

## Course Specification

<b>Published Date:</b>	21-Sep-2020
<b>Produced By:</b>	Laura Clode
<b>Status:</b>	Validated

## Core Information

<b>Awarding Body / Institution:</b>	University of Wolverhampton		
<b>School / Institute:</b>	Wolverhampton Business School		
<b>Course Code(s):</b>	HR006P34UV	Part-time Day and Evening	2 Years
<b>Course Title:</b>	Postgraduate Diploma Human Resource Management		
<b>Hierarchy of Awards:</b>	Postgraduate Diploma Human Resource Management Postgraduate Certificate Human Resources University Statement of Credit University Statement of Credit		
<b>Language of Study:</b>	English		
<b>Date of DAG approval:</b>	30/Jun/2017		
<b>Last Review:</b>	2013/4		
<b>Course Specification valid from:</b>	2010/1		
<b>Course Specification valid to:</b>	2019/0		

## Academic Staff

<b>Course Leader:</b>	Mrs Nicky Adams
<b>Head of Department:</b>	Dr Janet Firth

# Course Information

Location of Delivery:	University of Wolverhampton
Category of Partnership:	Not delivered in partnership
Teaching Institution:	University of Wolverhampton
Open / Closed Course:	This course is open to all suitably qualified candidates.

## Entry Requirements:

---

Entry requirements are subject to regular review. The entry requirements applicable to a particular academic year will be published on the University website (and externally as appropriate e.g. UCAS)

The entry requirements for the PG Diploma HRM are:

- A degree (minimum 2:2) or degree-equivalent professional qualification.
- An NVQ or SVQ Level Four in a related subject specific area (level 6/7 on new framework).
- A HND/HNC in a related subject area plus two years relevant organisational experience.
- A Certificate in Personal Practice, a Certificate in Training Practice, a Certificate in Recruitment and Selection, or an equivalent CIPD certificated programme, plus two years' relevant experience.
- Applications are also invited under the widening participation agenda from individuals who do not possess the above qualifications but who may have significant organisational experience. In such cases, students will need to demonstrate at least 8 years relevant organisational experience, with at least three years in an HR role, or five years in a relevant role, for example a supervisory or management role. Admission to the programme will be based on an evaluation of the applicant's ability to contribute to, benefit from and achieve the award.

If English is not the applicant's first language they will need to have a TOEFL score of 550 or above, or an IELTS score of 6.0 or above, or evidence of English proficiency equivalent to these scores.

## Distinctive Features of the Course:

---

UWBS currently holds devolved status from the CIPD. This was the culmination of ten years of student performance above the national average in all areas.

The course aims to develop students at advanced level for a professional career in HR by developing knowledge and understanding of the disciplines of HR, encouraging critical reflective thinking and developing independent personal development skills. The course covers a range of topics in the field of HR including, Leadership, Resourcing, Reward, Talent Management, Employment Law, Employee Relations and Change Management, written against the national standards for the profession, and is endorsed by the Chartered Institute of Personnel and Development (CIPD). Completion of the course enables students to apply for professional membership of the CIPD.

## Educational Aims of the Course:

---

This is a distinctive programme which seeks to enable participants to develop the necessary skills, competencies and knowledge for an effective career in human resource management. Completion of the course enables students to apply for professional membership of CIPD. The Postgraduate Diploma in Human Resource Management provides students with a contemporary focus and offers a rigorous academic programme for success in the HR profession. The course aims to develop students at advanced level for a professional career in HR by developing knowledge and understanding of the disciplines of HR, encouraging critical reflective thinking and developing independent personal development skills. The course covers a range of topics in the field including, Leadership, Resourcing, Reward, Talent Management, Employment Law, Employee Relations and Change Management, written against the national standards for the profession, and is endorsed by the Chartered Institute of Personnel and Development (CIPD).

Furthermore the course is designed for students who want to embark on advanced level study of Human Resource Management to develop analytical and evaluation skills that can be applied to real work situations. The course recognises that people management is a key force for successful economic growth and thus emphasises the development of knowledge and understanding of a range of management and business practices and the ability to apply them effectively in an innovative manner.

The course adopts an interdisciplinary approach and will help students develop their own understandings of complex and contested notions in the business environment. You will develop informed perspectives and collective responsibilities as practitioners within local, national and international communities.

The course enables you to develop professional skills through the use of a variety of innovative assessment methods. Additionally, you will gain understanding of managerial HR systems and their impact upon organisations and people. The course enhances a career in human resource management, at a senior level or as senior line managers to make strategic contributions to people management in organisations.

In addition the programme will support a critical understanding of the strategic importance of HR to the effective development and management of an organisation and all stakeholders.

#### Intakes:

---

September  
January

#### Major Source of Funding:

---

Office for Students (OFS)

#### Tuition Fees:

---

Tuition fees are reviewed on an annual basis. The fees applicable to a particular academic year will be published on the University website.

Year	Status	Mode	Amount
2020/1	H	Part Time	£2550.00

#### PSRB:

---

HR006P34UV (Part-time Day and Evening)

Professional Accreditation Body:  
Chartered Institute of Personnel and Development (CIPD)

Accrediting Body:  
Chartered Institute of Personnel and Development (CIPD)

Accreditation Statement:  
Accredited by the Chartered Institute of Personnel and Development (CIPD).

