ACADEMIC SERVICES

PROGRAMME SPECIFICATION

Part 1: Basic Data	
Awarding Institution	University of the West of England
Teaching Institution	University of the West of England
Delivery Location	University of the West of England Kaplan Holborn College (Accelerated Delivery) Marketing Institute of Singapore Training Centre (MISTC) International University, Vietnam Villa College, The Maldives National Economics University, Vietnam (NEU)
Faculty responsible for programme	Faculty of Business & Law
Department responsible for programme	Business and Management
Modular Scheme Title	Bristol Business School Undergraduate Scheme
Professional Statutory or Regulatory Body Links	
Highest Award Title	BA (Hons) Business and Management (SW) BA (Hons) Business and Management (FT).
Default Award Title	*n/a*
Fall-back Award Title	*n/a*
Interim Award Titles	BA Business and Management (SW) BA Business and Management (FT) DipHE Business and Management CertHE Business and Management
UWE Progression Route	
Mode(s) of Delivery	Sandwich, Full-time

Codes	**UCAS:** N100		**JACS:**
	ISIS2: N120 N120(SW), N10013 (FT), N1D13 (Dual) N12H MIS (FT/PT), N12G Int Uni (FT/PT), N10D13 (FT) (accelerated delivery) N12R(SW), N12R13(FT) (Villa College) N12F(SW NEU), N12F13 (FT NEU)N12E (SW Danang), N12E13 (FT Danang)		**HESA:**

Relevant QAA Subject Benchmark Statements	General Business & Management		
First CAP Approval Date	26 July 2012	Valid from	September 2014
Revision CAP Approval Date	*3 June 2015*	Revised with effect from	September 2015
Version	4		
Review Date	September 2018		

Part 2: Educational Aims of the Programme

The B.A (Hons) Business and Management offers students a current and integrated business education covering the main disciplines and operational areas of business. The curriculum aims to challenge students in their ways of thinking, behaving, learning, and issues of ethics & ethical decision making, sustainability and global citizenship are embedded throughout. The programme actively seeks input from the external environment and student learning is grounded in the external context wherever appropriate through, e.g. external speakers; assessments that require students' opportunities to test out concepts in practice and reflections on own experience of organisations. In addition, all students are encouraged by the curriculum into actively pursuing work experience of some sort i.e. via placement, internship, or volunteering. Student achievement is supported by a clear personal development strand of transferable skills and 'brain habits' over all three levels that facilitates the transition into Higher Education and which underpins employability and lifelong learning.

The programme aims to enable students to:

- acquire a critical understanding of organisations, their management and the changing external environment in which they operate;
- be equipped with the employability attributes and skills necessary for a career in business and management;
- develop an analytical and enquiring approach in the analysis of business problems so that considered and appropriate conclusions are drawn – which can be communicated effectively in a variety of forms;
- have an informed understanding of critical contemporary business issues and theoretical debates, including ethics & ethical decision-making, sustainability and global citizenship;
- work with academic theory in practice;
- develop a strong sense of self and the life-long learning skills to make an ongoing contribution to society at large.

Programme requirements for the purposes of the Higher Education Achievement Record (HEAR)

This course provides a comprehensive business education, equipping students with the business knowledge and skills for a successful career in a complex business world. It offers the broadest range of modules, ensuring a breadth of knowledge to support students in their future career aspirations. Successful completion of the programme requires students to be independent, analytical and critical. It requires them to work effectively within diverse teams and demonstrate strong information literacy, a spirit of enquiry and to be reflective in practice. It will also require a broad theoretical and practical knowledge of a broad range of business functions and the broader international business environment.

Part 3: Learning Outcomes of the Programme

The award route provides opportunities for students to develop and demonstrate knowledge and understanding, qualities, skills and other attributes in the following areas:

The Learning Outcomes should be set out under the following four headings:
A. Knowledge and Understanding (subject specific)
What a student, on successful completion of the proposed programme (or at different stages within it) is expected to know and understand about the subject.

B. Intellectual Skills (generic)
Those cognitive skills which a student is expected to be able to demonstrate upon successful completion of the proposed programme, eg critical thinking, analysis, synthesis of different types of information, evaluation, problem solving, application and testing of hypotheses, etc.

C. Subject/Professional/Practical Skills (subject specific)
Any subject specific, professional or practical skills which are expected to be developed by a student successfully completing the programme. They may include skills of manipulation or observation (eg in a laboratory or field setting), design, production, or may be related to researching (a topic or problem), using and processing information or analysing textual content etc.

D. Transferable Skills and other attributes (generic)
An indication of the generic skills which successful completion of the programme is likely to enhance, eg key skills of numeracy, communication, ability to use information technology and learning to learn.

