

Course Specification

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Produced By:	Oliver Jones
Status:	Validated

Core Information

Awarding Body / Institution:	University of Wolverhampton		
School / Institute:	Wolverhampton Business School		
Course Code(s):	BU032T01UV BU032T31UV	Full-time Part-time	4 Years 8 Years
UCAS Code:	N101		
Course Title:	BA (Hons) Business and Accounting with Foundation Year		
Hierarchy of Awards:	Bachelor of Arts with Honours Business and Accounting Bachelor of Arts Business and Accounting Diploma of Higher Education Business and Accounting Certificate of Higher Education Business and Accounting University Statement of Credit University Statement of Credit		
Language of Study:	English		
Date of DAG approval:	01/Sep/2017		
Last Review:	2013/4		
Course Specification valid from:	2009/0		
Course Specification valid to:	2019/0		

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)

2017 Entry

- DD from A level
- BTEC QCF Extended Diploma grade PPP, BTEC QCF Diploma grade MP
- Pass Access to HE Diploma (Full Award)
- 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](#)

Other Requirements

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. Please see <http://wlv.ac.uk/mature> for further information.

Applicants who do not meet the entry requirements may be offered an alternative course.

Distinctive Features of the Course:

The programme combines the broad skills development of the business management subject with the detailed theoretical and analytical skills of required of Accounting. This course is designed to obtain a exemption from CIMA and ACCA bodies' professional examinations, and therefore give you a fast track towards becoming a professional accountant. The course is also designed to make you attractive to prospective employers through the development of practical skills, the ability to problem solve, work in groups, research and use research methods and work independently

This programme not only provides a strong accounting background but also provides a knowledge and understanding of a wide range of other subjects which enable students to pursue a wide range of management roles in business.

You can develop the skills and knowledge that you need to study at undergraduate level, building on your strengths and working on your weaknesses, so that you can feel confident that by the end you are ready to commence a degree course, and to apply the skills to undertake the directed and independent learning which will help you to achieve your potential. This will allow you to embark on Level 4 study in an appropriate undergraduate discipline or combined award, confident that you have developed the skills and chosen the most relevant subject area(s) to specialise in, which will allow you to perform strongly at degree level and enhance your career aims.

Educational Aims of the Course:

The BA (Hons) Business and Accounting course aims to provide students with knowledge and understanding of business and accounting methods 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 accounting, finance, banking and general management fields.

The course will provide students with opportunities to advance their ICT skills through the use of applications software, accounting packages and other technologies. 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 other than in accountancy, areas such as general management, banking and finance. Specifically the course will create business managers who have an in depth knowledge of accounting techniques which should be valuable both in general management and within the financial and accountancy 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 exemptions gained from the professional accountancy bodies mean that students will have a head start in developing a career in accountancy.

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 an MSc in Finance and Accounting which dovetails in with the knowledge and skills obtained on this programme.

Intakes:

September
January

Major Source of Funding:

HE FUNDING COUNCIL FOR ENGLAND (HEFCE)

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
2017/8	H	Full Time	£6150.00
2017/8	EU	Full Time	£6150.00
2017/8	Overseas	Full Time	£11475.00
2017/8	H	Part Time	£2835.00
2017/8	EU	Part Time	£2835.00
2017/8	Overseas	Part Time	£5738.00
2018/9	Overseas	Full Time	£11700.00
2018/9	H	Part Time	£2925.00
2018/9	Overseas	Part Time	£5850.00
2018/9	EU	Part Time	£2925.00
2019/0	H	Full Time	£8400.00
2019/0	EU	Full Time	£8400.00
2019/0	Overseas	Full Time	£12000
2019/0	H	Part Time	£2975.00
2019/0	Overseas	Part Time	£6000
2019/0	EU	Part Time	£2975.00

PSRB:

None

Course Structure:

January (Full-Time)

Part time students study alongside full time students. However, they do not study more than 80 credits in each academic calendar year.

