

# PROGRAMME SPECIFICATION

## SECTION A: DETAILS OF THE COURSE AND AWARD

<b>Programme Title</b>	<b>BA (Hons) Business Management (Top-Up)</b>
<b>Awarding Body</b>	<b>Buckinghamshire New University</b>
<b>Teaching Institution / Course Location</b>	<b>Buckinghamshire New University, High Wycombe, UCAV and Uxbridge Mont Rose College, London AFUM, Germany IDM, Sri Lanka Cromwell International College, UAE Regent's College David Game College Magna Carta College</b>
<b>Faculty</b>	<b>Design, Media &amp; Management</b>
<b>School</b>	<b>Applied Management &amp; Law</b>
<b>Name of Final Award</b>	<b>Bachelor of Arts with Honours, BA (Hons)</b>
<b>NQF/FHEQ Level of Qualification</b>	<b>Level 6: Bachelor's degree with honours</b>
<b>QAA Benchmark Statement(s)</b>	<b>General Business (2015)</b>
<b>UCAS Code</b>	<b>N202 REG1 (Regent's)</b>
<b>Course Code(s)</b>	<b>BB3BAM1 – FT BB3BAM2 – PT BB3BAM7 – PT</b>
<b>Length of Study</b>	<b>One Year</b>
<b>Mode</b>	<b>Part Time Full Time (for partners only)</b>
<b>Number of Intakes</b>	<b>Variable Regent's: 2: February and June</b>
<b>Regime of Delivery</b>	<b>Flexible &amp; Distributed Learning</b>
<b>Language of Study</b>	<b>English</b>
<b>Details of Accreditation</b>	<b>N/A</b>
<b>Month and Year valid from</b>	<b>01 September 2016</b>
<b>Month and year valid until</b>	<b>01 September 2022</b>
<b>Publication Date</b>	<b>July 2016 / January 2017 / May 2017 Regent's College added December 2017 / David Game College added August 2018 / Magna Carta College added October 2018</b>

## **Potential Student Profile / Criteria for Admission:**

### ***What the award is about and who the programme is aimed at:***

The programme is designed for students who see themselves as future business professionals in any industry (private / public / voluntary). The programme provides various opportunities to develop knowledge and expertise required to be a successful manager in the industry. This course would suit students who are interested in developing business knowledge, management skills and managing in an ever increasing international world.

Applicants for Direct Entry to this L6 Top Up programme will be expected to have 240 CATS credits or equivalent gained on a business-related programme such as Foundation Degree, HND or Advanced Diploma. No specific syllabus mapping is required but successful applicants will have covered all the functional areas of business (i.e. Operations, Finance, HRM & Marketing) in studies at Levels 4 & 5. There will be the standard English language requirements of IELTS 6 or equivalent.

In general for all Business Management students, a typical offer would be made to those with GCSE Maths and English at Grade C or above and a UCAS Tariff Score of 200-240. The course is ideal for those seeking to develop their own business, become a manager within an existing business (either SME or larger enterprise) or for those keen at some stage to progress into Postgraduate study.

Those joining the programme will become part of an innovative School where particular attention is paid to the study of both academic theory and business practice and application.

### ***Why students should choose this award:***

A key feature of the programme is to blend both academic study and skills development in order to enhance the employability of our graduates. In order to enable students to develop broad knowledge in the desired area, we offer a course with an emphasis on applying the knowledge developed in real life situations through case studies or working in and with real organisations. The course also aims to develop an individual's entrepreneurial capabilities and offers opportunities for students to develop and launch business ideas, as well as providing flexible opportunities for undertaking work experience.

Additionally, students acquire a wide range of skills and competences useful for dealing competently with real-life, practical problems. The course will focus on the ability to think critically and will, therefore, enable students to analyse and evaluate solutions to complex, real-life problems.

### ***Opportunities available for students after completion of the award:***

On completion of the programme, students will be able to progress to a range of opportunities and careers in general management, or developing their own business. The programme provides a broad background in the area of business management, which offers the opportunity to focus on a particular area of interest for post-graduate study, either full time or part time whilst working, should the graduate wish to follow this route. Overall, this is a flexible business programme allowing students to prepare themselves for a professional role that suits their skills and interests.

### ***Expected entry qualifications, knowledge and skills that the entrant will have on entry to the programme:***

Mature students without formal qualifications, but with appropriate experience, may be admitted to the course in-line with the university's admission statement regarding mature students.

For students progressing by entry with advanced standing to Level 6 a pass in an HND, a Foundation Degree or a recognised UK or overseas equivalent with a good level of business topics is required. In other cases, applications for advanced entry with specific credits towards the degree will be dealt with under CATS/APEL regulations and procedures.

## **SECTION B: PROGRAMME AIMS, OUTCOMES, LEARNING, TEACHING AND ASSESSMENT METHODS**

## Programme Aims

The main educational aims of the programme are to:

- To provide all students with an in-depth knowledge and understanding of the core functions of business and management
- Critically evaluate and plan for a range of contemporary business and management scenarios.
- To develop the intellectual skills necessary to contribute to effective business practice and problem solving
- To prepare students for graduate employment, research, further study and lifelong learning by developing their intellectual, practical and key (transferable) skills
- Enhance the employability of graduates through the blend of academic study and skills development. The course aims to develop enterprise and entrepreneurial skills and offers students opportunities to link their studies with work experience and internships.