Where work-based or work-place learning is an intended part of the proposed programme, the team will need to ensure that the learning outcomes are clearly articulated and contribute to the overall aims of the programme,

Part 3: Learning Outcomes of the Programme

Learning Outcomes:	UMAD4U-15-1	UMED8A-15-1	UMOD63-15-1	UMKD6J-15-1	UMCD9G-30-1	UMCD9K-30-1	UMPD78-30-2	UMAD5H-15-2	UMSD7R-15-2	UMCDTX-30-2	UMMD7K-15-2	UMSD7T-15-3	UMOD68-30-3	L 3 Projects
A) Knowledge and understanding of:														
The global business environment		x							x					
The nature of markets and customers and the role of marketing.				x										
The use of accounting and the sources, uses and management of finance.	x							x						
The nature of organisations, work and management			x		x	x	x						x	
The management and development of people			x				x							
The management of resources and operations											x	x		
The management of information systems and use of communication and information technology					x	x				x	x			
Business policy and strategy									x		x	x		
Quantitative methods for managerial applications.					x	x				x				x
Business and management research						x				x				x
Ethics & ethical decision making; sustainability & global citizenship					x	x			x					x
(B) Intellectual Skills														
Gather and critically evaluate evidence and information from a range of sources.	x	x	x	x	x	x	x	x	x	x	x	x	x	
Identify and analyse business problems in a range of contexts using appropriate concepts and frameworks	x	x	x	x	x	x	x	x	x	x	x	x	x	
Draw conclusions, develop judgements, create and evaluate alternative solutions and make decisions on their application.	x	x	x	x	x	x	x	x	x	x	x	x	x	
Apply these skills in a range of complex and unpredictable contexts.	x	x	x	x	x	x	x	x	x	x	x	x	x	
(C) Subject/Professional/Practical Skills														
Carry out a business and management research programme						x				x				x
Write management reports	x	x	x	x	x	x	x	x	x	x	x	x	X	
Contribute effectively to group projects and deliver presentations			x		x	x	x					x		
Select and use subject specific tools and techniques	x		x		x	x		x			x	x		
Develop professional identity relevant to preferred career					x		x						x	

aspirations

Hear	UMAD4U-15-1	UMED8A-15-1	UMOD63-15-1	UMKD6J-15-1	UMCD9G-30-1	UMCD9K-30-1	UMPD78-30-2	UMAD5H-15-2	UMSD7R-15-2	UMCDTX-30-2	UMMD7K-15-2	UMSD7T-15-3	UMOD68-30-3	L3 Projects	PLACEMENT
(D) Transferable skills and other attributes															
Work effectively alone.						X								X	X
Work effectively in groups.				x	x								x		X
Present, discuss and defend ideas concepts and views through formal and informal written and spoken languages.						X								X	X
Extract, process and present numerical information for a given purpose.	x				x			x							
Use information technology.					x	x				x					
Manage own time and workload.						X								X	X
Take responsibility for own learning.						X								X	
Reflect on own performance and respond positively to feedback.						X								X	X
Transfer knowledge and skills across different settings.						x			x			x	x	x	X
Develop a strong sense of self and the life-long learning skills to make an ongoing contribution to society at large.					x								x		X

N.B. Transferable skills are developed through an integrated programme of learning which is built into all core modules at levels 1, 2 and 3 and the work placement.

Assessment of transferable skills is accomplished through a range of methods which include individual written coursework, group written coursework, peer and employer assessment, self-assessment, tests, presentations, oral examinations, formal written examinations and dissertations or reports.

X= Particular focus

Part 4: Student Learning and Student Support

Teaching and learning strategies to enable learning outcomes to be achieved and demonstrated

Teaching, learning and assessment strategies to enable learning outcomes to be achieved and demonstrated

At UWE, Bristol there is a policy for a minimum average requirement of 12 hours/week contact time over the course of the full undergraduate programme. This contact time encompasses a range of face-to-face activities as described below. In addition a range of other learning activities will be embedded within the programme which, together with the contact time, will enable learning outcomes to be achieved and demonstrated.

On the BA(Hons) Business and Management programme teaching is a mix of scheduled, independent and placement learning. For the BA (Hons) Business and Management:

Scheduled learning includes lectures, seminars/workshops, 'lectorials' (a mix of lecture and seminar), 'webinars' (synchronous online seminars) group project supervision and individual supervision, some of which may also be facilitated in an online environment. Scheduled sessions may vary slightly depending on the module choices made.

Independent learning includes hours engaged with essential reading, preparation for classes, reviewing lecture content, case study preparation, assignment preparation and completion, exam revision etc. Scheduled sessions may vary slightly depending on the module choices made.

Placement learning   For students on the sandwich programme this is either:

- **Placement option** – a significant period of paid employment or self-employment. A typical placement lasts for 40 weeks or more, although shorter periods in employment may also be possible subject to meeting the academic requirements of the placement module.
- **Study Year Abroad option** - Two semesters of study at a partner institution abroad.

