

Course Specification

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Produced By:	Laura Clode
Status:	Validated

Core Information

Awarding Body / Institution:	University of Wolverhampton		
School / Institute:	Wolverhampton Business School		
Course Code(s):	BU031K23UV	Sandwich	4 Years
UCAS Code:	NN17		
Course Title:	BSc (Hons) Business and Finance with Sandwich Placement		
Hierarchy of Awards:	Bachelor of Science with Honours Business and Finance, having satisfactorily completed a sandwich placement Bachelor of Science with Honours Business and Finance Bachelor of Science Business and Finance, having satisfactorily completed a sandwich placement Bachelor of Science Business and Finance, having satisfactorily completed a sandwich placement Diploma of Higher Education Business and Finance Certificate of Higher Education Business and Finance University Statement of Credit University Statement of Credit		
Language of Study:	English		
Date of DAG approval:	25/Sep/2017		
Last Review:	2016/7		
Course Specification valid from:	2009/0		
Course Specification valid to:	2022/3		

Academic Staff

Course Leader:	Dr Shaukat Ali
Head of Department:	Mrs Sarah Williams

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)

Applicants will apply through UCAS and will be required to meet the standard entry requirements for degrees within FoSS from the following or equivalents:

- 'A' Levels at grades BBC - CCC
- BTEC QCF Extended Diploma grade MMM, BTEC QCF Diploma grade DD
- Access to HE Diploma full award (Pass of 60 credits - of which a minimum of 45 credits must be at level 3 including 18 at Merit or Distinction).
- AAT Level 3 Accounting
- If you've got other qualifications or relevant experience, please contact [The Gateway](#) for further advice before applying.
- International entry requirements and application guidance can be found [here](#)
- Successful completion of the [International Foundation Year in Social Sciences](#) guarantees entry on to this course

Part-time students must apply directly to the University's centralised admissions unit.

In the case of international students competency in English Language with a minimum of IELTS 6 or equivalent where first language is not English.

Students must have studied a minimum of two years post GCSE level. However, it is expected that some applicants will be mature students with work experience, who wish to further their career development. These applicants will be processed through standard procedures, which may involve an interview as part of the process.

All applicants will be processed through the university's centralised admissions units, with any UK non-standard applicants being referred to the Faculty Student Office.

Students may apply for RPL and receive credit, subject to the guidelines set out in the University of Wolverhampton RPL guidelines.

Distinctive Features of the Course:

The programme combines the broad skills development of the business management subject with the detailed theoretical and analytical skills required in Finance. The programme provides depth as well as breadth in that it covers many aspects of financial theory and practice as well as risk, corporate social responsibility and the international aspects of trade.

A placement can be undertaken anywhere; local, national or even, in some instances, international. During a placement, you will be doing similar work to a normal employee of the organisation giving you a unique insight into your chosen profession or sector, the opportunity to acquire crucial personal skills and also the opportunity to build a network of useful contacts. Many companies that employ graduates use placement programmes as a method of recruitment so you could be fast tracked into employment or onto one of their

graduate schemes if you impress them.

The team at [The Workplace](#) constantly search for new placement opportunities but if you find an opportunity that interests you or you have been successful in securing one yourself, contact them for further information and support.

Educational Aims of the Course:

The BSc (Hons) Business and Finance course aims to provide students with knowledge and understanding of business and financial theories and their strategic applications to organisations operating within a highly digitised and changing global environment. Through the use of a wide range of concepts, approaches, research techniques and e-learning forums the course intends to equip students with a range of personal and intellectual skills in preparation for a career in financial, banking and general management fields.

The course will provide students with opportunities to advance their ICT skills through the use of applications software and other technologies and the diversity of topical areas covered in the study programme will allow students to develop their own understandings of global citizenship applicable to their local, national and international communities.

Once completing this degree, students would have qualifications which would be suitable for a wide range of business careers including general management, accountancy, banking and finance.

This degree course will develop much needed skills and abilities in successful students. Specifically the course will create business managers who have an in depth knowledge of finance methodologies which should be valuable both in general management and within the financial services sector. Successful students would expect to be suitably qualified to develop careers in a range of areas including general management, accountancy, banking and finance.

This degree can also be used as the basis for postgraduate study in the area of finance and general business management for example the Business School has an MSc in International Banking and Finance which dovetails in with the knowledge and skills obtained on this programme.

