

Hertfordshire Business School

Title of Programme: FdA Business Management

FdA Business Management

FdA Business Management with Accounting

FdA Business Management with Event Management

FdA Business Management with Human Resource Management

FdA Business Management with Law

FdA Business Management with Marketing

FdA Business Management with Tourism

Programme Code: BSBMGTFD

Programme Delivery: The colleges of Hertfordshire Higher Education Consortium:

Hertford Regional College

North Hertfordshire College

Oaklands College

West Herts College

Programme Specification

This programme specification is relevant to students entering:
01 September 2016

Associate Dean of School (Academic Quality Assurance):

Denise Ball



Signature

Programme Specification FdA Business Management

This programme specification (PS) is designed for prospective students, enrolled students, academic staff and potential employers. It provides a concise summary of the main features of the programme and the intended learning outcomes that a typical student might reasonably be expected to achieve and demonstrate if he/she takes full advantage of the learning opportunities that are provided. More detailed information on the teaching, learning and assessment methods, learning outcomes and content for each module can be found in Definitive Module Documents (DMDs) and Module Guides.

Section 1

Awarding Institution/Body Teaching Institution	University of Hertfordshire Hertford Regional College North Hertfordshire College Oaklands College West Herts College
University/partner campuses Programme accredited by	Hertford Regional College – Ware and Broxbourne North Hertfordshire College - Stevenage Oaklands College – Welwyn Garden City West Herts College – Watford
Final Award All Final Award titles	Foundation Degree FdA Business Management FdA Business Management with Accounting FdA Business Management with Event Management FdA Business Management with Human Resource Management FdA Business Management with Law FdA Business Management with Marketing FdA Business Management with Tourism
FHEQ level of award UCAS code(s)	5 N101 - Business Management N1N3 - Business Management with Accounting N104 - Business Management with Event Management N1N6 - Business Management with Human Resource Management N1MC - Business Management with Law N1N5 - Business Management with Marketing N103 - Business Management with Tourism
Language of Delivery	English

A. Programme Rationale

This programme is designed to provide the essential skills, knowledge and understanding of business which will enable students to enter employment and/or progress to the honours top-up in Business disciplines. The programme offers an education in general business which puts emphasis on personal development and employability.

The programme structure enables students to experience a comprehensive range of business topics at level 4 before making a decision between general business or business with a specialist route at level 5. This helps to meet the individual needs of students, allowing them to make choices which match their developing career aspirations. The programme helps students to improve their academic skills at the same time as developing key skills required by employers.

Work Based Learning (WBL) and engagement with employers is central to the foundation degree concept and has been embraced in this programme in accordance with the Quality Assurance Agency (QAA) Foundation Degree Characteristics statement (2015). The Programme has been designed to reflect the real life experience of working in a business context, developing the students to work independently, in teams and for themselves. Whilst the WBL module in the programme is the focal point for the engagement with employers, it is not the sole point of employer engagement in the programme.

Full-time students will be mainly school or college leavers who have successfully completed a level 3 qualification. This may be an A level, a National Diploma, an AVCE (Advanced GNVQ) or other suitable qualification. The programme is also accessible by part-time students who may be similarly qualified or who may be accepted with a wider range of level 3 FE qualifications and/or work experience.

The programme provides opportunity for students to progress to a named award at the University of Hertfordshire that reflects the Foundation Degree pathway that they have studied and to achieve a named honours degree in three years in most cases. Students choosing the general business foundation degree may progress to BA (Hons) Business Administration.

The programme is offered at four colleges in Hertfordshire.

B. Educational Aims of the Programme

The programme has been devised in accordance with the University's graduate attributes of programmes of study as set out in [UPR TL03](#).

Additionally this programme aims to:

- prepare students for a career in business and management;
- provide students with a thorough understanding of business and management practices in local, national and international contexts;
- develop students' practical, transferable, intellectual, study, employability and enterprise skills;
- enable students to apply their learning in work-related contexts;
- equip students for further academic study;
- provide progression routes to appropriate honours degree programmes at the University of Hertfordshire.

C. Intended Learning Outcomes

The programme provides opportunities for students to develop and demonstrate knowledge and understanding, skills and other attributes in the following areas. The programme outcomes are referenced to the Foundation Degree Characteristics Statement 2015, QAA Benchmark for Business and Management 2015, the Frameworks for Higher Education Qualifications of UK Degree-Awarding Bodies (2014), the UH Foundation Degree Consortium Model (as detailed in the Consortium Quality Handbook-Appendix XII) and relate to the typical student. Additionally, the SEEC Credit Level Descriptors for Further and Higher Education 2010 have been used as a guiding framework for curriculum design.