Approved	Start	Expected End	Renewal
21/Jun/2011	21/Jun/2011	31/Aug/2020	01/Sep/2020

#### Course Structure:

---

## January (Part-time Day and Evening)

### Year 1

Module	Title	Credits	Period	Type
7HR005	Human Resource Management in Context	20	IN YR	Core

7HR003	Leading, Managing and Developing People	20	IN YR	Core
7HR001	Investigating a Business Issue from an HR Perspective	20	CRYRA	Core

## January (Part-time Day and Evening)

### Year 2

Module	Title	Credits	Period	Type
7HR002	People Resourcing and Reward	20	IN YR	Core

7HR004	Organisational Change and Development	20	IN YR	Core
7HR012	Key Issues in Employee Relations and Employment Law	20	IN YR	Core

## September (Part-time Day and Evening)

### Year 1

Module	Title	Credits	Period	Type
7HR003	Leading, Managing and Developing People	20	IN YR	Core
7HR001	Investigating a Business Issue from an HR Perspective	20	CRYRA	Core
7HR005	Human Resource Management in Context	20	IN YR	Core

## September (Part-time Day and Evening)

### Year 2

Module	Title	Credits	Period	Type
7HR004	Organisational Change and Development	20	IN YR	Core
7HR012	Key Issues in Employee Relations and Employment Law	20	IN YR	Core
7HR002	People Resourcing and Reward	20	IN YR	Core

Please note: Optional modules might not run every year, the course team will decide on an annual basis which options will be running, based on student demand and academic factors, to create the best learning experience.

# Learning, Teaching and Assessment

## Academic Regulations Exemption:

---

Section 1.2.3 - Exemption permitting the delivery of module 7HR001 (Investigating a Business Issue from a HR Perspective) over a whole academic year with content taught during Semester 1 followed by assessment submission during Semester 2.

Approved by AFRSC (20/6/2011).

## Reference Points:

---

- CIPD Professional standards (2010)
- Quality Assurance Agency for Higher Education (2015) Masters awards in Business and Management: programme framework (benchmark)
- FHEQ (2006) Framework for Higher Education Qualifications
- Equality Act 2010.

## Learning Outcomes:

---

### PGCert Course Learning Outcome 1 (PGCCLO1)

"Demonstrate a systematic understanding of knowledge, and a critical awareness of current problems and/or new insights, much of which is at, or informed by, the forefront of your academic discipline, field of study or area of professional practice with a conceptual understanding that enables the student: 1. to evaluate critically current research and advanced scholarship in the discipline. 2. to evaluate methodologies and develop critiques of them and, where appropriate, to propose new hypotheses."

### PGCert Course Learning Outcome 2 (PGCCLO2)

"Demonstrate a comprehensive understanding of techniques applicable to your own research or advanced scholarship and ability to continue to advance your knowledge and understanding, and to develop new skills to a high level."

### PGCert Course Learning Outcome 3 (PGCCLO3)

"Demonstrate originality in the application of knowledge, together with a practical understanding of how established techniques of research and enquiry are used to create and interpret knowledge in the discipline."

### PGCert Course Learning Outcome 4 (PGCCLO4)

"Ability to deal with complex issues both systematically and creatively, make sound judgements in the absence of complete data, and communicate your conclusions clearly to specialist and non-specialist audiences."

### PGCert Course Learning Outcome 5 (PGCCLO5)

"Demonstrate self-direction and originality in tackling and solving problems, and act autonomously in planning and implementing tasks at a professional or equivalent level."

### PGCert Course Learning Outcome 6 (PGCCLO6)

Demonstrate the qualities and transferable skills necessary for employment requiring: 1. the exercise of initiative and personal responsibility 2. decision-making in complex and unpredictable situations 3. the

independent learning ability required for continuing professional development.

---

**PGDip Course Learning Outcome 1 (PGDCLO1)**

Critically evaluate contemporary organisations in terms of their principal operating environments.

---

**PGDip Course Learning Outcome 2 (PGDCLO2)**

"Critically analyse how resourcing, talent management and reward strategies are developed."

---

**PGDip Course Learning Outcome 3 (PGDCLO3)**

Identify and justify a business issue that is of strategic relevance to the organisation in terms of research.

---

**PGDip Course Learning Outcome 4 (PGDCLO4)**

Analyse and critically evaluate the historical and theoretical basis of organisational designs and their development in terms of their value and contribution to organisational life.

