

Introduction Session 01

Lecture Title: Welcome to 21 Academy



Lecturer: Mr Angelito Sciberras

Date: 3 October 2022

Undergraduate Diploma in
Business Administration



Connect to the wifi

21 Academy

Pass:3ducat10n





Tabaco Free Premises

Monday 3 October 2022

Introductions
The Academy

Saturday 8 October 2022

Staying in Malta

Wednesday 12 October 2022

The Study Programme
Assignments
Presentations
Reflective Diary





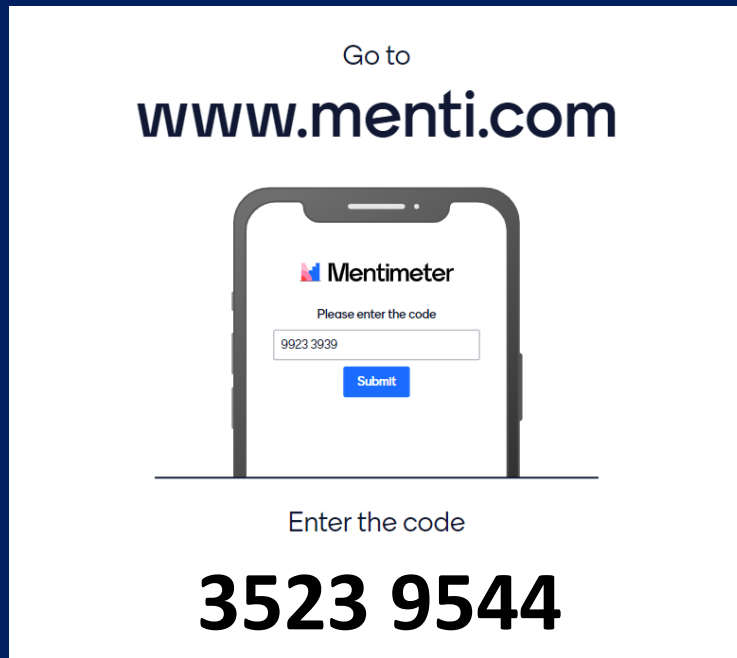
WhatsApp Group

- *Academy can organise a group which you will be added to for the duration of the study programme*
- *Used for urgent communication by the Academy*
- *Can be used for participants to discuss and ask questions to each other or with the Academy*
- *Others in the group will have access to your mobile number*
- *Do you want to be part of this group? - Fill in the form*
- *DO NOT share personal data in the group*





THE
ICEBREAKER



1. Where are you living in Malta?

2. Which city are you from?

3. Education/Work experience

4. Which is your favourite dish?

5. Which is your favourite sport?

Undergraduate Diploma in Business Administration

1. Naxxar

2. San Gwann

3. MBA/Head of Academy

4. Fried Rabbit

5. Formula 1 & Football





A screenshot of a digital timer interface. At the top, the time '15.00' is displayed in large black digits. Below the display are three buttons: 'Start', 'Stop', and 'Reset'. To the right of these buttons are input fields for 'mins: 15' and 'secs: 0', followed by the text 'type:'. Below the 'type:' text is a dropdown menu currently showing 'None'. At the bottom left, there is a red alarm clock icon and the text 'Breaktime for PowerPoint by Flow Simulation Ltd.'. At the bottom right, there is a checkbox labeled 'Pin controls when stopped' which is checked.



Angelito Sciberras

- *Worked in the Health Care, Journalism, Marketing, Sports, and Administration fields.*
- *Vast experience in Human Resources, Customer Care and Event Management.*
- *Developed and delivered training programmes for employees in the IT field and in Data Privacy particularly GDPR.*
- *Director at Advisory 21.*
- *Advises on data privacy and lectures at the University of Malta on the subject.*
- *Acts as an external Data Protection Officer to a number of Public Authorities and private organisations.*
- *August 2021, appointed as a member of the Maltese Electoral Commission.*
- *Co-authored the book GDPR for HR Professionals which was published in May 2018.*
- *Master in Business Administration from the University of Suffolk.*