Knowledge and Understanding	Teaching/learning methods & strategies	Assessment
A1. The intricacies of organisations	Acquisition of knowledge and understanding is through a combination of lectures, small group tutorials, coursework and practical assignments, and developed throughout the programme.	Knowledge and understanding are assessed through a combination of coursework and unseen examinations. Assessment is both formative and summative.
A2. The complexity of the local, national and international external environments in which organisations operate	Throughout, the learner is encouraged to undertake	Coursework assessment types are varied and include presentations, posters,
A3. The wide range of processes, procedures		

and practices of effective business management

- A4. The basic principles of ethical considerations of business and organisations

Programme Learning Outcomes relevant to Subject-specific pathways:

- A5. The theoretical concepts and vocational relevant information associated with *Accounting*

- A6. The theoretical concepts and vocational relevant information associated with *Event Management*

- A7. The theoretical concepts and vocational relevant information associated with *Human Resource Management*

- A8. The theoretical concepts and vocational relevant information associated with *Law*

- A9. The theoretical concepts and vocational relevant information associated with *Marketing*

- A10. The theoretical concepts and vocational relevant information associated with *Tourism Management*

independent study to supplement and consolidate what is being taught/learnt and to broaden their individual knowledge and understanding of the subject.

Learning Outcomes A5 to A10 are fully developed within the relevant specialist FdA Business Management pathways, although elements of these are available to students on the main FdA Business Management degree as options.

Pathway specific knowledge and understanding is taught and assessed through the relevant pathway

reflective, evaluations, projects, IT-based activities and time-constrained exercises.

Some elements of group assessment are also included.

Intellectual skills	Teaching/learning methods & strategies	Assessment
<p>B1. Analyse and evaluate business information for decision-making purposes</p> <p>B2. Utilise cognitive skills of critical thinking, analysis and synthesis</p> <p>B3. Analyse and solve business problems using appropriate techniques</p> <p>B4. Analyse and evaluate the impact of the wider international, economic, political, legal and social environment on business organisations</p>	<p>Intellectual skills specific to business are developed using the methods and strategies outlined in section A above.</p> <p>Critical, analytical and problem-solving skills are developed through tutorial work and in-course exercises particularly at level 5.</p> <p>Throughout, the learner is encouraged to continue to develop their intellectual skills by independent study</p>	<p>Intellectual skills are assessed through a combination of coursework and unseen examinations, using the methods described in section A above.</p> <p>Assessment, which is both formative and summative, can take many forms, e.g. essay assignments, project reports, portfolios, presentations and IT-based activities.</p>
Practical skills	Teaching/learning methods & strategies	Assessment
<p>C1. Apply a range of appropriate business techniques to analyse data to solve structured business problems</p> <p>C2. Conduct research into business and management issues through creation, extraction and analysis of data from a range of sources</p> <p><u>'Business Management with ...' Pathways ONLY</u></p> <p>C3. Review issues of specific relevance to the chosen discipline and evaluate their significance using a range of techniques appropriate to the specialism</p>	<p>Practical skills are developed throughout the programme by methods and strategies outline in sections A and B above.</p>	<p>Practical skills are assessed through a combination of coursework, unseen examinations, case study reports, presentations, and IT based activities.</p>

Transferable skills	Teaching/learning methods & strategies	Assessment
D1. Communicate effectively, both orally and in writing	Transferable skills are developed through the programme.	Transferable skills are assessed through the use of coursework, oral presentations and examinations (Skills D1, D2, D3 and D5)
D2. Make effective use of IT tools for business	Skill D1 is developed through coursework, written reports, oral presentations and project reports.	Skill D4 is assessed by group based assessments.
D3. Manage time and resources effectively	Skills D2 and D5 are introduced through modules such as Methods and Systems for Business Decisions and Work Based Learning and developed further through project work and course assessments.	Skill D6 is assessed via coursework and examinations.
D4. Work effectively within a team	Skill D3 is developed as workloads are managed and deadlines have to be met.	Skill D7 is assessed through practical coursework and group based business simulations.
D5. Manipulate, sort and present data	Skill D4 is developed through tutorials and group-based coursework assessment.	Skill D8 is assessed through examination and in class tests.
D6. Learn to study effectively in preparation for life-long learning	Skill D6 is developed and promoted throughout the programme.	
D7. Demonstrate the ability to use academic, enterprise and employability skills in both scholarly and work-based environments	Skills D7 and D8 are developed and promoted throughout the programme, particularly in the Enterprise, Work Based Learning and Exploring Business Ethics modules.	
D8. Operate in the dynamic global arena and appreciate contemporary and cross cultural difference	Throughout, the learner is encouraged to develop transferable skills by maintaining a record of evidence and completing a personal development plan.	