Description of any Distinctive Features

The overarching aim of the Faculty's Learning Teaching & Assessment Strategy is *'to maximise student achievement (both in relation to award classification and to employability) and student satisfaction whilst maintaining appropriately rigorous academic standards and supporting the university's vision of becoming an inclusive and welcoming learning community, actively engaged with global society and based on values of mutual respect, critical engagement and self-awareness'.*

 The supporting objectives of the strategy are the:
further development of intellectually vibrant, highly reflective, mutually respectful and diverse student and staff learning communities within the Faculty
increase in the use of links with the world external to UWE (including professional accreditation where possible) to inform curriculum design and delivery and provide lifelong learning opportunities
provision of an effective, efficient and supportive infrastructure for learning (organisation and management of programmes, student advice, communication with students etc)
appropriate design and flexible delivery of curricula which provide an intellectually stimulating learning experience enabling students to develop as highly employable and internationally aware lifelong learners
provision of effective support for students making the transition to learning at UWE
provision of effective and ongoing developmental support for all staff
use of effective strategies for assessment for learning

Part 4: Student Learning and Student Support

Curriculum Design Content & Organization

The programme is delivered within the Business School Undergraduate Scheme, which allows credit accumulation and flexibility in the student learning process.

The Scheme is structured on the basis of 15 and 30 credit semesterised modules. Each semester consists of a 12 week teaching block following by a period of assessment. In each semester students study one 30 credit module and two 15 credit modules. Students therefore study 60 credits (3 modules) each semester and 120 credits per level (6 modules in total).

The programme is organised within and between each of the three levels, where it is designed to provide a coherent set of modules at each level and to allow students to develop and progress through each level; in relation to knowledge and understanding, cognitive, subject-specific and study skills.

The programme utilizes a level one that is common with the majority of the programmes of the Undergraduate Scheme, this allows students the maximum flexibility to transfer in or out of this programme and to pursue the course of study that is most appropriate to their emergent subject and/or professional interests.

Level one provides students with a general business foundation to enable them to develop the skills and underpinning disciplinary areas for subsequent levels of study.

Level two is structured around the key functional areas of business. In addition students can select one option from a range of modules that are designed to supplement and compliment the core modules and allow students to start to specialise around their particular area of interest.

Level three has been designed to integrate the academic knowledge gained in the first two levels of study to enable students to gain a deep understanding of the inter-disciplinary nature of business.

Integration is in part achieved through the choice of Level 3 project, which range from a more traditional dissertation project in the Critical Business Enquiry Project; to an applied Work-based Enquiry Project (based on Placement or concurrent work experience); to a new business launch or creating a business case project in the Enterprise Project.

In addition students have two optional modules to select, which focus on specific areas of interest and contemporary issues in business and management. These optional modules allow level three students to develop a deep understanding of the areas of business in which they have a specialist interest.

Teaching, Learning & Assessment

The teaching, learning and assessment strategy of the Faculty encourages students to assume responsibility for many aspects of their learning and staff to take responsibility for facilitating that learning. The balance of student and staff responsibility varies according to individual student profiles, academic level and according to the nature of the learning outcomes the students are expected to meet. Ultimately, the aim of this programme is to enable students to progress to a high level of autonomy in their learning and to view that learning as an ongoing process over which they have some control, about which they are able to make active choices, and which they are free to challenge.

To achieve this, an appropriate blend of learning approaches and opportunities have been integrated throughout the programme with an overall emphasis on active student participation. The Faculty 'blend' consists of face to face learning in large and small groups (lectures and seminars/ workshops) supported by on-line learning Blackboard, together with exposure to real life examples through case studies, occasional organisational visits and guest practitioner speakers. There is a significant requirement for students to work independently throughout the programme – both individually and in groups - with the level of this independence increasing as the student moves from level one to level three.

Part 4: Student Learning and Student Support

Included within the programme is a clear personal development strand of transferable skills and "brain habits" of the sort which facilitate the transition into HE and underpin employability and lifelong learning. These Personal and Academic Literacies – study, research, and employability skills – are developed at all levels of the programme through the 30 credit modules as follows:

	Personal and Professional Strand (Employability)	Enquiry Strand (Research & Academic Skills development)
Level 1	Meeting the Management Challenge	Engaging with Critical Business Enquiry
Level 2	Managing People	Methods of Enquiry
Level 3	Managing Individual & Organisational Change	Work-based Enquiry Project or Critical Business Enquiry Project or Enterprise Project

Whilst the 30 credit modules provide the focus for the development of skills, subject specific, professional and transferable skills are further developed throughout the programme and in more depth in identified modules i.e. analytical and interpretive skills (*International Business*), numeric and problem-solving skills (*Accounting Information for Business Decision-makers*) and self-reflective capabilities (*Understanding the Principles of Marketing*)

The teaching and learning methods used in the programme intend to challenge the existing perspectives of the students and encourage creative thinking. Thus many of the approaches used, including those that are case based, set concepts and problems in a wide range of contexts to add depth and complexity and to ensure an applied focus.

Teaching is based on research literature, professional experience and significant use of debate and discussion. Through didactic pedagogy students are challenged to defend their thinking. A Level 3 project allows students to explore a substantial issue utilising appropriate concepts, frameworks and methodologies in a highly independent manner. A Level 3 capstone module requires students to integrate learning from the total programme and to reflect on how this prepares them for a future in complex and changing organisations.

