

CORPORATE AND ACADEMIC SERVICES

MODULE SPECIFICATION

Part 1: Basic Data					
Module Title	Managing People (Business, International and Management)				
Module Code	UMPD78-30-2	Level	2	Version	1.2
Owning Faculty	FBL	Field	HRM		
Contributes towards	BA (Hons) Business Management; BA (Hons) Business Management (Leadership, Change and Organisations); BA (Hons) Business and Human Resource Management; BA (Hons) International Business				
UWE Credit Rating	30	ECTS Credit Rating	15	Module Type	Standard
Pre-requisites	None		Co- requisites	None	
Excluded Combinations	UMPD79-30-2; UMPD7D-30-2 UMPDH-30-2		Module Entry requirements		
Valid From	September 2013		Valid to		

CAP Approval Date	QMAC December 2011
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Part 2: Learning and Teaching	
Learning Outcomes	<p>On successful completion of this module students will:</p> <ul style="list-style-type: none"> - Understand the nature of contemporary people management in its broader context (including product markets, business strategy, labour markets, organisations, occupational structures, industry sector and national business systems) (Component A and B) - Understand the contemporary employment relationship and its constituent elements (Component A and B) - Critically assess core concepts and contemporary practice in HRM, including reward and performance management, employee involvement and resourcing (Component A and B) - Apply theory and 'real-life' practice in HRM, and understand the role of line managers in enacting HRM policies and practices (Component A and B) - Understand critical HRM concerns, including ethical decision-making and managing diversity (Component A and B) - Appreciate good practice and start to develop competence in a range of people management and employability skills including interview, conducting performance appraisals and handling workplace grievance (Component A and B) - An understanding and appreciation of the meaning of acquired skills in a work context, of those skills of most valued by graduate employers and how these skills are developed in their studies and other contexts (Component B).

	<p>In addition the educational experience may explore, develop, and practise <u>but not formally discretely assess</u> the following:</p> <ul style="list-style-type: none"> • Skills in independent learning, group work, critical evaluation, critical self-reflection, discussion and debate • The ability to make informed decisions about their immediate future, whether a third year work placement or entering post-graduation employment or further study. • The ability to recognize and articulate their skills, qualities and attributes (for example, in a high quality graduate CV or interviews) in a way which is meaningful to employers
Syllabus Outline	<ul style="list-style-type: none"> • The contemporary employment relationship • HRM, Strategy and Organisational Performance • The Context of HRM • People Resourcing • Managing Employee Performance • Managing Employee Reward • Human Resource Development • Employment Relations • HRM, Equality and diversity • The Changing Nature of Careers • Managing Workplace Conflict • Work and Wellbeing
Contact Hours/Scheduled Hours	<p>Module delivery will be based on 6 hours of scheduled learning and teaching activities per teaching week. This will consist of:</p> <ul style="list-style-type: none"> - Two weekly hour-long lectures for the delivery of core syllabus concepts, theory and organisational 'good practice'; in HRM - A weekly one hour tutorial for the exploration and application of core syllabus concepts to case study material through problem-based learning - A two hour 'essential management skills' workshop - A one hour employability/graduate careers session to aid preparation for placement application, promote early career planning and introduce students to placement and wider employability opportunities (including through employer presentations)
Teaching and Learning Methods	<p>The module is organised thematically with each week's teaching contributing to a holistic understanding of an operational aspect of HRM or a critical issues in managing people. This horizontal integration of the various elements of the module will ensure that students are made aware of the linkages from theory to 'real-life' application to (individual) practice. The integration of placements preparation as a strand of activity will not only assist in the placement application process but also develop students' awareness of the organisational context of HRM via employer engagement.</p> <p>Scheduled learning includes lectures (24 hours), tutorials (12 hours) and skills workshops (24 hours)</p> <p>Independent learning includes approximately 230 hours engaged with essential reading, tutorial preparation completion of coursework assignments and exam revision.</p> <p>Placement learning: Placement preparation, including employer presentations (12 hours)</p> <p>Extensive use will be made of Blackboard for guided independent study work; to</p>

support students' learning; to facilitate interactions between students e.g. for group project work, and as a repository for students' own work thereby promoting a sense of learning community. Students will also be directed towards the University Library online Study Skills resources for the development of skills appropriate to the level and style of the module. In addition a number of e-learning resources will also be used, including:

- The MySkills Study Skills website at <http://www.uwe.ac.uk/library/resources/hub/>
- Skills4study (s4s) as part of the MySkills resource [Academic reading and note making; Critical thinking; Academic writing; Referencing and plagiarism]
- iSkillzone <http://iskillzone.uwe.ac.uk>

Key Information Sets Information

Key Information Sets (KIS) are produced at programme level for all programmes that this module contributes to, which is a requirement set by HESA/HEFCE. KIS are comparable sets of standardised information about undergraduate courses allowing prospective students to compare and contrast between programmes they are interested in applying for.