Rachel Cassar

- *Worked in Business Administration in a number of different sectors including Finance, IT and Insurance.*
- *Vast experience in Customer Care and managing of projects and events.*
- *Director of Studies at 21 Academy.*
- *Member of JCI Malta, a Leadership NGO.*
- *Active in voluntary organisations since the age of 16, holding several roles including that of National President of JCI Malta in 2017 and roles within JCI on a European Level in 2018, 2019 and 2022.*
- *Experience writing funding applications, running Erasmus+ Funded projects and organising conferences and events.*
- *Degree in European Studies,*
- *Master in Creativity and Innovation*
- *Master in Business Administration..*



Paul Borg

- *Experience in business and administration.*
- *Worked in the banking sector and helped run his family's business for almost three decades.*
- *Pursued legal and humanistic studies at the University of Malta.*
- *Paul volunteers for various social organisations dealing with the well-being of those in need.*
- *Experience serving on government boards at the Malta Racing Club and Sport Malta.*
- *He likes to read, collects vintage toys and writes short novels and blog posts about custom and society, food, music and childhood memories.*



21 Academy

“

to provide opportunities for its clients and students to enhance their knowledge of their specific industry related issues, learn new skills which are increasingly necessary to handle today's challenges, and to understand better their full potential

”



21 Academy

- Founded: 2018
- Licence No.: 2018-017
- Ownership: Advisory 21 Ltd.
- Company No.: C81866
- Head of Academy: Mr. Angelito Sciberras
- Website: www.21academy.education



Advisory 21 Ltd



Advisory 21 Ltd

“

*Our business
is your future*

”



Advisory 21 Ltd



Data Protection & Data Privacy

Management of Funded Projects

Debt Collection



21 Academy



DIPLOMA IN LAW (MALTA)

Enhance Your Career
MQF Level 5
60 ECTS
Delivered in 18 months
Evening Sessions

www.21Academy.education

The advertisement for the Diploma in Law (Malta) features a circular image of graduates in black gowns and caps. The text is arranged in a clean, professional layout with a blue and white color scheme.

The Impact of Cannabis use liberalisation on the workplace

Webinar
2 March 2022

www.21Academy.education

The webinar advertisement has a dark background with an orange circle on the left. It includes a circular image of a hand holding a cannabis leaf. The text is clear and concise, providing the topic and date of the webinar.

21 Academy

Course

Online Sessions

Data Protection Officer

Data Protection Officer/Lead

www.21academy.education ☎ 2099 5486

The Data Protection Officer course advertisement features a dark background with a yellow and white geometric design. It includes a small image of the European Union flag. The text is bold and easy to read.

FREE WEBINAR

Our Next Free Webinar will be announced soon

Date & Time to be announced soon

JOIN US!

www.21academy.education

The free webinar advertisement has a dark blue background with a glowing network diagram. It includes a 'FREE WEBINAR' banner and a 'JOIN US!' button. The text is white and stands out against the dark background.

21 Academy



21 Academy



21 Academy

- All Courses delivered by the Academy to date have been designed by the Academy and accredited by the Malta Further and Higher Education Authority.
- The Academy has been licensed as a Higher Education Institution to deliver both face to face and online education
- All courses have been designed to be delivered in English and have been accredited for both online and face to face delivery
- Study Programmes designed and delivered
 - Master
 - Diploma
 - Awards at 5 to 7 EQF Level



21 Academy

Fields:

- Banking
- Business Administration
- Compliance
- Education (Educators)
- Finance
- Gaming
- Human Resources
- Information Technology
- Law



21 Academy

Student Population:

2021/22

- 18 Diploma
- 50 Awards
- 30 Non-Accredited DPO Course
- 165 Monthly webinars

2022/23 (expected)

- 15 Masters
- 75 Diploma
- 75 Awards
- 30 Non-Accredited DPO Course
- 195 Monthly webinars



21 Academy

Academic Staff

- The tutors delivering courses and training are professionals in their respective fields and have been delivering training for a number of years.
- Our Academic staff include reputable local public figures such as former EU Commissioner Prof Tonio Borg among others.
- A list of all our current academic staff is available [here](#).