Programme Structures, Features, Levels, Modules, and Credits

The programme is offered in full-time (2 years – 4 semesters) and part-time (2 years - 6 semesters) modes, in addition to a slower part-time rate of study, and leads to the award of a Foundation Degree in Business. Entry is normally at level 4 (A-level or equivalent qualifications), but is possible at level 5 with suitable level 4 qualifications. Intake is normally semester A in September.

Work-Based Learning

Work based learning (WBL) and engagement with employers is central to the foundation degree concept. It has been embraced through an ethos and definition of WBL as “learning through, for and at work”. The programme is designed to reflect the real life experience of working in a business environment: developing students to work independently, in teams and for themselves in a variety of business-oriented activities. Whilst the WBL modules in the programme are the focal point for developing employability skills and engagement with employers, they are not the sole points in the programme of such engagement. There is an emphasis throughout on real life case studies and briefs, and these culminate in the final-year WBL project module, in which students put “the needs of an organisation” at the heart of their project. Such organisations will commonly be SMEs (small and medium enterprises), but could also include large employers, public services, charities and not-for-profit groups.

Programme Structure

The programme structure and progression information overpage (Table 1a and 1b) is provided for the award. Any interim awards are identified in Table 1b. The Programme Learning Outcomes detailed above are developed and assessed through the constituent modules. Table 2 (in section 2) identifies where each learning outcome is assessed.

[Appendix A provides the unique module code for each college’s module delivery].

Please note that the availability of particular modules in any one year and at any one college will depend on the college of study and student numbers.

Table 1a(i) Outline Programme Structure for FdA Business Management (Stevenage, Ware, Watford, Welwyn Garden City)

Mode of study Full time (2 year – 4 semesters); **Entry point** Semester A

Level 4

Module Title	Module Code	Credit Points	Language of Delivery	% Examination	% Coursework	% Practical	Semesters
Compulsory Modules							
Module Title							
Principles of Marketing	See College Module Code Matrix in Appendix A	15	English	0	100	0	A
Accounting for Managers		15	English	0	100	0	A
Developing the Business Professional		15	English	0	65	35	A
Methods and Systems for Business Decisions		15	English	50	50	0	A
Economics for Business		15	English	0	100	0	B
Introduction to Human Resource Management		15	English	0	60	40	B
Introduction to Research Methods		15	English	0	100	0	B
Business Law		15	English	0	100	0	B

Level 5

Module Titles	Module Code	Credit Points	Language of Delivery	% examination	% coursework	% Practical	Semesters
Compulsory Modules							
Module Titles							
Exploring Business Ethics	See College Module Code Matrix in Appendix A	15	English	70	30	0	A
Enterprise		15	English	0	70	30	B
Global Business		15	English	0	70	30	B
Work Based Learning Project		30	English	0	70	30	AB
Optional Modules (select 3)*							
Module Titles							
Financial Management	See College Module Code Matrix in Appendix A	15	English	60	40	0	A
Analysing Financial Information		15	English	50	50	0	A
Organisational Psychology		15	English	50	50	0	A
Resourcing and Talent Management		15	English	0	70	30	A
Marketing Communications		15	English	0	70	30	A
Marketing Planning		15	English	70	30	0	A
Management Accounting for Business Decisions		15	English	80	20	0	B
Performance Management and Reward		15	English	50	50	0	B
Product Innovation		15	English	0	80	20	B

* Students may take any three of the level 5 specialist modules listed above. To give a good balance of subjects on this generalist route, students are advised to take one module from each pathway (Accounting, Human Resources Management and Marketing).

Progression to Level 5 requires 120 credit points at Level 4. For students with less than 120 credits at Level 4 progression will be determined by the Programme Examination Board.

The award of FdA Business and Management requires 240 credits passed with at least 120 at Level 5 including the Work Based Learning Project (see also programme-specific regulations).