Year 1

Module	Title	Credits	Period	Type
3GK004	The World at Work: Careers and Personal Development	20	SEM2	Core
3GK003	Academic Skills	20	SEM2	Core
3IM001	Business Decision Making	20	SEM2	Core
3GK006	Extended Project	20	SEM1	Core
3GK005	Critical Thinking	20	SEM1	Core
3MG001	Introduction to Management	20	SEM1	Core

January (Full-Time)

Part time students study alongside full time students. However, they do not study more than 80 credits in each academic calendar year.

Year 2

Module	Title	Credits	Period	Type
4IB004	Business in a Global Context	20	SEM2	Core
4AC010	Financial Accounting Principles	20	SEM2	Core
4AC007	Costing	20	SEM2	Core
4AC011	Professional Skills For Accountants	20	SEM1	Core
4HR018	Organisational Structures for Effective Management	20	SEM1	Core
4HR002	Introduction to People at Work	20	SEM1	Core

January (Full-Time)

Part time students study alongside full time students. However, they do not study more than 80 credits in each academic calendar year.

Year 3

Module	Title	Credits	Period	Type
5AC001	Budgeting and Financial Control	20	SEM2	Core
5BU012	Operations and Supply Management	20	SEM2	Core
5IB004	Economics of Managerial Decision-making	20	SEM2	Core
5AC003	Management Accounting: Decision Making Techniques	20	SEM1	Core
5AC006	Financial Reporting	20	SEM1	Core
5BE001	Entrepreneurial Creativity and Innovation	20	SEM1	Core

January (Full-Time)

Part time students study alongside full time students. However, they do not study more than 80 credits in each academic calendar year.

Year 4

Module	Title	Credits	Period	Type
6BU011	Business Research Methods	20	SEM2	Core
6BE003	Strategic Management	20	SEM2	Core
6BE002	Strategies for Building Business Success	20	SEM2	Core

6AC002	Auditing	20	SEM1	Core
6AC003	Business Taxation	20	SEM1	Core
6BU013	Independent Project	20	SEM1	Core

September (Full-Time)

Part time students study alongside full time students. However, they do not study more than 80 credits in each academic calendar year.

Year 1

Module	Title	Credits	Period	Type
3GK003	Academic Skills	20	SEM1	Core
3GK005	Critical Thinking	20	SEM1	Core
3MG001	Introduction to Management	20	SEM1	Core
3GK004	The World at Work: Careers and Personal Development	20	SEM2	Core
3GK006	Extended Project	20	SEM2	Core
3IM001	Business Decision Making	20	SEM2	Core

September (Full-Time)

Part time students study alongside full time students. However, they do not study more than 80 credits in each academic calendar year.

Year 2

Module	Title	Credits	Period	Type
4AC011	Professional Skills For Accountants	20	SEM1	Core
4HR018	Organisational Structures for Effective Management	20	SEM1	Core
4HR002	Introduction to People at Work	20	SEM1	Core
4IB004	Business in a Global Context	20	SEM2	Core
4AC010	Financial Accounting Principles	20	SEM2	Core
4AC007	Costing	20	SEM2	Core

September (Full-Time)

Part time students study alongside full time students. However, they do not study more than 80 credits in each academic calendar year.

Year 3

Module	Title	Credits	Period	Type
5AC003	Management Accounting: Decision Making Techniques	20	SEM1	Core
5AC006	Financial Reporting	20	SEM1	Core
5BE001	Entrepreneurial Creativity and Innovation	20	SEM1	Core
5AC001	Budgeting and Financial Control	20	SEM2	Core
5BU012	Operations and Supply Management	20	SEM2	Core
5IB004	Economics of Managerial Decision-making	20	SEM2	Core

September (Full-Time)

Part time students study alongside full time students. However, they do not study more than 80 credits in each academic calendar year.

Year 4

Module	Title	Credits	Period	Type
6AC002	Auditing	20	SEM1	Core
6AC003	Business Taxation	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

Learning, Teaching and Assessment

Academic Regulations Exemption:

None.