## Programme Learning Outcomes

**On successful completion of Level 6 Ordinary degree, will be able to:**

### A. Knowledge and Understanding

1. Evaluate and critique the range of activities within the key business functional areas and their interrelationship and interconnectedness;
2. Analyse theories and concepts of strategic management, leadership and innovation within a changing environment.

### B. Intellectual/Cognitive Skills

1. Deal critically with organisational issues and be able to produce solutions and action plans.

### C. Key/Transferable Skills

1. Critically evaluate information, arguments and concepts.

**On successful completion of Level 6 BA (Hons), in addition to the above, will be able to:**

### C. Key/Transferable Skills

2. Research information about complex business situations and apply qualitative and quantitative techniques to it, in a project context.

**Table 1: Programme Skills Matrix – Assessment**

Module Code	Information Acquisition	Critical thinking, analysis and synthesis	Self-reflection and Criticality	Communication Skills: Oral	Communication Skills: Written	Information & Communications Technology (ICT)	Numeracy & Quantitative Skills	Problem Solving & Decision Making	Independent & Self-managed Learning	Working with Others
MG624	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Module Code	Information Acquisition	Critical thinking, analysis and synthesis	Self-reflection and Criticality	Communication Skills: Oral	Communication Skills: Written	Information & Communications Technology (ICT)	Numeracy & Quantitative Skills	Problem Solving & Decision Making	Independent & Self-managed Learning	Working with Others
BM627	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
MG625	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
BM628	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

## Learning, Teaching and Assessment Methods to achieve the Programme Learning Outcomes

Students study four modules which carry 30 credits each: Business Strategy for Market Advantage, Managing Information in Business, Leading and Delivering Change and Corporate Strategy and Governance.

Throughout the award the objective is to develop the knowledge, skills and analytical ability of students to enable them to develop successful careers in business organisations. This objective is met by a combination of self-study, directed research and investigation, tutor support and Blackboard materials. The assessment tasks include individual assignments, examinations, case study analysis, reflective portfolios and project work in a combination designed to assess and meet the stated aims and the required learning outcomes. There will be opportunity for formative assessment through discussions with tutors at specific times to review progress of work to date.

The assessment strategy is designed to ensure that learning outcomes are achieved and that there is a development of knowledge and skills. Independent learning is embedded within the programme and students develop a depth of understanding via synthesis, critical analysis and evaluation. Assessments are by coursework and examination with the majority of modules being assessed by coursework only. A mixture of formative and summative assessment is used. The assessment strategy is informed throughout, and aligned to, the QAA guide (2012) *Understanding assessment: its role in safeguarding academic standards and quality in higher education*. Formative assessment, and the timely follow-up by tutors with good practice feedback, is used to monitor student progress and also help the student to plan, practice and prepare for the summative assignments.

## Work-Based / Placement Learning

Not Applicable.

## SECTION C: PROGRAMME STRUCTURE(S)

Table 2: Programme Structure Table

Course Title	BA (Hons) Business Management (Top-Up)
--------------	--

<b>Course Code</b>	BB3BAM2 – PT BB3BAM7 – PT BB3BAM1 – FT								
<b>Mode of Study</b>	PT/FT								
<b>Credit Value</b>	UK	120	<b>ECTS</b>			60			
<b>Module Code</b>	<b>Module Title</b>	<b>QCF/FHEQ Level</b>	<b>Course Stage / Year</b>	<b>Status in Award ([C]ore / [O]ptional)</b>	<b>Credit Value</b>	<b>Assessment Regime</b>			<b>Semester Taught *</b>
						<b>Written Exam %</b>	<b>Coursework %</b>	<b>Practical %</b>	
MG624	Strategic Marketing	6	1	C	30		100		SB
BM627	Managing Innovation in Business	6	1	C	30		100		SB
MG625	Leading and Managing Change	6	1	C	30	50	50		SB
BM628	Corporate Strategy and Governance	6	1	C	30		100		SB

**Table 3: Mapping of Programme Outcomes to Modules**

**Level 6 Ordinary Degree**

<b>Programme Outcome</b>	<b>BM627</b>	<b>MG625</b>	<b>BM628</b>	<b>MG624</b>
<b>A. Knowledge and Understanding</b>				
A1	x	x	x	X
A2	x	x	x	X
<b>B. Intellectual / Cognitive Skills</b>				
B1	x	x	x	X
<b>C. Key / Transferable Skills</b>				
C1	X	x	x	X

**Level 6 Honours Degree**

<b>Programme Outcome</b>	<b>BM627</b>	<b>MG625</b>	<b>BM628</b>	<b>MG624</b>
C2			X	

## SECTION D: CONTACT HOURS

Table 4: Breakdown of Contact Hours

Year of course	Scheduled Learning and Teaching Activities	Guided Independent Study	Placement / Study Abroad	Total
Year One	352	848	0	1200
<b>Total</b>	<b>352</b>	<b>848</b>	<b>0</b>	<b>1200</b>

## SECTION E: ASSESSMENT REGULATIONS

This programme conforms to the approved University procedures as detailed on the University website.

To achieve the Level 6 Ordinary Degree students must pass two out of three of the MODULES WHICH AREN'T DEEMED TO BE RESEARCH BASED i.e. MG624, MG625 and BM627 and therefore cannot mix BM628 module with another module.

To achieve the Level 6 Honours Degree students must pass all four Level 6 modules.

The calculation of this award will be level 6 100%

The following modules will be non-compensable:

- BM628

This programme will be covered by the following University regulations: *Academic Assessment Regulations*

© 2016 Buckinghamshire New University