Table 1a(ii) Outline Programme Structure for FdA Business Management with Accounting (Stevenage, Ware, Watford, Welwyn Garden City)

Level 4

Module Title	Module Code	Credit Points	Language of Delivery	% Examination	% Coursework	% Practical	Semesters
Compulsory Modules							
Principles of Marketing	See College Module Code Matrix in Appendix A	15	English	0	100	0	A
Accounting for Managers		15	English	0	100	0	A
Developing the Business Professional		15	English	0	65	35	A
Methods and Systems for Business Decisions		15	English	50	50	0	A
Economics for Business		15	English	0	100	0	B
Introduction to Human Resource Management		15	English	0	60	40	B
Introduction to Research Methods		15	English	0	100	0	B
Business Law		15	English	0	100	0	B

Level 5

Module Titles	Module Code	Credit Points	Language of Delivery	% examination	% coursework	% Practical	Semesters
Compulsory Modules							
Exploring Business Ethics	See College Module Code Matrix in Appendix A	15	English	70	30	0	A
Financial Management		15	English	60	40	0	A
Analysing Financial Information		15	English	50	50	0	A
Work Based Learning Project*		30	English	0	70	30	AB
Global Business		15	English	0	70	30	B
Enterprise		15	English	0	70	30	B
Management Accounting for Business Decisions		15	English	80	20	0	B

*For awards other than FdA Business Management, the Work Based Learning Project must be in the same subject area as the named award.

Progression to Level 5 requires 120 credit points at Level 4. For students with less than 120 credits at Level 4 progression will be determined by the Programme Examination Board.

The award of FdA Business and Management requires 240 credits passed with at least 120 at Level 5 including the Work Based Learning Project (see also programme-specific regulations).

Table 1a(iii) Outline Programme Structure for FdA Business Management with Event Management (Broxbourne and Ware, Stevenage, Watford, Welwyn Garden City)

Level 4

Module Title	Module Code	Credit Points	Language of Delivery	% Examination	% Coursework	% Practical	Semesters
Compulsory Modules							
Principles of Marketing	See College Module Code Matrix in Appendix A	15	English	0	100	0	A
Accounting for Managers		15	English	0	100	0	A
Developing the Business Professional		15	English	0	65	35	A
Methods and Systems for Business Decisions		15	English	50	50	0	A
Economics for Business		15	English	0	100	0	B
Introduction to Human Resource Management		15	English	0	60	40	B
Introduction to Research Methods		15	English	0	100	0	B
Business Law		15	English	0	100	0	B

Progression to Level 5 requires 120 credit points at Level 4. For students with less than 120 credits at Level 4 progression will be determined by the Programme Examination Board.

Level 5

Module Titles	Module Code	Credit Points	Language of Delivery	% examination	% coursework	% Practical	Semesters
Compulsory Modules							
Exploring Business Ethics	See College Module Code Matrix in Appendix A	15	English	70	30	0	A
Exploring the Event Industry		15	English	70	0	30	A
Risk Management and Security for Events		15	English	0	100	0	A
Work Based Learning Project*		30	English	0	70	30	AB
Global Business		15	English	0	70	30	B
Enterprise		15	English	0	70	30	B
Event Planning, Design and Community Engagement		15	English	0	100	0	B

*For awards other than FdA Business Management, the Work Based Learning Project must be in the same subject area as the named award.

Progression to Level 5 requires 120 credit points at Level 4. For students with less than 120 credits at Level 4 progression will be determined by the Programme Examination Board.

The award of FdA Business and Management requires 240 credits passed with at least 120 at Level 5 including the Work Based Learning Project (see also programme-specific regulations).

Table 1a(iv) Outline Programme Structure for FdA Business Management with Human Resource Management (Stevenage, Ware, Watford)

Level 4

Module Title	Module Code	Credit Points	Language of Delivery	% Examination	% Coursework	% Practical	Semesters
Compulsory Modules							
Principles of Marketing	See College Module Code Matrix in Appendix A	15	English	0	100	0	A
Accounting for Managers		15	English	0	100	0	A
Developing the Business Professional		15	English	0	65	35	A
Methods and Systems for Business Decisions		15	English	50	50	0	A
Economics for Business		15	English	0	100	0	B
Introduction to Human Resource Management		15	English	0	60	40	B
Introduction to Research Methods		15	English	0	100	0	B
Business Law		15	English	0	100	0	B

Level 5

Module Titles	Module Code	Credit Points	Language of Delivery	% examination	% coursework	% Practical	Semesters
Compulsory Modules							
Exploring Business Ethics	See College Module Code Matrix in Appendix A	15	English	70	30	0	A
Organisational Psychology		15	English	50	50	0	A
Resourcing and Talent Management		15	English	0	70	30	A
Work Based Learning Project*		30	English	0	70	30	AB
Global Business		15	English	0	70	30	B
Enterprise		15	English	0	70	30	B
Performance Management and Reward		15	English	50	50	0	B

*For awards other than FdA Business Management, the Work Based Learning Project must be in the same subject area as the named award.