All sandwich students will undertake a work placement of a minimum of 40 weeks normally in an area of a business related to the specialism of the degree and this provides a rich process in which student can make links between theory and practice, reassess themselves and confront the challenges of carrying out a role in a new organisation whilst knowing that they will have the opportunity to be supported if there is a problem and that they will be returning to the programme for a further period of reflection and learning after the placement is completed.

In addition to Placements there are opportunities for Study Year Abroad in a number of partner institutions who are able to offer relevant Business courses in English. Students are allocated to these places through a competitive process.

During Placement or Study Year Abroad students complete one 15 credit Level 3 module (*Learning, Enquiry & Development on Placement* or *Learning & Development on Study Year Abroad*).

Assessment is an integral part of the teaching and learning process. Students are exposed to a variety of assessment methods that test their ability to integrate theory and practice and which promote the growth of their life-long learning skills. Assessment feedback helps students to ascertain their learning strengths and weaknesses and continuing development needs.

Assessments are designed to facilitate a progression through differing levels of complexity at each level of study:

- At level 1, a sound knowledge of the basic concepts of a subject.
- At level 2, a sound understanding of the principles of the field of study and the ability to apply these principles more widely.

- At level 3, an understanding of a complex body of knowledge, some of it at the current boundaries of the academic discipline.

The faculty supports the University's current Academic Regulations and Procedures, and its requirement for controlled conditions to apply to part of the assessment of every module. Forms of assessment commonly used in controlled and non-controlled conditions assessment are: invigilated timed assignments including examinations, presentations, in-class tests, self and peer assessments, individual and group projects and supervised mini-projects, dissertations, personal development portfolios and employer and self-assessment of the placement.

Learning Resources

All modules make use of Blackboard for web-enhanced delivery to at least the recommended minimum standard and for communications with students. All modules have teaching/learning resource booklets and most have set texts in accordance with the university's Reading Strategy. Additional support is provided through the library and an extensive student computing network.

Students are directed towards the University Library online Study Skills resource for the development of skills appropriate to the level and style of each module. Students will be directed on how the resources on this site should be used to develop the skills that will underpin their studies in module handbooks and/or via Blackboard.

Additional support is provided through the library by means of information skills sessions embedded at module level and self directed online tutorials. There is also an extensive programme of regular workshops including referencing management, database searching and finding journal articles. The library offers zoned space from silent to group study and student bookable rooms. There is excellent access to electronic databases on campus through the extensive student computing network and wifi. Most databases are also available off campus and supported by the online library enquiry service.

Student Support & Guidance

Student support for all issues relating to the content, delivery and assessment of modules is provided by Module Leaders, and for more general academic and professional concerns, by Programme Managers.

At each level students are supported by Academic Personal Tutors, an academic member of staff who will have access to information on the performance and profile of the student, allowing them to effectively support students' personal and academic development. This is an academic role and where students have problems of a personal nature they are to be referred as appropriate to UWE Student Services Student Advisors and to UWE Careers regarding employability issues. In addition, students can seek support from the Faculty's Academic Support Centre, an initiative intended to support the learning of all students within the faculty by offering one-to-one appointments to discuss individual learning issues and workshops covering a range of topics relevant to learning.

These Student Services Student Advisors provide timely, accurate and confidential advice where necessary on all aspects of the provision, for example coursework and examination arrangements, extenuating circumstances procedures, progression counselling, as well as personal issues such as problems with studying or meeting deadlines, financial matters, ill health and so on, including when relevant how to access the wider support provided by the University. This service is supported by extensive online resources.

The UWE Careers Placement Support Team provides extensive support for students in preparation for their placement period and acts as a recruitment service for employers.

Students and graduates are also supported by UWE Careers who help them to access skills, experience and knowledge to improve their employability prospects. The service provides high

quality and professional advice and guidance focusing on enabling them to take control of and responsibility for their own career planning and progression/development. They can access support around finding vacancies for work experience, volunteering, part time work and internships, as well as events and workshops. UWE Careers provides recruiter facing services including advertising graduate job vacancies, work experience and volunteering opportunities, and running both undergraduate and graduate internship schemes. There are also part time jobs advertised by the Student Union Jobshop. There is specialist support for international students including specific resources developed for a range of countries where students are recruited from. Students are introduced to the service during the induction to the course and are encouraged to use the service all through their undergraduate programme and for three years after graduation.

All students take part in an Induction programme at the start of their studies. Separate induction events are arranged for students who arrive as direct entrants at levels 2 & 3.
All new students are provided with a short Student Handbook to help them through their first weeks at university and to act a guide to the complex information environment in which they now find themselves. Together with the student portal myUWE, the university's Essential Student Information web pages provide support and the more detailed and up to date information to students.

