>	OL Forum, Computer/Laptop, internet access	C2	Lecturer

					Business			
3	a.2	25	55	20	<b>Approach of Maqasid al-syariah in Business</b> <ul style="list-style-type: none"> <li>• Concept of wealth: maal, ownership, barakah, falah, rizk.</li> <li>• Concept of Maslahah</li> <li>• Cycle and distribution of Wealth</li> <li>• Importance of <i>maqasid al-syariah</i> in business</li> <li>• Maintaining justice in Business</li> <li>• Principle of Equilibrium</li> <li>• Right to Own and to Earn</li> <li>• Transparency and Recording in Business</li> <li>• Develop and Invest Assets</li> <li>• Avoiding moral hazard</li> <li>•</li> </ul>	OL Forum, Computer/Laptop, internet access	C2	Lecturer
4	a.3	25	55	20	<b>Ethics in Islamic Business</b> <ul style="list-style-type: none"> <li>• Define, concept, and Coverage of Ethics</li> <li>• Factors that Influencing Ethics</li> <li>• Islamic Ethics</li> <li>• Islamic Business Ethics (IBE)</li> <li>• Ethics in Modern (Western) Business</li> </ul> Ethics of Related Party in Islamic Organization	OL Forum, Computer/Laptop, internet access	C2	Lecturer
5	a.3	25	55	20	<b>Corporate Governance in Islamic Institution</b>	OL Forum, Computer/Laptop, internet	C3	Lecturer

					<ul style="list-style-type: none"> <li>• Importance of Social responsibility</li> <li>• Organization Ethics (Perspective of stakeholders-including environment)</li> <li>• Concept of social responsibility and corporate governance</li> <li>• Managing social responsibility</li> </ul> <p>Concept of masalah</p>	access		
6	b.2	25	55	20	<b>Islamic Industry</b> <ul style="list-style-type: none"> <li>• Halal Product</li> <li>• Islamic business Process</li> <li>• Islamic life style</li> <li>• Travel, food, clothing, and leisure industry</li> <li>• Islamic Business Process</li> </ul>	OL Forum, Computer/Laptop, internet access	C3	Lecturer
7	b.2	25	55	20	<b>Syarikah (Musyarakah) in Contemporary World</b> <ul style="list-style-type: none"> <li>• Law and History of Syirkah</li> <li>• Types of syirkah</li> <li>• Form of Islamic Syirkah in modern world</li> <li>• Syirkah in corporation</li> </ul> <p>Musyarakah and Relation go real economic sector</p>	OL Forum, Computer/Laptop, internet access	C3	Lecturer
8	<b>Submission of group paper of LO a1-a3.</b>							
9	b.1	25	55	20	<b>Marketing Management in Islam</b>	OL Forum, Computer/La	C3	Lecturer

					<ul style="list-style-type: none"> <li>• How to Create Market</li> <li>• Basic Law of Practicing Marketing in Islamic Perspective</li> <li>• Marketing Mix in Islam (<i>Product, Price, Place, Promotion, people, process and physical</i>)</li> <li>• Promotion mix in Islam</li> </ul>	ptop, internet access		
10	b.1	25	55	20	<b>Financial Management in Islam</b> <ul style="list-style-type: none"> <li>• Financial Instruments for Working Capital</li> <li>• Financial Instruments for Capital Budgeting</li> <li>• Financial Instruments for Capital Structure</li> <li>• Financial Management for Mikro Finance</li> </ul>	OL Forum, Computer/Laptop, internet access	C3	Lecturer
11	b.1	25	55	20	<b>Human Resources Management</b> <ul style="list-style-type: none"> <li>• Philosophy of Human Resources in Islam</li> <li>• Human Resources Motivation</li> <li>• Managing Cultural Influence in an Organization</li> <li>• Wages</li> <li>• History of Leadership in Every Era</li> </ul>	OL Forum, Computer/Laptop, internet access	C3	Lecturer

					<ul style="list-style-type: none"> <li>Leadership Model in Islam</li> </ul>			
12	b.1	25	55	20	<b>Value Chain in Islam</b> <ul style="list-style-type: none"> <li>Definition of Value Chain in Islam</li> <li>Types of Value Chain in Islam</li> <li></li> </ul>	OL Forum, Computer/Laptop, internet access	C3	Lecturer
13	b.1	25	55	20	<b>Strategic Management</b> <ul style="list-style-type: none"> <li>Strategic Management in Islamic perspective</li> <li>Culture and Strategic</li> <li>Process of Strategic Decision Making</li> </ul> <p>Case study (case will be taken from the book of Strategic Management from an Islamic Perspective – chosen by the lecturer)</p>	OL Forum, Computer/Laptop, internet access	C3	Lecturer
14	2.2.5	25	55	20	<b>Islamic Entrepreneurship</b> <ul style="list-style-type: none"> <li>Islamic Spirituality and Entrepreneurship</li> <li>Microproducer, Entrepreneur and the Business owner: Opportunity and Threat</li> </ul> <p>From TQM to Quantum Quality</p>	OL Forum, Computer/Laptop, internet access	C3	Lecturer
15	2.2.5	25	55	20	<b>Managing Islamic Business</b>	OL Forum, Computer/Laptop, internet access	C3	Lecturer



					<b>(Guest Lecture)</b> <ul style="list-style-type: none"> <li>- Experience in forming a new business and start focusing in Islamic business</li> <li>- Experience in implementing Islamic based management function</li> <li>- Threat and opportunities in Islamic industry</li> <li>- <b>Tentative: Ibu Ratih Savitri Ali (Wardah Cosmetic) or Hasya Amana (Sofyan Hotel)</b></li> </ul>	ptop, internet access		
16	<b>Submission of case study</b>							