Intakes:

September

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	Full Time / Sandwich	£9250.00
2020/1	Overseas	Full Time / Sandwich	£12250.00

PSRB:

None

Course Structure:

September (Sandwich)

Year 1

Module	Title	Credits	Period	Type
4AC011	Professional Skills For Accountants	20	SEM1	Core
4HR018	Organisational Structures for Effective Management	20	SEM1	Core
4AC009	Economics for Accounting and Finance	20	SEM1	Core
4FC001	Quantitative Analysis for Economics and Finance	20	SEM2	Core
4IB004	Business in a Global Context	20	SEM2	Core

For this option group you must choose a minimum of 1 credits and a maximum of 1 credits

4MK007	Principles of Marketing	20	SEM2	
4HR003	People, Work and Society	20	SEM2	

September (Sandwich)

Year 2

Module	Title	Credits	Period	Type
5AC006	Financial Reporting	20	SEM1	Core
5FC003	International Financial Institutions and Markets	20	SEM1	Core
5BE001	Entrepreneurial Creativity and Innovation	20	SEM1	Core
5FC001	Introduction to Financial Economics	20	SEM2	Core
5BU012	Operations and Supply Management	20	SEM2	Core

For this option group you must choose a minimum of 20 credits and a maximum of 20 credits

5MK011	Customer Acquisition and Retention	20	SEM2	
5HR005	People Development in Organisations	20	SEM2	

September (Sandwich)

Year 3

Module	Title	Credits	Period	Type
5BU005	Supervised Work Experience	40	YEAR	Core

September (Sandwich)

Year 4

Module	Title	Credits	Period	Type
6FC001	Corporate and Behavioural Finance	20	SEM1	Core
6BU011	Business Research Methods	20	SEM1	Core
6BU013	Independent Project	20	SEM2	Core
6BE003	Strategic Management	20	SEM2	Core
6BE002	Strategies for Building Business Success	20	SEM2	Core

For this option group you must choose a minimum of 20 credits and a maximum of 20 credits

Please note that you cannot choose module 6WL001 unless you have taken and passed modules 4WL002 and 5WL001.

6FC004	Finance for SMEs	20	SEM1
6FC003	Global Financial Management	20	SEM1

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:

N/A

Reference Points:

- Quality Code - [Part A: Setting and Maintaining Academic Standards](#). Including :
 - [Qualifications Frameworks](#)
 - [Characteristics Statements](#)
 - [Credit Frameworks](#)
 - [Subject Benchmark Statements](#) – Business and Management (2015) and Finance (2016)
- Quality Code - [Part B: Assuring and Enhancing Academic Quality](#)
- [University Policies and Regulations](#)
- Equality Act (2010)
- University "A Curriculum of Opportunity" Centre for Academic Practice

Learning Outcomes:

CertHE Course Learning Outcome 1 (CHECLO1)

"Demonstrate knowledge of the underlying concepts and principles associated with your area(s) of study, and an ability to evaluate and interpret these within the context of that area of study"

CertHE Course Learning Outcome 2 (CHECLO2)

"Demonstrate an ability to present, evaluate and interpret qualitative and quantitative data, in order to develop lines of argument and make sound judgements in accordance with basic theories and concepts of your subject(s) of study."

CertHE Course Learning Outcome 3 (CHECLO3)

Evaluate the appropriateness of different approaches to solving problems related to your area(s) of study and/or work

CertHE Course Learning Outcome 4 (CHECLO4)

"Communicate the results of your study/work accurately and reliably, and with structured and coherent arguments"

CertHE Course Learning Outcome 5 (CHECLO5)

Demonstrate the qualities and transferable skills necessary for employment requiring the exercise of some personal responsibility

DipHE Course Learning Outcome 1 (DHECLO1)

"Demonstrate knowledge and critical understanding of the well-established principles of your area(s) of study, and of the way in which those principles have developed with an understanding of the limits of your knowledge, and how this influences analyses and interpretations based on that knowledge."

DipHE Course Learning Outcome 2 (DHECLO2)

"Demonstrate the ability to apply underlying concepts and principles outside the context in which they were first studied, including, where appropriate, the application of those principles in an employment context"

DipHE Course Learning Outcome 3 (DHECLO3)

"Demonstrate knowledge of the main methods of enquiry in the subject(s) relevant to the named award, and ability to evaluate critically the appropriateness of different approaches to solving problems in the field of study"

DipHE Course Learning Outcome 4 (DHECLO4)

"Use a range of established techniques to initiate and undertake critical analysis of information, and to propose solutions to problems arising from that analysis"

DipHE Course Learning Outcome 5 (DHECLO5)

"Effectively communicate information, arguments and analysis in a variety of forms to specialist and non-specialist audiences, and deploy key techniques of the discipline effectively"

DipHE Course Learning Outcome 6 (DHECLO6)

"Demonstrate the qualities and transferable skills necessary for employment, requiring the exercise of

personal responsibility and decision-making and undertake further training, developing existing skills and acquire new competences that will enable them to assume significant responsibility within organisations."

Ordinary Degree Course Learning Outcome 1 (ORDCLO1)

Critically appraise the concepts and principles of finance and business theories through application to a wide range of businesses in the global market place.