An important part of the programme is the involvement of students. Two or three student representatives are elected to serve on the Student Representatives & Staff Forum meetings that are held each term to discuss issues raised by students in relation to their experience of studying at UWE and on the programme. The meetings are arranged by cluster group and are chaired by programme managers. The aim of the meetings is to discuss issues raised by students in an open and friendly atmosphere so that students feel able to contribute openly and honestly about their experiences. Any issues raised are taken forward by programme managers. Where appropriate they may be discussed at Departmental Committees or Faculty Academic Standards and Quality Committee.

Support to students with disability is coordinated centrally through Disability Services. This acts as a holistic service for disabled students and applicants to the University but also supports the academic and administrative staff who work with disabled students.

In addition to the above The University's Student Services offers a range of services to support students during their time at university and beyond:

- University Health Centre and general advice on Staying Healthy;
- Careers and employability, advice on choosing a career, and finding student and graduate vacancies;
- UWE volunteering, opportunities for students to get involved in the local community through the Community Volunteer Programme;
- Student Advisors & Counselling for anything from exam stress to homesickness and depression;
- The Living Centre, for support with faith and spiritual matters;
- Global student support, to help international students to make the most of living and studying in the UK;
- Managing disability and dyslexia, to get help with all disability related support needs;
- Money and Visas, for financial check-ups, or help with UK visas.

Part 4: Student Learning and Student Support

Villa College:

Student learning and student support

The faculty supports the College's current Academic Regulations, Policies and Procedures, and its requirement for controlled conditions to apply to part of the assessment of every module. Within each Faculty, a standing committee titled 'Faculty Assessment Committee' undertakes regular scrutiny for each module delivered for its compliance with the Academic Regulations, Policies and Procedures. Forms of assessment commonly used in controlled and non-controlled conditions assessment are: invigilated timed assignments including examinations, presentations, in-class tests, individual and group projects and supervised mini-projects, dissertations, and employer and self-assessment of the placement.

Learning Resources

All modules make use of MOODLE a web based platform that forms the basis of communication between the lecturers and students. Within each MOODLE platform, enhanced services such as assignment submission through TURNITIN and option for quizzes are given. . All modules have a designated Module Outline handed to students and uploaded to MOODLE, textbook/student guide prescribed and other listed reading materials to achieve the module outcome and learning objectives. Additional support is provided through the library and an extensive student computing network.

Staff between UWE and Villa College will ensure that content transfer between VLEs is dealt with promptly in terms of quality and compatibility to ensure seamless delivery.

Villa College library organises sessions for students on use of library and databases and Centre for English Language Support organises academic writing and plagiarism workshops for all new students. Attendance to this workshop is mandatory for all the new students. In addition from time to time study skills workshops are conducted for the students.

Furthermore, in addition to Villa College library online library access and access to online databases such as JSTOR, Elgar is provided for the students to assist with their learning.

Student Support & Guidance

VC Faculty provides student support through coordinators in the Faculties who provide the students with support on academic areas and College policies, procedures and guidelines aimed at students.

In order to ensure students are provided study support Centre for English Language Support runs consultation services aimed at assisting student to tackle their assessments. In addition, especially for English Language students, peer teaching is administered by Centre for English Language Support.

The Dean of Students provides confidential advice to students on grievances and special provisions under extenuating circumstances. In addition, the Dean of Students provides counseling services to students on variety of issues they may face while studying at Villa College.

For each cohort under every programme, a batch leader is selected to represent the students. Faculty coordinator and lecturers then conduct regular batch leaders meeting to hear students voice and address the concerns and issues raised through the faculty. Where required, issues are raised at central level to provide a uniform solution for all.

A one stop all student Centre is established, known as the Student Desk. This center connects and offer solutions to students on their queries and concerns. The Centre is open from early

Part 4: Student Learning and Student Support

morning till late at night to ensure if any student has a query while present at College can be discussed and a solution sought.

Student Association, Faculty Clubs Societies offer student with leadership building and career building opportunities through conducting and participating in number of different activities.

All new students undergo an orientation programme at Villa College. During this orientation programme students are made familiar with the academic expectation of the College, Rules and Regulations, Policies and Procedures. In addition, the students are given a handbook and advice to from time to time consult the website and collect revised handbooks to ensure they stay abreast of the latest developments associated with students. In addition to this, at College level, student voices a represented by having elected representatives of students in both College Council and Academic Senate.

Part 5: Assessment

Delete one of the following statements as appropriate

A: Approved to University Regulations and Procedures

Where students are studying an accelerated version of the programme an approved variant to University Academic Regulations and Procedure will allow students to study more than 160 credits in any one academic year.

Assessment Strategy
Assessment strategy to enable the learning outcomes to be achieved and demonstrated:

As set out in the assessment map below, the assessment regime for this programme reflects a strategy that seeks to develop and evaluate a range of skills, knowledge and attributes associated with business and management. A broad mix of assessment types in employed, including presentations, reports, academic essays, critical problem-solving, case analysis and self-reflection, to develop capabilities in written communication for different purposes and audiences, presentation skills, group working, intercultural understanding and high level research skills. For students electing to undertake a work placement or period of study overseas, learning and development is assessed through reflection on experience and through research that contributes to their final year project. The provision of formative feedback is integral to the assessment regime in many modules. In pursuit of achievement, students are expected to make full use of the academic and professional resources provided by the university and are required to undertake extensive independent and collaborative work outside of scheduled teaching.