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 Accounting (2016)*

Quality Code - [Part B: Assuring and Enhancing Academic Quality](#)

[University Policies and Regulations](#)

Equality Act (2010)

Learning Outcomes:

Foundation Year Course Learning outcome 1 (UCCL01)

Have factual, procedural and theoretical knowledge and understanding of a subject or field of work to complete tasks and address problems that while well-defined, may be complex and non-routine. Can interpret and evaluate relevant information and ideas

Foundation Year Course Learning outcome 2 (UCCL02)

Can interpret and evaluate relevant information and ideas

Foundation Year Course Learning outcome 3 (UCCL03)

Are aware of the nature of the area of study or work

Foundation Year Course Learning outcome 4 (UCCL04)

Are aware of different perspectives or approaches within the area of study or work.

Certificate in Higher Education Learning Outcome 1 (CHECLO1)

Demonstrate knowledge of the underlying concepts and principles associated with business and accounting, and an ability to evaluate and interpret these within the context of these areas of study

Certificate in Higher Education 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 business and accounting.

Certificate in Higher Education Learning Outcome 3 (CHECLO3)

Evaluate the appropriateness of different approaches to solving problems related business and accounting and/or work

Certificate in Higher Education Learning Outcome 4 (CHECLO4)

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

Certificate in Higher Education Learning Outcome 5 (CHECLO5)

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

Diploma in Higher Education 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.

Diploma in Higher Education 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

Diploma in Higher Education 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

Diploma in Higher Education 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

Diploma in Higher Education 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

Diploma in Higher Education 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.

Non-Honours Degree Learning Outcome 1 (ORDCLO1)

Demonstrate a broad understanding of sports journalism across print, online, radio and TV broadcasting media as well as of the convergence of sports journalistic production in the current socio-political landscape.

Non-Honours Degree Learning Outcome 2 (ORDCLO2)

Apply near-professional skills for identifying, gathering, evaluating, researching, presenting and producing sports news, writing news stories, match reports (on a range of sports), feature profiles, ghost-written columns and analytical and confessional pieces.

Non-Honours Degree Learning Outcome 3 (ORDCLO3)

Work to meet deadlines showing informed knowledge of the principles and practice of sports journalism, and understanding of ethical elements of the practice of sports journalism in the UK.

Non-Honours Degree Learning Outcome 4 (ORDCLO4)

Demonstrate a critical understanding of the theoretical perspectives relating to sports journalism and awareness of the way sports journalism has changed in light of the internet, satellite television, 24 hour rolling news, social media and mobile applications.

Non-Honours Degree Learning Outcome 5 (ORDCLO5)

Demonstrate appropriate practical transferable skills necessary for employment by using appropriately and creatively a range of digital equipment and operate as a member of a production team.

Honours Degree Learning Outcome 1 (DEGCLO1)

Demonstrate a broad understanding and knowledge of sports journalism across print, online, radio and TV broadcasting media as well as of the convergence of sports journalistic production in the current socio-

political landscape.

Honours Degree Earning Outcome 2 (DEGCLO2)

Apply professional skills for identifying, gathering, evaluating, researching, presenting and producing sports news, writing news stories, match reports (on a range of sports), feature profiles, ghost-written columns and analytical and confessional pieces.

Honours Degree Earning Outcome 3 (DEGCLO3)

Work to meet deadlines, displaying competence to professional standards in creating audio, visual and written sports news content suitable to be published and/or broadcast by online / radio/ TV distribution channels and other highly specialised sports productions across multiple platforms.

Honours Degree Earning Outcome 4 (DEGCLO4)

Demonstrate a detailed understanding of the theoretical perspectives relating to sports journalism and of the way sports journalism has changed in light of the internet, satellite television, 24 hour rolling news, social media and mobile applications.