Ordinary Degree Course Learning Outcome 2 (ORDCLO2)

Critically assess the impact of changing internal and external environmental forces on organisations' financial and business activities and practices.

Ordinary Degree Course Learning Outcome 3 (ORDCLO3)

"Demonstrate ICT and other interpersonal skills through a range of approaches, including selecting appropriate tools and techniques for analysing and interpreting data and information using applications software and other technologies."

Ordinary Degree Course Learning Outcome 4 (ORDCLO4)

"Demonstrate a range of financial skills and management knowledge which will be attractive to employers operating at a local, national and international level."

Ordinary Degree Course Learning Outcome 5 (ORDCLO5)

Effectively communicate business and finance ideas to a variety of specialist and non-specialist audiences

Honours Degree Course Learning Outcome 1 (DEGCLO1)

Critically appraise the concepts and principles of finance and business theories through application to a wide range of businesses in the global market place.

Honours Degree Course Learning Outcome 2 (DEGCLO2)

Critically assess the impact of changing internal and external environmental forces on organisations' financial and business activities and practices.

Honours Degree Course Learning Outcome 3 (DEGCLO3)

"Demonstrate ICT and other interpersonal skills through a range of approaches, including selecting appropriate tools and techniques for analysing and interpreting data and information using applications software and other technologies."

Honours Degree Course Learning Outcome 4 (DEGCLO4)

"Demonstrate a range of financial skills and management knowledge which will be attractive to employers operating at a local, national and international level."

Honours Degree Course Learning Outcome 5 (DEGCLO5)

Effectively communicate business and finance ideas to a variety of specialist and non-specialist audiences

Honours Degree Course Learning Outcome 6 (DEGCLO6)

"Propose, undertake and present an independent study project that analyses a key issue in the area of business and finance"

Overview of Assessment:

Module	Title	Course Learning Outcomes
4AC009	Economics for Accounting and Finance	CHECLO1, CHECLO2, CHECLO3, CHECLO4, CHECLO5
4AC011	Professional Skills For Accountants	CHECLO1, CHECLO2, CHECLO3, CHECLO4, CHECLO5
4FC001	Quantitative Analysis for Economics and Finance	CHECLO1, CHECLO2, CHECLO3, CHECLO4, CHECLO5
4HR003	People, Work and Society	CHECLO1, CHECLO2, CHECLO3, CHECLO4, CHECLO5
4HR018	Organisational Structures for Effective Management	CHECLO1, CHECLO2, CHECLO3, CHECLO4, CHECLO5
4IB004	Business in a Global Context	CHECLO1, CHECLO2, CHECLO3, CHECLO4, CHECLO5
4MK007	Principles of Marketing	CHECLO1, CHECLO2, CHECLO3, CHECLO4, CHECLO5
5AC006	Financial Reporting	DHECLO1, DHECLO2, DHECLO3, DHECLO4, DHECLO5, DHECLO6
5BE001	Entrepreneurial Creativity and Innovation	DHECLO1, DHECLO2, DHECLO3, DHECLO4, DHECLO5, DHECLO6
5BU012	Operations and Supply Management	DHECLO1, DHECLO2, DHECLO3, DHECLO4, DHECLO5, DHECLO6
5FC001	Introduction to Financial Economics	DHECLO1, DHECLO2, DHECLO3, DHECLO4, DHECLO5, DHECLO6
5FC003	International Financial Institutions and Markets	DHECLO1, DHECLO2, DHECLO3, DHECLO4, DHECLO5, DHECLO6
5HR005	People Development in Organisations	DHECLO1, DHECLO2, DHECLO3, DHECLO4, DHECLO5, DHECLO6
5MK011	Customer Acquisition and Retention	DHECLO1, DHECLO2, DHECLO3, DHECLO4, DHECLO5, DHECLO6
6BE002	Strategies for Building Business Success	DEGCLO1, DEGCLO2, DEGCLO3, DEGCLO4, DEGCLO5, ORDCLO1, ORDCLO2, ORDCLO3, ORDCLO4, ORDCLO5
6BE003	Strategic Management	DEGCLO1, DEGCLO2, DEGCLO3, DEGCLO4, DEGCLO5, ORDCLO1, ORDCLO2, ORDCLO3, ORDCLO4, ORDCLO5
6BU011	Business Research Methods	DEGCLO3, DEGCLO5, DEGCLO6, ORDCLO3, ORDCLO5
6BU013	Independent Project	DEGCLO3, DEGCLO5, DEGCLO6, ORDCLO3, ORDCLO5
6FC001	Corporate and Behavioural Finance	DEGCLO1, DEGCLO2, DEGCLO3, DEGCLO4, DEGCLO5, ORDCLO1, ORDCLO2, ORDCLO3, ORDCLO4, ORDCLO5
6FC003	Global Financial Management	DEGCLO1, DEGCLO2, DEGCLO3, DEGCLO4, DEGCLO5, ORDCLO1, ORDCLO2, ORDCLO3, ORDCLO4, ORDCLO5
6FC004	Finance for SMEs	DEGCLO1, DEGCLO2, DEGCLO3, DEGCLO4, DEGCLO5, ORDCLO1, ORDCLO2, ORDCLO3, ORDCLO4, ORDCLO5

Teaching, Learning and Assessment:

The students' knowledge of business concepts and financial methodologies is developed throughout all three years of the programme. The programme as a whole will provide the students' with opportunities to develop skills relevant to the first graduate attribute identified under 'A Curriculum of Opportunity'.