Part 5: Assessment

Assessment Map

The programme encompasses a range of **assessment methods** including; essays, presentations, learning journals, portfolios, unseen written exams and practical exams. These are detailed in the following assessment map

:**Assessment Map for *BA (Hons) Business and Management***

		Type of Assessment*									
		Unseen Written Exam	Open Book Written Exam	In-class Written Test	Practical Exam	Practical Skills Assessment	Oral assessment and/or presentation	Written Assignment	Report / Project	Dissertation	Portfolio
Compulsory Modules Level 1	**UMCD9G-30-1**						B (10)		B (60)		A (30)
	UMAD4U-15-1				A (50)				B (50)		
	UMED8A-15-1				A (50)			B (50)			
	UMOD63-20-1	A (50)						B (50)			
	UMKD6J-15-1						A (50)	B (50)			
	UMCD9K-30-1	A (30)						B (35)			B (35)
Compulsory Modules Level 2	**UMPD78-30-2**	A (25)						B (35)			B (40)
	UMAD5H-15-2				A (60)			B (40)			
	UMSD7R-15-2	A (50)						B (50)			
	UMCDTX-30-2							B (50)			A (50)
	UMMD7K-15-2	A (50)						B (50)			
Compulsory Modules Level 3	**UMMD9T-30- 3 UMCD9W-30-3**								A (100)		
	UMCDFS-30-3 UMCDHU-30-3								A (100)		
	UMCD9Q-30-3						A2 (10)		A1 (90)		
	UMCDFS-30-3								A (100)		
	UMSD7T-15-3	A (60)						B (40)			
	UMOD68-30-3						A (30)	B (42)			B (28)

*Assessment should be shown in terms of either Written Exams, Practical exams, or Coursework as indicated by the colour coding above.

Part 6: Programme Structure	BA (Hons) Business and Management

This structure diagram demonstrates the student journey from Entry through to Graduation for a typical **full time student**, including:

level and credit requirements

interim award requirements

module diet, including compulsory and optional modules

ENTRY		Compulsory Modules	Optional Modules	Interim Awards
	Year 1	UMCD9G-30-1 Meeting the Management Challenge (BIM) (30 credits) UMAD4U-15-1 Understanding Business and Financial Information (BIM) (15 credits) UMED8A-15-1 Understanding the Business and Economic Environment (15 credits) UMOD63-15-1 Understanding Organisations and People (BIM) (15 credits) UMKD6J-15-1 Understanding the Principles of Marketing (BIM) (15 credits) UMCD9K-30-1 Engaging in Critical Business Enquiry (BIM) (30 credits)	There are no optional modules at level 1	CertHE Business and Management Credit requirements: 120 at the appropriate level

	Compulsory Modules	Optional Modules	Interim Awards
Year 2	UMPD78-30-2 Managing People (BIM) (30 credits) UMAD5H-15-2 Accounting Information for Business (BIM) (15 credits) UMSD7R-15-2 International Business (15 credits) UMCDTX-30-2 Methods of Enquiry (30 credits) UMMD7K-15-2 Managing Business Processes (BIM) (15 credits)	One option module (15 credits) may be selected from: *(subject to availability)* Market Analysis for Private Investors UMAD5M-15-2 International Trade and Multinational Business UMED8P-15-2 Good Business, Bad Business & Sustainability UMED8U-15-2 Integrated Marketing Communications UMKD6M-15-2 Management Communication & Decision-Making UMOD6H-15-2 Employment Relations UMPD7E-15-2 OR Law and Equality at Work UMPD7J-15-2 Entrepreneurship & Small Business UMSD7Q-15-2 Digital Business Management UMMDFY-15-2 Credit Management: Theory and Practice UMAD5N-15-2	DipHE Business and Management *Credit requirements:* 240 at the appropriate level :

Placement or Study Year Abroad (SYA)
For the award of the sandwich title (SW) students must choose one of the following options both of which aim to enable students to contextualise their academic learning in an applied business and/or cultural context:

1. Work Placement: a significant period of paid employment or self-employment normally in the field relevant to the specialism of the degree.

   During this time students must complete and pass the 15 credit level 3 module, Learning, Enquiry and Development on Placement UMCD9X-15-3. This module assesses the student's personal development, from the experience of placement and their ability to identify issues relevant to their Placement's organisational context and to then frame, scale and position a critical work-based enquiry relevant to the specialism of the degree.

2. Study Year Abroad, which consists of two semesters of study at a partner institution abroad.

   During this time students must complete and pass the 15 credit level 3 module, Learning and Development on Study Year Abroad (UMCD9Y-15-3). This modules assesses assess the student's personal development from the experience of SYA and their ability to evidence cross-cultural awareness and analysis of the country in which they have been studying.