Honours Degree Earning Outcome 5 (DEGCLO5)

Demonstrate practical transferable skills necessary for employment in any area of journalism and demonstrate awareness of the changing professional demands of sports journalism and how to respond to these with flexibility and creativity.

Honours Degree Earning Outcome 6 (DEGCLO6)

Manage your professional conduct and plan your career development in relation to the duties and responsibilities of a sports journalist, operate successfully in a team context in a multi-platform newsroom, working in flexible, creative ways, both independently and in teams, showing self-discipline, self-direction, communication skills, critical thinking and a reflective and problem-solving capacity.

Overview of Assessment:

Module	Title	Course Learning Outcomes
3GK003	Academic Skills	UCCL01, UCCL02, UCCL03, UCCL04
3GK004	The World at Work: Careers and Personal Development	UCCL01, UCCL02, UCCL03, UCCL04
3GK005	Critical Thinking	UCCL01, UCCL02, UCCL03, UCCL04
3GK006	Extended Project	UCCL01, UCCL02, UCCL03, UCCL04
3IM001	Business Decision Making	UCCL01, UCCL02, UCCL03, UCCL04
3MG001	Introduction to Management	UCCL01, UCCL02, UCCL03, UCCL04
4AC007	Costing	CHECLO1, CHECLO2, CHECLO3, CHECLO4, CHECLO5
4AC010	Financial Accounting Principles	CHECLO1, CHECLO2, CHECLO3, CHECLO4, CHECLO5
4AC011	Professional Skills For Accountants	CHECLO1, CHECLO2, CHECLO3, CHECLO4, CHECLO5
4HR002	Introduction to People at Work	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
5AC001	Budgeting and Financial Control	DHECLO1, DHECLO2, DHECLO3, DHECLO4, DHECLO5, DHECLO6
5AC003	Management Accounting: Decision Making Techniques	DHECLO1, DHECLO2, DHECLO3, DHECLO4, DHECLO5, DHECLO6
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
5IB004	Economics of Managerial Decision-making	DHECLO1, DHECLO2, DHECLO3, DHECLO4, DHECLO5, DHECLO6
6AC002	Auditing	DEGCLO1, DEGCLO2, DEGCLO4, DEGCLO5, ORDCLO1, ORDCLO2, ORDCLO4, ORDCLO5
6AC003	Business Taxation	DEGCLO1, DEGCLO2, DEGCLO4, DEGCLO5, ORDCLO1, ORDCLO2, ORDCLO4, ORDCLO5
6BE002	Strategies for Building Business Success	DEGCLO1, DEGCLO2, DEGCLO3, DEGCLO5, ORDCLO1, ORDCLO2, ORDCLO3, ORDCLO5
6BE003	Strategic Management	DEGCLO1, DEGCLO2, DEGCLO3, DEGCLO4, DEGCLO5, ORDCLO1, ORDCLO2, ORDCLO3, ORDCLO4, ORDCLO5
6BU011	Business Research Methods	DEGCLO3, DEGCLO4, DEGCLO5, DEGCLO6, ORDCLO3, ORDCLO4, ORDCLO5
6BU013	Independent Project	DEGCLO3, DEGCLO4, DEGCLO5, DEGCLO6, ORDCLO3, ORDCLO4, ORDCLO5

Teaching, Learning and Assessment:

The students' knowledge of business concepts and accounting techniques 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 5IB004 Economics of Managerial Decision-making and 5AC003 Management Accounting. 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 an 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)

Learning and Teaching Methods:

This data indicates the proportion of time in each year of study that students can expect to engage in the following activities (expressed as a percentage for each level).

Level	Teaching	Independent	Placement
3	24	76	0
4	24	76	0
5	24	76	0
6	20	80	0

Assessment Methods:

This data indicates the proportion of summative assessment in each year of study that will derive from the following: (expressed as a percentage for each level).

Level	Written Exams	Practical Exams	Coursework
3	7	0	93
4	58	0	42
5	50	0	50
6	58	0	42

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:

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 accounting principles.