21 Academy



Masters
in Human Resources
Management

MQF Level 7
90 ECTS

Malta 2 years 8 Modules

License No. 2018-017
Higher Education Institution

www.21academy.education

The poster features a collage of images related to business and education, including people in meetings, a hand pointing at a laptop, and a graduation cap. The 21 Academy logo is prominently displayed at the bottom right of the poster.

Flagship Study Programmes: Masters

Target Group:
Delivery:

Third Country Nationals
In-Class



21 Academy

**DIPLOMA
IN
LAW (MALTA)**

Evening Online Sessions
MQF Level 5 60 ECTS

License No. 2018-017
Higher Education Institution

www.21Academy.education

Flagship Study Programmes: Diploma

Target Group:
Delivery:

Locals
Online



21 Academy



UNDERGRADUATE
DIPLOMA

BUSINESS
ADMINISTRATION

Enhance Your Career
MQF Level 5
60 ECTS
Delivered in 12 months
Saturday Sessions

www.21Academy.education

The graphic features a central circular image of three business professionals in a meeting. The text is arranged in a clean, modern layout with a blue and white color scheme. A small 21 Academy logo is positioned in the bottom right corner of the graphic.

Flagship Study Programmes: Diploma

Target Group:
Delivery:

Third Country Nationals
In-Class



21 Academy



Course

Online Evening Sessions

Award in
Payroll Fundamentals

MOF Level 5 (4 ECTS) Get 70% of your course fee back

www.21academy.education ☎ 2099 5486

21
ACADEMY

MQE

License No. 2018-037
Higher Education Institution

Flagship Study Programmes: Awards

Target Group:

Locals

Delivery:

Online



**UNDERGRADUATE
DIPLOMA**

**BUSINESS
ADMINISTRATION**



Enhance Your Career

*MQF Level 5
60 ECTS*

Delivered in 12 months



www.21Academy.education



- *MQF Level 5, 60 ECTS*
- *6 Modules (Exit Awards - 8 ECTS) - Certificate for Each*
- *1 Dissertation*



Undergraduate Diploma in Business Administration

8	Doctoral Degree	
7	Master's Degree Post-graduate Diploma Post-graduate Certificate	
6	Bachelor's Degree	
5	Undergraduate Diploma Undergraduate Certificate	VET Higher Diploma Foundation Degree
4	Matriculation Certificate Advanced Level Intermediate Level	VET Diploma (iv)
3	General Education SEC Grade 1-5	VET Level 3 (iii)
2	General Education Level 2 SEC Grade 6-7	VET Level 2 (ii)
1	General Education Level 1 School Leaving Certificate	VET Level 1 (i)
B	Introductory Level B*	
A	Introductory Level A*	



ECTS (European Credit Transfer System)

Diploma - 60 ECTS

*1 ECTS = 25 Learning Hours
minimum of 5 contact hours*

*Diploma - 1,500 Learning Hours
- minimum 300 contact hours*



This Undergraduate Diploma - 60 ECTS

300 contact hours

1,108 self study hours

22 supervised hours

70 assessment hours



- *Lecture Days*

- *Wednesdays* *17.30 to 20.30*
- *Saturdays* *09.00 to 17.00*
- *Mondays* *09.30 to 12.30*

- *Holiday periods*

- *Christmas*
- *Easter*
- *Summer*



Lecturers

- *Mr Angelito Sciberras – Creating a Business*
- *Mr Antoine Portelli – Financial Analysis*
- *Mr John Muscat Drago - Human Resource Management*
- *Mr Angelito Sciberras – Marketing and Research*
- *Ms Rachel Cassar - Strategic Management*
- *Mr Angelito Sciberras - Managing data and its implications*



Lecturers



Rachel Cassar



John Muscat Drago



Antoine Portelli



Angelito Sciberras



Delivery

- *In-Class*
- *21 Business Centre, Naxxar*





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