University of Wolverhampton

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):	BU034J01UV	Full-time	3 Years
	BU034J31UV	Part-time	6 Years
Course Title:	BA (Hons) Business and Human Resource Management		
Hierarchy of Awards:	Bachelor of Arts with Honours Business and Human Resource Management Bachelor of Arts Business and Human Resource Management Diploma of Higher Education Business and Human Resource Management Certificate of Higher Education Business and Human Resource Management University Statement of Credit University Statement of Credit		
Language of Study:	English		
Date of DAG approval:	17/May/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:	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

2017 Entry

- '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

 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.

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

Distinctive Features of the Course:

The course places a strong emphasis on employability skills by building skills and confidence employers require e.g. IT skills, project management skills.

Educational Aims of the Course:

The BA (Hons) Business and Human Resource Management course provides a contemporary business education that offers a solid foundation for success in a business career or in Human Resource Management. The course is designed for students who want to embark on a study of Human Resource Management together with the broader Business subject to develop analytical and evaluation skills that can be applied to international real-world situations. The vocational aspects of the course are underpinned by current and future developments in industry and commerce. The course aims to prepare students for a professional career in business with an inclination towards human resource management by developing knowledge and understanding of business disciplines, encouraging critical investigation in business related topics and developing independent personal development skills.

The course recognises that people management is a key force for successful economic growth and thus the

course emphasises the development of knowledge and understanding of a range of people management and business practices and the ability to apply them effectively in an innovative manner.

The course provides an interdisciplinary approach to Global Citizenship and will help students develop their own understandings of complex and contested notions in the business environment. Students will develop informed perspectives in their own and collective responsibilities as Global Citizens within their local, national and international communities.

The course will provide students with the opportunity to develop Digital Literacy skills through the use of applications software used by contemporary organisations. Additionally, students will gain understanding of managerial systems and their impact upon organisations. Digital Literacy skills are also developed through the engagement with the 'e' aspects of the learning process through the process of engagement with 'e' materials, tasks, and collaborative learning.

Students who successfully complete the course are expected to enhance their job prospects and strengthen their employment opportunities. The course is designed to prepare students for career opportunities generally in business or in a variety of people management related areas including training & people development, resourcing organisations, reward practice and personnel strategy.

The course will provide the underpinning for postgraduate study in Business such in human resourcing leading to full membership of the CIPD. Students can choose to follow programmes leading to the award of an MA HRM or an MA Human Resource Development.

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
2020/1	H	Part Time	£3050.00
2020/1	Overseas	Part Time	£6125.00

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
4IB004	Business in a Global Context	20	SEM2	Core
4HR003	People, Work and Society	20	SEM2	Core
4MK007	Principles of Marketing	20	SEM2	Core
4BU006	Learning for Business Success	20	SEM1	Core
4HR002	Introduction to People at Work	20	SEM1	Core
4HR018	Organisational Structures for Effective 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
5IB004	Economics of Managerial Decision-making	20	SEM2	Core
5HR005	People Development in Organisations	20	SEM2	Core

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

Module	Title	Credits	Period	Type
5MK011	Customer Acquisition and Retention	20	SEM2	
5BU012	Operations and Supply Management	20	SEM2	
5BE001	Entrepreneurial Creativity and Innovation	20	SEM1	Core
5HR004	Managing the Employment Cycle	20	SEM1	Core
5HR002	Leading and Managing in Organisations	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
6BE003	Strategic Management	20	SEM2	Core
6BU011	Business Research Methods	20	SEM2	Core
6BE002	Strategies for Building Business Success	20	SEM2	Core
6HR003	Strategies for People Management	20	SEM1	Core
6BU010	Designing Organisations for the Future	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
4BU006	Learning for Business Success	20	SEM1	Core
4HR002	Introduction to People at Work	20	SEM1	Core
4HR018	Organisational Structures for Effective Management	20	SEM1	Core
4IB004	Business in a Global Context	20	SEM2	Core
4HR003	People, Work and Society	20	SEM2	Core
4MK007	Principles of Marketing	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
5BE001	Entrepreneurial Creativity and Innovation	20	SEM1	Core
5HR004	Managing the Employment Cycle	20	SEM1	Core
5HR002	Leading and Managing in Organisations	20	SEM1	Core
5IB004	Economics of Managerial Decision-making	20	SEM2	Core
5HR005	People Development in Organisations	20	SEM2	Core