Key Information Set - Module data				
Number of credits for this module				
				30
Hours to be allocated	Scheduled learning and teaching study hours	Independent study hours	Placement study hours	Allocated Hours
300	60	228	12	300

The table below indicates as a percentage the total assessment of the module which constitutes a -

Written Exam: Unseen written exam, open book written exam, In-class test

Coursework: Written assignment or essay, report, dissertation, portfolio, project

Practical Exam: Oral Assessment and/or presentation, practical skills assessment, practical exam

Please note that this is the total of various types of assessment and will not necessarily reflect the component and module weightings in the Assessment section of this module description:

Total assessment of the module:	
Written exam assessment percentage	25%
Coursework assessment percentage	75%
Practical exam assessment percentage	0%
	100%

Reading Strategy

All students are expected to make full use of the print and electronic resources available to them through membership of the University. These include a range of electronic journals and a wide variety of resources available through web sites and information gateways. The University Library's web pages provide access to subject relevant resources and services, and to the library catalogue. Many

	<p>resources can be accessed remotely. Support will be provided in developing the necessary information literacy and information technology skills necessary to access required materials.</p> <p>By necessity students will need to develop as autonomous learners and will be actively encouraged to develop information skills to enable them to identify, retrieve and evaluate relevant sources of information.</p> <p>Essential reading – The essential reading for this module is contained in the set text for this module. This core text is available in print and as an e-book through the UWE library:</p> <p>Wilton, N. (2013) <i>An Introduction to Human Resource Management</i>, 2nd Edition, London: Sage</p> <p>This textbook also has a companion website (www.uk.sagepub.com/wilton) which provides additional learning support material.</p> <p>Further reading – Students will be advised of further reading that is desirable and further develops knowledge and understanding of a specific topic. In addition, students will be encouraged to engage in independent research and wider reading in completion of the assessment for this module. Additional reading material will be made available to students during the course of the module via Blackboard. The essential and suggested readings provide a baseline of sources that students should go beyond in their assessment research.</p>
Indicative Reading List	<p>The indicative reading list below contains a range of textbooks which are available through the university library and which will help students to develop their knowledge beyond the immediate coverage of each session and its associated reading. All texts are available in the UWE library. This list is subject to update in each year's module handbook and is to be supplemented with academic journal articles.</p> <p>Beardwell, J. & Claydon, T. (2010) <i>Human Resource Management: a contemporary approach</i> (6th edition), Harlow: FT Prentice Hall</p> <p>Gillmore, S and Williams, S (2012) <i>Human Resource Management</i>, 2nd edition, Oxford: Oxford University Press</p> <p>Horn, R. (2009) <i>The Business Skills Handbook</i>, London: CIPD</p> <p>Marchington, M. and Wilkinson, A. (2012) <i>Human Resource Management at Work</i> (5th edition), London: CIPD</p> <p>Martin, J. (2010) <i>Key Concepts in Human Resource Management</i>, London: Sage Publications</p> <p>Pilbeam, S. and Corbridge, M. (2010) <i>People Resourcing: Contemporary HRM in Practice</i> (4th Edition), Harlow: FT Prentice Hall</p> <p>Price, A. (2011) <i>Human Resource Management</i> (4th edition), London: Thomson Learning</p> <p>Redman, T. and Wilkinson, A. (2008) <i>Contemporary Human Resource Management: Text and Cases</i> (3rd edition), Harlow: FT Prentice Hall</p> <p>Taylor, S. (2008) <i>People Resourcing</i> (4th edition). London: CIPD</p> <p>Thompson, N. (2009) <i>People Skills</i> (3rd Edition), Basingstoke: Palgrave Macmillan</p> <p>Torrington, D., Hall, L. and Taylor, S. (2011) <i>Human Resource Management</i> (8th edition), Harlow: FT Prentice Hall</p> <p>Watson, G and Reissner, S. (2010) <i>Developing Skills for Business Leadership</i>, London: CIPD</p>

Assessment Strategy	<p>The assessment strategy adopted on this module is designed to assess students' critical understanding of the theoretical and applied dimensions of contemporary HRM and their reflective understanding of the skills required in managing people. Opportunities for formative assessment and interim feedback are built into module delivery (for example, in the case study tutorials and skills workshops).</p> <p>There are two components to the summative assessment for this module:</p> <p>COMPONENT A:</p> <ul style="list-style-type: none">Summative exam to assess students understanding of key concepts and processes in HRM and their utilisation in practice. <p>COMPONENT B: This component has four elements:</p> <ul style="list-style-type: none">Element 1: Academic essay of approximately 2000 words to assess understanding of underlying theoretical principles in HRM practice, a demonstrable awareness of the literature in the field of study, evidence of independent research and good academic practiceElement 2: Submission of an 'employability' portfolio/'CV' designed to reflect the acquisition of key graduate competencies and engagement with researching graduate/placement opportunitiesElement 3/4: A portfolio based on active and reflective engagement with the management skills workshops and their relationship with students' developing employability.		
Identify final assessment component and element		Component A	
% weighting between components A and B (Standard modules only)		A:	B:
		25%	75%
First Sit			
Component A (controlled conditions) Description of each element		Element weighting (as % of component)	
1. Exam (2 hours)		100%	
Component B Description of each element		Element weighting (as % of component)	
1. Essay (2000 words)		53%	
2. Employability and graduate careers CV		14%	
3. Reflective skills portfolio part 1		11%	
4. Reflective skills portfolio part 2		22%	
Resit (further attendance at taught classes is not required)			
Component A (controlled conditions) Description of each element		Element weighting (as % of component)	
1. Exam (2 hours)		100%	
Component B Description of each element		Element weighting (as % of component)	
1. Portfolio activities		100%	
If a student is permitted an EXCEPTIONAL RETAKE of the module the assessment will be that indicated by the Module Description at the time that retake commences.			