

**Programme Specification – 2019/20**

1. Awarding body	University of Surrey		
2. Teaching institution (if different)	University Centre Farnborough (Farnborough College of Technology)		
3. Final award and programme/pathway title	<b>BA (Hons) Business Management (Accelerated)</b>		
4. Subsidiary award(s) and title(s)	Award	Title	
	Cert HE	Business Management	
	Dip HE	Business Management	
	BA (Ord)	Business Management	
5. FHEQ Level	Levels 4, 5 and 6		
6. Credits and ECTS credits	360 UK credits – 180 ECTS credits		
7. Name of Professional, Statutory or Regulatory Body (PSRB)	Not applicable		
8. Mode of study and route code		Mode of study	Route code
	Full-time	Full time	
	Full-time with PTY		
	Part-time		
	Distance learning		
	Short course		
9. JACs code			
10. QAA Subject benchmark statement (if applicable)	General Business and Management 2015		
11. Other internal and / or external reference points	Not applicable		
12. Faculty and Department/School	Hampshire Business School within the Faculty of Enterprise, Creative & Professional		
13. Programme Leader	Yvonne Pearce		
14. Date of production/revision of the specification	April 2019		
15. Educational aims of the programme:			
<ul style="list-style-type: none"> <li>• To develop employable individuals who are recognised as professionals in their field.</li> <li>• To develop interpersonal skills; time management, self-awareness and self-reflection enabling students to be employable in a variety of business related environments.</li> <li>• To enable students to prepare for further study or employment through acquisition of research skills, independent work and self-reliance.</li> <li>• To encourage lifelong learning and personal development among students who can contribute to their local community and society at large.</li> <li>• To enable students to gain in-depth knowledge and understanding of a range of disciplines within the subject area of Business Management.</li> <li>• To encourage learners to explore ideas and concepts by reflecting on current industry practices.</li> <li>• To provide a supportive, professional and dynamic learning environment.</li> <li>• To develop students who have sound knowledge and understanding of businesses, organisations, their major functions and markets.</li> </ul>			

- To develop students as good decision makers who can critically evaluate complex problems, approaching issues from different perspectives and recommend or implement ethical and well-informed decisions.
- To enable students to be able to demonstrate commercial and ethical awareness of business issues and sustainability that are of national and global significance.
- To enable students to be able to demonstrate the ability to effectively communicate information, arguments and analysis in a variety of forms.
- To develop students as responsible business managers who can effectively work in a team and approach unfamiliar situations with courage and knowledge.

This Honours degree responds to market needs by equipping students with the combination of vocational and applied skills, academic knowledge and transferrable skills that are required in both the workplace and for further study.

16. Programme learning outcomes – the programme provides opportunities for students to develop and demonstrate knowledge and understanding, skills, qualities and other attributes in the following areas:

#### Knowledge and understanding of

- K1. the impact of external and internal environment on the operations of organisations and the effects on their business functions.
- K2 a range of theories and practice of management and their application in a variety of organisational situations at introductory level
- K3. the legal and ethical framework in which organisations operate and the impact on business functions such as Marketing, HR, Operations, Accounting, Finance and IT.
- K4. the impact of individual behaviour, teamwork and leadership in organisations.
- K5. the role key business functions such as Marketing, Operations, HR and Finance in the management of organisations.
- K6. the role of globalisation, entrepreneurship, innovation and creativity in an ever changing business world that is driven by technology and digital media and the likely effects on the operations of organisations.
- K7. the strengths and limitations of main research methodologies, practices and data analysis within the business and management discipline.
- K8. the effects of change on organisations and the likely responses in a regional, national and an international context
- K9. holistic nature of interdisciplinary framework of business functions and the likely business responses.
- K10. a variety of approaches and key principles in developing and managing strategies that supports business functions and efficient corporate decision making.
- K11. the need for sustainable development, global sustainability trends and its impact on organisational practices and business responses in a digital economy.
- K12. trends in technology and digital media and its impact on the operations of organisations
- K13. impact of political, economic, ethical, legal and environmental factors at the local, national and international levels on the management of organisations.
- K14. a range of advanced management theories, principles and concepts that drive management decision making in a digital economy

#### Intellectual / cognitive skills

- I1. demonstrate knowledge of the main methods of inquiry in respective subject areas.
- I2. recognise and acknowledge the range of stakeholder interests in making management decisions.
- I3. evaluate the influence of external and internal environments in the functioning of businesses at large.
- I4. think analytically and creatively facilitating independent engagement with new trends, principles and industry practices.

- I5. apply a multi-disciplinary approach in evaluating business situations by identifying problems, analysing issues and making recommendations.
- I6. apply theory to practice and link academic theories to real time corporate operations and decision making
- I7. evaluate and apply management approaches in corporate decision making and industrial situations.
- I8. undertake research to produce fully referenced reports.
- I9. demonstrate the ability to critically evaluate ethical issues in the conduct of business and professional practice.
- I10. reflect on their own learning and accommodate new ideas to suit industry practices.
- I11. reflect on their own cultural context and background to make some well-considered judgements on the impact of human relationships in national and international business contexts.
- I12. have a holistic view of business management theories and practices.

### Professional practical skills

- P1. lead discussions, present arguments and deliver presentations.
- P2. demonstrate familiarity with technology enabled learning platforms and deliver presentations using IT.
- P3. work effectively in a team and demonstrate inter-personal skills of active listening, persuasion and leadership.
- P4. reflect on their own professional competence and take responsibility for own learning and progress.
- P5. communicate ideas, concepts and research findings using different modes of communication such as oral, written and visual means.
- P6. ability to make use of self and peer assessment as tools for reflective learning.
- P7. undertake independent research, assess its usefulness and draw reasonable conclusions.
- P8. recognise the impact of human relationships in business functions to develop professional practice.
- P9. demonstrate the ability to compare different perspectives to an issue and analyse alternate solutions in line with industry practice.