   In addition, whilst at the partner institution students must have studied and attempted assessments in modules totalling 60 ECTS, of which 50-55 ECTS should be in modules related to their programme of study at UWE with a further 5-10 ECTS in the language of the host country. If the advent of failing any modules students must be able to demonstrate engagement i.e. that they have attended classes and sat the exams.

To be eligible for either Placement or SYA students must have passed a minimum of 210 credits

		Compulsory Modules	Optional Modules	Interim awards
		UMCD9T-30-3 Work-based Enquiry Project OR UMCD9W-30-3 Critical Business Enquiry Project OR UMCD9Q-30-3 Enterprise Project OR UMCDHU-30-3 Applied Business Project OR UMCDFS-30-3 Business Project UMSD7T-15-3 Strategic Management (BIM) UMOD68-30-3 Managing Organisational and Individual Change (BIM)	Three options should be selected up to a maximum value of 45 credits. *(subject to availability)* *Students who have completed a Placement or SYA (and passed the relevant modules) are required to select two options up to a maximum credit value of 30 credits.* International Financial Management UMAD5T-15-3 Investment Management UMAD5X-15-3 Personal Financial Planning UMAD5R-15-3 The Economics of Developing Countries UMED8X-15-3 Sustainable Business UMED95-15-3 Events and Festivals Management UMKD75-15-3 Global Marketing Management UMKD6Q-15-3 Public Relations UMKD6V-15-3 Interactive & Digital Marketing UMKD6S-15-3 Competing Through Quality UMMD7N-15-3 Project Management UMMD7P-15-3 Coaching in Organisations UMOD6G-15-3 Organisational Leadership UMOD6F-15-3 HR Development & Knowledge Management UMPD7F-15-3 International HRM UMPD7G-15-3 International Business in the Emerging Markets UMSD7W-15-3 Business Innovation & Growth UMSD87-15-3 Entrepreneurship: Ideas and Practice UMSD84-15-3 Virtual Business UMSD89-15-3 Accounting for Managers UMAD5S-15-3 Brand Management UMKDCA-15-3	**Interim awards** BA Business and Management (SW) BA Business and Management (FT) *Credit requirements:* 300 credits at the appropriate levels
		GRADUATION		

Part time:
N/A A part-time route is not offered on this degree programme

Part 6: Programme Structure
International University, Vietnam

This structure diagram demonstrates the student journey from Entry through to Graduation for a typical International University, Vietnam student, including:
interim award requirements, module diet, including compulsory and optional modules

	Compulsory Modules	**Optional Modules** Three options should be selected up to a maximum value of 45 credits *(subject to change and availability)*	**Interim Awards**
	UMCD9W-30-3 Critical Business Enquiry Project	Business Innovation and Growth (UMSD87-15-3)	BA Business and Management (SW) BA Business and Management (FT)
	UMSD7T-15-3 Strategic Management (BIM)	Sustainable Business (UMED95-15-3)	*Credit requirements:* 300 credits at the appropriate levels
	UMOD68-30-3 Managing Organisational and Individual Change (BIM)	International HRM UMPD7G-15-3	
	GRADUATION		

Part 6: Programme Structure
Marketing Institute of Singapore Training Centre (MISTC)

Marketing Institute of Singapore students enter directly onto level 3. Years one and two are mapped against the MISTC'S diplomas or the recognised diplomas as listed in the entry requirements.

In addition to MISTC's diplomas, other pertinent academic qualifications from local credible institutions have been mapped out against levels 1&2 leading to entry onto the top-up, either direct on or a case-by-case basis.

	Compulsory Modules	**Optional Modules** Three options should be selected up to a maximum value of 45 credits. *(the list will include the follow options, and may be expanded in future)*	**Interim awards**
	UMCDFS-30-3 Business Project		BA Business and Management (FT)
	UMSD7T-15-3 Strategic Management (BIM)	Sustainable Business UMED95-15-3	*Credit requirements:* 300 credits at the appropriate levels
	UMOD68-30-3 Managing Organisational and Individual Change (BIM)	Competing through Quality UMMD7N-15-3	
		Accounting for Managers UMAD5S-15-3	
	GRADUATION		

Part 6: Programme Structure   BA (Hons) Business and Management
Delivered at Villa College, Maldives
This structure diagram demonstrates the student journey from Entry through to Graduation for a typical Villa College, full time student, including level and credit requirements
interim award requirements
module diet, including compulsory and optional modules

ENTRY

Year 1

Compulsory Modules	Optional Modules	Interim Awards
UMCD9G-30-1 Meeting the Management Challenge (BIM) (30 credits) UMAD4U-15-1 Understanding Business and Financial Information (BIM) (15 credits) UMED8A-15-1 Understanding the Business and Economic Environment (15 credits) UMOD63-15-1 Understanding Organisations and People (BIM) (15 credits) UMKD6J-15-1 Understanding the Principles of Marketing (BIM) (15 credits) UMCD9K-30-1 Engaging in Critical Business Enquiry (BIM) (30 credits)	There are no optional modules at level 1	CertHE Business and Management Credit requirements: 120 at the appropriate level