---

**PGDip Course Learning Outcome 5 (PGDCLO5)**

"Critically evaluate the practice, relevance and contribution of HRM and HRD to organisational success and effective change management using major contemporary research and debates in the field of HR;"

---

**PGDip Course Learning Outcome 6 (PGDCLO6)**

"Understand, analyse and critically evaluate the different theories and perspectives on employment relations and employment law"

---

**Overview of Assessment:**

---

Module	Title	Course Learning Outcomes
7HR001	Investigating a Business Issue from an HR Perspective	PGCCLO1, PGCCLO3, PGCCLO4, PGCCLO5
7HR002	People Resourcing and Reward	PGDCLO1, PGDCLO2, PGDCLO3, PGDCLO5, PGDCLO6
7HR003	Leading, Managing and Developing People	PGCCLO1, PGCCLO3, PGCCLO4, PGCCLO6
7HR004	Organisational Change and Development	PGDCLO1, PGDCLO2, PGDCLO3, PGDCLO4, PGDCLO5
7HR005	Human Resource Management in Context	PGCCLO1, PGCCLO2, PGCCLO3
7HR012	Key Issues in Employee Relations and Employment Law	PGDCLO1, PGDCLO3, PGDCLO4, PGDCLO6

**Teaching, Learning and Assessment:**

---

A variety of interactive learning activities will support the achievement of the course learning outcomes. Learning will involve both classroom engagement and out of classroom activities including the use of blended learning environments. Flexible and interactive e-learning opportunities (including CANVAS and PebblePad) will be a feature of learning. Personal reflection and collaborative learning will be vital components of this course and students will be expected to participate fully.

Students will encounter a number of learning activities during a variety of formal lectures, seminars and tutorials. The course will make use of case studies, problem solving activities, discussions (both structured and unstructured), action learning sets, evaluation of online and documentary resources and guest speaker inputs.

Students will be expected, and directed, to read from a range of sources, including academic journals. Students will work autonomously as well as interactively within group exercises. In order to progress and show knowledge and skill at Master's level requires a significant amount of self directed as well as lecturer directed reading and this forms a significant part of this course.

Both formative and summative assessment tasks will enhance opportunities for learning.

Learning activities will encompass a number of approaches that are designed to ensure a holistic overview of the subject matter. These will typically include;

- research
- critical analysis
- ethical approaches to key issues
- systematic problem solving
- presentation of results
- group dynamics and team activities
- CPD and critical self evaluation

The course covers a range of topics in the field of HR including, Leadership, Talent Development, Change Management, Organisational Development and Key issues in Employee Relations & Employment Law. Each level of the programme is aligned to the national standards for the profession, and is endorsed by the Chartered Institute of Personnel and Development (CIPD). Completion of the course enables students to apply for professional Chartered Membership or Fellowship of the CIPD.

It is essential that you become a student member of the CIPD in order to gain the appropriate membership on completion of your studies. The appropriate form will be supplied at the beginning of your course of study.

### Assessment Methods:

---

At the University of Wolverhampton, a variety of modes of assessment will be used to support and test your learning and progress and to help you develop capabilities that are valued beyond your University studies and into your working life. Your course may include a variety of assessment activities:

Written examinations (including online examinations, open and closed book examinations and quizzes)  
Coursework (for example, essays, reports, portfolios, project proposals and briefs, CVs, poster presentation)  
Practical (for example, oral and video presentations, laboratory work, performances, practical skills assessment)

In the final year of your undergraduate degree, and at the end of your postgraduate degree, you are likely to be expected to write an extended piece of work or research, such as a dissertation or a practice-based piece of research.

### Student Support:

---

In providing flexible and interactive e-learning opportunities to meet student needs, e-learning components will be designed to form an integral feature of the learning, teaching and support. VLE provides a platform for doing this and will be the primary focus of the online supported learning dimension of the module. In addition to making use of the online databases and other software resources available through the Learning Centre and ITS, students will be encouraged to consider the potential benefits of using Pebble Pad as a practical aid to research activity.

A Personal Tutor is allocated to every student. Personal Tutors maintain regular communication (virtual and/or face-to-face) with each of their designated tutees. Follow up meetings are arranged with students who are not making satisfactory progress or who are at risk of withdrawal. Personal Tutors assist students in their personal and academic development, planning and progression as well as offering students advice and guidance to help them liaise with other staff and support facilities in their school and the University, including study skills support.

The Course Leader will monitor the academic and experiential quality of the Course through Award Boards,

focus groups and other channels. Course Leader also supports and direct students proactively on the Course, both collectively and individually, and respond to inquiries and requests from students with regard to the academic programme of study.

Special Needs Tutor liaises with the Student Enabling Centre (SEC) regarding provision for specific disabled students & disseminates information from the SEC on the needs of specific disabled students. The Special Needs Tutor also monitor requests for, and provision of, specific examination and assessment arrangements, publicise SNT 'surgery' arrangements and make available time to meet with individual disabled students to enable them to discuss their own school-specific disability issues where necessary. The tutor takes a pro-active role in monitoring the welfare and academic progress of disabled students within the school.

### Employability in the Curriculum:

---

The CIPD is world renowned for developing the standards for the HR profession and for anyone wishing to pursue or further their career within the field of HR it is essential that a CIPD postgraduate qualification is obtained, giving membership to the professional body.

Most organisations who recruit HR professionals require applicants to either hold a CIPD qualification or be studying to achieve one.

International, National and Local recruitment to the field of HR is growing and as such competition for employment is high. Our programme is a robust programme that has been highly commended by the CIPD for many years.

Furthermore there is an opportunity to progress onto a relevant masters ie MA HRM.



THE UNIVERSITY OF OPPORTUNITY