### Key / transferable skills

- T1. demonstrate the ability to work independently as well as in co-operation with others.
- T2. be able to use IT in different forms.
- T3. effective self-management in terms of time, planning and behaviour, motivation and initiative.
- T4. the ability to self-assess their academic and professional strengths and weaknesses that may affect their professional practice and develop support systems to address this.
- T5. deploy effective problem solving and decision-making skills using appropriate quantitative and qualitative methods.
- T6. the capacity to acquire new knowledge, skills and an attitude to learn continuously.
- T7. reflect on own performance and that of others and respond positively to constructive feedback.
- T8. critically evaluate information presented and analyse possible outcomes.
- T9. ability to make decisions with complete and sometimes incomplete information.
- T10. demonstrate professional levels of competence in a broad range of areas in line with the needs of future managers, executives and professionals across industries.

### **The programme aims to deliver the following learning outcomes at different levels.**

Cert HE –K1, K2, K3, K4, K5, I1, I2, I3, P1, P2, P3, T1, T2, T3  
 Dip HE – K6, K7, K8, K9, I4, I5, I6, I7, P4, P5, P6, P7, T4, T5, T6, T7  
 BA (Hons) – K10, K11, K12, K13, K14, I8, I9, I10, I11, I12, P8, P9, T8, T9, T10

17. Programme structure – including the route / pathway / field requirements, levels modules, credits, awards and further information on the mode of study.

- All students are registered for the BA (Hons) Business Management.

<ul style="list-style-type: none"> <li>The programme is a fast track degree programme studied over 2 academic years and is full time.</li> <li>The programme is divided into modules. All taught modules are worth 15 credits ,which is indicative of 150 hours of learning; comprised of student contact, research, self-study and assessment, with the exception of the final project module (Dissertation) valued at 45 credits.</li> <li>To achieve the full award students must complete 120 credits at each of the three FHEQ Levels 4,5 and 6.</li> <li>On successful completion of the BA (Hons) Business Management students may progress to a Masters qualification or on to professional business programmes such as CIPD, CIM or CIMA, or full time employment.</li> </ul>				
Programme adjustments (if applicable)				
Not applicable				
FHEQ Level 4: potential award – Certificate of Higher Education in Business Management (120 credits)				
Module code	Module title	Core /compulsory /optional	Credit volume	Semester (1 / 2)
COM4001	Academic Skills	Compulsory	15	1
BMF4002	Business Environment	Compulsory	15	1&2
BMF4003	Management Concepts	Compulsory	15	1&2
BMF4004	Business Law and Ethics	Compulsory	15	1&2
BMF4005	Marketing Principles and Practice	Compulsory	15	1&2
BMF4006	Organisational Behaviour	Compulsory	15	1&2
BMF4007	Financial Accounting	Compulsory	15	1&2
BMF4008	Operations Management	Compulsory	15	1&2
How many optional modules must a student choose in order to achieve the necessary amount of credits to achieve this level?	N/A			
FHEQ Level 5: Potential award – Diploma of Higher Education in Business Management (240 credits)				
Module code	Module title	Core /compulsory /optional	Credit volume	Semester (1 / 2)
BMF5001	Professional Development Portfolio	Compulsory	15	1&2
BMF5002	Research Methods	Compulsory	15	1&2
BMF5003	Innovation and Entrepreneurship	Compulsory	15	1&2
BMF5004	Project Management	Compulsory	15	1&2
BMF5005	Consumer Behaviour	Compulsory	15	1&2
BMF5006	Human Resources Management	Compulsory	15	1&2
BMF5007	Business Finance for Managers	Compulsory	15	1&2
BMF5008	Data Technology and MIS	Compulsory	15	1&2
How many optional modules must a student choose in order to achieve the necessary amount of credits to achieve this level?	N/A			
FHEQ Level 6: Potential award – BA Ordinary Degree in Business Management, BA (Hons) Business Management				
Module code	Module title	Core /compulsory /optional	Credit volume	Semester (1 / 2)
BMF6001	Final Year Project	Compulsory	45	1&2
BMF6002	Strategic Management	Compulsory	15	1&2
BMF6003	Sustainability in Business	Compulsory	15	1&2

BMF6004	Digital Media in Business	Compulsory	15	1&2
BMF6005	International Human Resources Management	Compulsory	15	1&2
BMF6006	International Business	Compulsory	15	1&2
How many optional modules must a student choose in order to achieve the necessary amount of credits to achieve this level?	N/A			
18. Opportunities for placements / work-related learning / collaborative activity – please indicate if any of the following apply to your programme				
Associate Tutor(s)/Guest Speakers/Visiting Academics				Yes
Professional Training Year (PTY)				No
Placement(s) (study or work that are not part of the PTY or Erasmus Scheme)				No
Clinical Placement(s) (that are not part of the PTY Scheme)				No
ERASMUS Study (that is not taken during Level P)				No
Study exchange(s) (that are not part of the ERASMUS Scheme)				No
Dual degree				No
19. Quality assurance				
The <i>Regulations and Codes of Practice</i> for taught programmes can be found at: <a href="http://www.surrey.ac.uk/quality_enhancement/index.htm">http://www.surrey.ac.uk/quality_enhancement/index.htm</a>				