Year 2

Compulsory Modules	Optional Modules	Interim Awards
UMPD78-30-2 Managing People (BIM) (30 credits) UMAD5H-15-2 Accounting Information for Business (BIM) (15 credits) UMSD7R-15-2 International Business (15 credits) UMCDTX-30-2 Methods of Enquiry (30 credits) UMMD7K-15-2 Managing Business Processes (BIM) (15 credits)	One option module (15 credits) may be selected from: *(subject to availability)* International Trade and Multinational Business UMED8P-15-2 Entrepreneurship & Small Business UMSD7Q-15-2 Digital Business Management UMMDFY-15-2 Credit Management: Theory and Practice UMAD5N-15-2	DipHE Business and Management *Credit requirements:* 240 at the appropriate level

Placement or Study Year Abroad (SYA)
For the award of the sandwich title (SW) students must choose one of the following options both of which aim to enable students to contextualise their academic learning in an applied business and/or cultural context:

1. Work Placement: a significant period of paid employment or self-employment normally in the field relevant to the specialism of the degree.

   During this time students must complete and pass the 15 credit level 3 module, Learning, Enquiry and Development on Placement UMCD9X-15-3. This module assesses the student's personal development, from the experience of placement and their ability to identify issues relevant to their Placement's organisational context and to then frame, scale and position a critical work-based enquiry relevant to the specialism of the degree.

2. Study Year Abroad, which consists of two semesters of study at a partner institution abroad.

   During this time students must complete and pass the 15 credit level 3 module, Learning and Development on Study Year Abroad (UMCD9Y-15-3). This modules assesses assess the student's personal development from the experience of SYA and their ability to evidence cross-cultural awareness and analysis of the country in which they have been studying.

   In addition, whilst at the partner institution students must have studied and attempted assessments in modules totalling 60 ECTS, of which 50-55 ECTS should be in modules related to their programme of study at UWE with a further 5-10 ECTS in the language of the host country. If the advent of failing any modules students must be able to demonstrate engagement i.e. that they have attended classes and sat the exams.

To be eligible for either Placement or SYA students must have passed a minimum of 210 credits

Compulsory Modules	Optional Modules	Interim awards
UMCD9T-30-3 Work-based Enquiry Project OR UMCD9W-30-3 Critical Business Enquiry Project OR UMCD9Q-30-3 Enterprise Project OR UMCDHU-30-3 Applied Business Project OR UMCDFS-30-3 Business Project UMSD7T-15-3 Strategic Management (BIM) UMOD68-30-3 Managing Organisational and Individual Change (BIM)	Three options should be selected up to a maximum value of 45 credits. *(subject to availability)* *Students who have completed a Placement or SYA (and passed the relevant modules) are required to select two options up to a maximum credit value of 30 credits.* Events & Festivals Management UMKD75-15-3 Interactive & Digital Marketing UMKD6S-15-3 Project Management UMMD7P-15-3 Organisational Leadership UMOD6F-15-3 HR Development & Knowledge Management UMPD7F-15-3 International HRM UMPD7G-15-3 Entrepreneurship: Ideas and Practice UMSD84-15-3 Public Relations UMKD6V-15-3 International Business in the Emerging Markets UMSD7W-15-3	BA Business and Management (SW) BA Business and Management (FT) *Credit requirements:* 300 credits at the appropriate levels

GRADUATION

Part 7: Entry Requirements

The University's Standard Entry Requirements apply with the following exceptions*.

Where students are studying an accelerated version of the programme an approved variant to University Academic Regulations and Procedure will allow students to study more than 160 credits in any one academic year.

International students seeking direct entry into level 3 require IELTS with 6.0 in all components or an overall band score of 6.5 or above.

A full list of additional entry requirements for students joining at year 3 in MISTC can be found here

Part 8: Reference Points and Benchmarks

The following reference points and benchmarks have been used in the design of the programme:

The learning outcomes of the programme map against both the QAA subject benchmark statement for General Business & Management and the following University and Faculty strategies and policies:

University strategies and policies
- University's 2020 Strategy
- UWE Charter

Faculty strategies and policies:
- Blended Learning Framework
- Curriculum Principles
- Employability Strategy
- Faculty of Business and Law LTA Strategy

Staff research projects
- Where ever possible staff are encouraged to utilize their research – and that of colleagues – to inform their teaching, both in terms of content and pedagogic approach

Employer interaction and feedback
- Employers and alumni are regularly consulted to ensure the currency and relevance of the programme

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This specification provides a concise summary of the main features of the programme and the learning outcomes that a typical student might reasonably be expected to achieve and demonstrate if he/she takes full advantage of the learning opportunities that are provided. More detailed information on the learning outcomes, content and teaching, learning and assessment methods of individual modules can be found in module specifications, available on the University's website.