Skills relating to research methods and analytical techniques are initially developed at Level 4 in the modules 4AC011 Professional Skills for Accountants and 4HR018 Organisational Structures for Effective Management.

The skills are used across the Level 5 modules, but are specifically deepened and widened in 5BU012 Operations and Supply Management. The final stage in developments of research skills will occur at Level 6 as part of the module 6BU011 Business Research Methods. The students will be able to demonstrate their research and analytical skills during the third year of the programme, specifically in the project/dissertation/case study module 6BU013 Independent Project. The modules discussed above will give the students opportunities to develop skills in relation to the second graduate attribute identified under 'A Curriculum of Opportunity'.

Interactive lectures, seminars and workshops will be used during face-to-face sessions to enhance learning and build up a peer support network that will provide additional support when collaborating online. VLE forums will be used for online collaboration where appropriate.

The course's modules employ a variety of assessment methods, including report writing, time-constrained assignments, presentations, in-class tests, portfolios, essays, and independent study project. All assessments will be conducted according to the University Assessment Policies and Procedures. Procedures for submission and feedback will be made available for all assessment and communicated to students electronically via the VLE. Below is an indicative list of assessment types:

- Writing reports and essays to show breadth and depth of understanding
- Case study analysis
- Making presentations, both individual and group
- Multi-choice tests
- Dissertations / Projects
- Time-constrained assignments
- Portfolios and learning log/journals
- Assessed group activity (including peer appraisal)

Teamwork is a key employability skill and is at the heart of effective management and organisational functioning. It is also a powerful learning strategy that is used throughout this course.

The overarching aim at each level is:

Level 4: Students will gain team-work experience from group presentations and group reports, and self-work experience from individual tests. This will contribute to their development of independent study skills.

Level 5: Formative and summative assessments are designed to develop the student's ability in terms of deepening knowledge and providing tactical solutions at an operational level.

Level 6: Formative and summative assessments are designed to develop the student's ability in terms of thinking strategically and making strategic business decisions based upon a detailed knowledge of business concepts and financial principles.

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:

There are number of levels of support available for learning.

Each student will be allocated a personal tutor. 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 will assist the student in their personal and academic development, planning and progression. They will also help the student to liaise with other staff and support facilities in their school, the faculty and the University, including study skills support.

The course leader will monitor the academic and experiential quality of the course through Course Committee, focus groups and other channels. The course leader also supports and directs students proactively on the course, both collectively and individually, and will respond to inquiries and requests from students with regard to the academic programme of study.

The Faculty Enabling Tutor liaises with the Student Enabling Centre (SEC) regarding provision for specific disabled students and disseminates information from the SEC to staff. The Faculty Enabling Tutors also monitor requests for, and provision of, specific examination and assessment arrangements, publicise '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.

In-class assessments are arranged by the module tutor. The module tutor will, where appropriate, ensure that arrangements are made for students requiring special consideration. These arrangements will apply to those students who have been identified as having special learning requirements.

Members of the Learning Centres are invited to speak to students about accessing printed and electronic resources and provide support for research. LIS also provide a number of electronic resources including podcasts, which can support distance learners in these areas. The 'skills for learning' skills support facility can be accessed electronically via www.wlv.ac.uk/lib/skills

Each module also provides an extensive reading list and suggestions for web-based and other electronic resources. The VLE system is widely used in all modules for a variety of pedagogical and more practical purposes relating to the dissemination of information and the submission of student work.

Employability in the Curriculum:

This degree course will develop much needed skills and abilities in successful students. Specifically the course will create business managers who have an in depth knowledge of finance and accounting techniques which should be valuable both in general management and within the financial services sector. Successful students would expect to be suitably qualified to develop careers in a range of areas including general management, accountancy, banking and finance.

The degree can also be used as the basis for postgraduate study in the area of finance and general business management for example the Business School has a MSc in Finance and Accounting which dovetails in with the knowledge and skills obtained on this programme.

The completion of a Sandwich Year will enable you to gain valuable hands on experience in a relevant work environment. This will not only provide additional practical subject skills but it will also develop personal transferable skills such as communication skills, problem solving skills and demonstrate competency in working with other people. This will increase your employability and assist you in gaining employment in the future.

