



MODULE SPECIFICATION

| Part 1: Information | | | |
|---------------------------|-----------------------------------|--------------------|----------------------|
| Module Title | Introduction to Management | | |
| Module Code | UMODL7-15-1 | Level | Level 4 |
| For implementation from | 2020-21 | | |
| UWE Credit Rating | 15 | ECTS Credit Rating | 7.5 |
| Faculty | Faculty of Business & Law | Field | Organisation Studies |
| Department | FBL Dept of Business & Management | | |
| Module Type: | Standard | | |
| Pre-requisites | None | | |
| Excluded Combinations | None | | |
| Co-requisites | None | | |
| Module Entry Requirements | None | | |
| PSRB Requirements | None | | |

| Part 2: Description |
|---|
| <p>Educational Aims: The aim of the module is to contextualise within their own practice key elements of management of others and of self.</p> <p>Outline Syllabus: The syllabus will include learning contracts to ensure that students are in a collaborative, supportive relationship with a mentor in their respective workplaces.</p> <p>Theories of learning</p> <p>Learning styles</p> <p>Production of managerial knowledge – the rise of management ideas and concepts</p> <p>Organisations in the 21st Century: The history of organisational life and new forms of organising in the contemporary world</p> <p>Emotional intelligence</p> <p>Motivation - personal and of others</p> |

STUDENT AND ACADEMIC SERVICES

Management skills – managing and leading self and others, working in groups and teams, understanding and navigating through organisational interests and politics, developing power and working with resistance

Academic skills - essay writing, use of library resources, plagiarism avoidance, etc

Information literacy – searching for and evaluating information in management research

Introduction to critical thinking

Reflective writing

Teaching and Learning Methods: The module will typically be studied on a day release basis, although employer preference may dictate a different delivery pattern. Contact time per module will equate to 3 hours per week over a 12 week teaching block.

There is a focus on flipped delivery supported by technology, here the delivery of core theoretical concepts moves from the classroom into the online space and face to face sessions focus on collaborative learning, sense making and sharing of experiences. Post session (face to face) online activities help the student to apply their learning to the context of their organisation and personal and professional development.

The module will use a mixture of whole group teaching and small group work. Students will be expected to prepare for the seminar activities and clear guidance will be given on the content of that preparation within the module handbook.

This module will enable the student to explore the management of self and others within their own workplace. This course will adopt participative class lectures, case assignments, in-class exercise, group project/presentation and class participation as methods of learning. The workshops/seminars will provide facilitation supporting the student and developing their ability to enquire, thereby deepening their knowledge and understanding of self and the topic being explored. The workshops/seminars will introduce themes and take a reflective approach, utilising inquiry and problem solving activities based around their own experiences.

This module is centred on students 'learning by doing' and the emphasis is located on problem-posing learning rather than rote teaching. The specific teaching and learning methods of this module are grounded in the principles and practice of action learning. The approach will be developmental and students will be expected to make a substantial contribution to the content and conduct of the module.

Scheduled learning may include lectures, seminars, tutorials, project supervision, demonstration, practical classes and workshops; fieldwork; external visits; work based learning; supervised time in studio/workshop.

Independent learning includes hours engaged with essential reading, case study preparation, assignment preparation and completion etc. These sessions constitute an average time per level as indicated in the table below. Scheduled sessions may vary slightly depending on the module choices you make.

Part 3: Assessment

The aim of the module is to place the learning in the context of the student's own organisation and their own experiences therein.

Assessment is through a single component, (2,000 words) which requires students to produce a written report (1500 words) and reflect on their development in this subject (5000 words)

| First Sit Components | Final Assessment | Element weighting | Description |
|----------------------------------|------------------|-------------------|---|
| Written Assignment - Component A | ✓ | 100 % | Written coursework including personal reflection (2000 words including 500 words personal reflection) |

STUDENT AND ACADEMIC SERVICES

| Resit Components | Final Assessment | Element weighting | Description |
|----------------------------------|------------------|-------------------|---|
| Written Assignment - Component A | ✓ | 100 % | Written coursework including personal reflection (2000 words of which 500 words is personal reflection) |

| Part 4: Teaching and Learning Methods | | |
|---------------------------------------|--|------------------|
| Learning Outcomes | On successful completion of this module students will achieve the following learning outcomes: | |
| | Module Learning Outcomes | Reference |
| | Show the importance of an awareness of self and of others | MO1 |
| | Develop a range of skills both academic and practical in managing the student's role within the university to underpin progress through the programme | MO2 |
| | Develop information literacy and critical thinking skills and the ability to identify, and evaluate relevant literature | MO3 |
| | Identify and understand the behaviours, structures and processes that are part of everyday life in organisations and evaluate the taken-for-granted assumptions about the working world | MO4 |
| | Develop an essential understanding of the basic theories relevant to the management of work organisation and identify and understand the limitations inherent within these theories | MO5 |
| | Apply management skills and ideas to analyse their own practice and that of others in their organisations | MO6 |
| Contact Hours | Independent Study Hours: | |
| | Independent study/self-guided study | 114 |
| | Total Independent Study Hours: | 114 |
| | Scheduled Learning and Teaching Hours: | |
| | Face-to-face learning | 36 |
| | Total Scheduled Learning and Teaching Hours: | 36 |
| | Hours to be allocated | 150 |
| | Allocated Hours | 150 |
| Reading List | <p>The reading list for this module can be accessed via the following link:</p> <p>https://rl.talis.com/3/uwe/lists/13F48CFA-A76A-7BBC-F987-F4CDC965B0DE.html</p> | |

| Part 5: Contributes Towards |
|--|
| This module contributes towards the following programmes of study: |