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

Module	Title	Credits	Period	Type
5MK011	Customer Acquisition and Retention	20	SEM2	
5BU012	Operations and Supply Management	20	SEM2	

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
6HR003	Strategies for People Management	20	SEM1	Core
6BU010	Designing Organisations for the Future	20	SEM1	Core
6BU011	Business Research Methods	20	SEM1	Core
6BU013	Independent Project	20	SEM2	Core
6BE002	Strategies for Building Business Success	20	SEM2	Core
6BE003	Strategic Management	20	SEM2	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:

None

Reference Points:

Quality Code - Part A: Setting and Maintaining Academic Standards. Including :

Qualifications Frameworks

– Business and Management (2015)

Quality Code -

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 assess and evaluate organisations, their management and the changing external environment in which they operate.

Ordinary Degree Course Learning Outcome 2 (ORDCLO2)

Critically appraise relevant knowledge and understanding to demonstrate a flexible and enquiring intellectual stance that contributes to lifelong learning and personal development.

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 business skills and human resource 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 human resource management ideas to a variety of specialist and non-specialist audiences.

Honours Degree Course Learning Outcome 1 (DEGCLO1)

Critically assess and evaluate organisations, their management and the changing external environment in which they operate.

Honours Degree Course Learning Outcome 2 (DEGCLO2)

Critically appraise relevant knowledge and understanding to demonstrate a flexible and enquiring intellectual stance that contributes to lifelong learning and personal development.

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 business skills and human resource 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 human resource management 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 human resource management.

Overview of Assessment:

Module	Title	Course Learning Outcomes
4BU006	Learning for Business Success	CHECLO1, CHECLO2, CHECLO3, CHECLO4, CHECLO5
4HR002	Introduction to People at Work	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
5BE001	Entrepreneurial Creativity and Innovation	DHECLO1, DHECLO2, DHECLO3, DHECLO4, DHECLO5, DHECLO6
5BU005	Supervised Work Experience	DHECLO1, DHECLO2, DHECLO3, DHECLO4
5BU012	Operations and Supply Management	DHECLO1, DHECLO2, DHECLO3, DHECLO4, DHECLO5, DHECLO6
5HR002	Leading and Managing in Organisations	DHECLO1, DHECLO2, DHECLO3, DHECLO4, DHECLO5, DHECLO6
5HR004	Managing the Employment Cycle	DHECLO1, DHECLO2, DHECLO3, DHECLO4, DHECLO5, DHECLO6
5HR005	People Development in Organisations	DHECLO1, DHECLO2, DHECLO3, DHECLO4, DHECLO5, DHECLO6
5IB004	Economics of Managerial Decision-making	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
6BU010	Designing Organisations for the Future	DEGCLO1, DEGCLO2, DEGCLO3, DEGCLO4, DEGCLO5, ORDCLO1, ORDCLO2, ORDCLO3, ORDCLO4, ORDCLO5
6BU011	Business Research Methods	DEGCLO2, DEGCLO3, DEGCLO4, DEGCLO5, DEGCLO6, ORDCLO2, ORDCLO3, ORDCLO4, ORDCLO5
6BU013	Independent Project	DEGCLO2, DEGCLO3, DEGCLO5, DEGCLO6, ORDCLO2, ORDCLO3, ORDCLO5
6HR003	Strategies for People Management	DEGCLO1, DEGCLO2, DEGCLO3, DEGCLO4, DEGCLO5, ORDCLO1, ORDCLO2, ORDCLO3, ORDCLO4, ORDCLO5

Teaching, Learning and Assessment:

The students' knowledge of business methodologies and human resource management concepts 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 4BU006 Learning for Business Success 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. 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 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 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)

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 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 business methodologies and human resource management concepts