Progression to Level 5 requires 120 credit points at Level 4. For students with less than 120 credits at Level 4 progression will be determined by the Programme Examination Board.

The award of FdA Business and Management requires 240 credits passed with at least 120 at Level 5 including the Work Based Learning Project (see also programme-specific regulations).

Table 1a (v) Outline Programme Structure for FdA Business Management with Law (Stevenage, Watford, Welwyn Garden City)

Level 4

Compulsory Modules Module Title	Module Code	Credit Points	Language of Delivery	% Examination	% Coursework	% Practical	Semesters
Principles of Marketing	See College Module Code Matrix in Appendix A	15	English	0	100	0	A
Accounting for Managers		15	English	0	100	0	A
Developing the Business Professional		15	English	0	65	35	A
Methods and Systems for Business Decisions		15	English	50	50	0	A
Economics for Business		15	English	0	100	0	B
Introduction to Human Resource Management		15	English	0	60	40	B
Introduction to Research Methods		15	English	0	100	0	B
Business Law		15	English	0	100	0	B

Level 5

Compulsory Modules Module Titles	Module Code	Credit Points	Language of Delivery	% examination	% coursework	% Practical	Semesters
Exploring Business Ethics	See College Module Code Matrix in Appendix A	15	English	70	30	0	A
Enterprise		15	English	0	70	30	B
English and European Legal Systems and Procedures		15	English	0	100	0	A
Contract and Commercial Law		30	English	50	50	0	AB
*Work Based Learning Project		30	English	0	70	30	AB
Global Business		15	English	0	70	30	B

*For awards other than FdA Business Management, the Work Based Learning Project must be in the same subject area as the named award.

Progression to Level 5 requires 120 credit points at Level 4. For students with less than 120 credits at Level 4 progression will be determined by the Programme Examination Board.

The award of FdA Business and Management requires 240 credits passed with at least 120 at Level 5 including the Work Based Learning Project (see also programme-specific regulations).

Table 1a (vi) Outline Programme Structure for FdA Business Management with Marketing (Stevenage, Ware, Watford, Welwyn Garden City)

Level 4

Module Title	Module Code	Credit Points	Language of Delivery	% Examination	% Coursework	% Practical	Semesters
Compulsory Modules							
Principles of Marketing	See College Module Code Matrix in Appendix A	15	English	0	100	0	A
Accounting for Managers		15	English	0	100	0	A
Developing the Business Professional		15	English	0	65	35	A
Methods and Systems for Business Decisions		15	English	50	50	0	A
Economics for Business		15	English	0	100	0	B
Introduction to Human Resource Management		15	English	0	60	40	B
Introduction to Research Methods		15	English	0	100	0	B
Business Law		15	English	0	100	0	B

Level 5

Module Titles	Module Code	Credit Points	Language of Delivery	% examination	% coursework	% Practical	Semesters
Compulsory Modules							
Exploring Business Ethics	See College Module Code Matrix in Appendix A	15	English	70	30	0	A
Marketing Planning		15	English	70	30	0	A
Marketing Communications		15	English	0	70	30	A
*Work Based Learning Project		30	English	0	70	30	AB
Global Business		15	English	0	70	30	B
Enterprise		15	English	0	70	30	B
Product Innovation		15	English	0	80	20	B

*For awards other than FdA Business Management, the Work Based Learning Project must be in the same subject area as the named award.

Progression to Level 5 requires 120 credit points at Level 4. For students with less than 120 credits at Level 4 progression will be determined by the Programme Examination Board.

The award of FdA Business and Management requires 240 credits passed with at least 120 at Level 5 including the Work Based Learning Project (see also programme-specific regulations).

Table 1a (vii) Outline Programme Structure for FdA Business Management with Tourism (Broxbourne and Ware, Stevenage, Watford)

Level 4

Module Title	Module Code	Credit Points	Language of Delivery	% Examination	% Coursework	% Practical	Semesters
Compulsory Modules							
Principles of Marketing	See College Module Code Matrix in Appendix A	15	English	0	100	0	A
Accounting for Managers		15	English	0	100	0	A
Developing the Business Professional		15	English	0	65	35	A
Methods and Systems for Business Decisions		15	English	50	50	0	A
Economics for Business		15	English	0	100	0	B
Introduction to Human Resource Management		15	English	0	60	40	B
Introduction to Research Methods		15	English	0	100	0	B
Business Law		15	English	0	100	0	B

Level 5

Module Titles	Module Code	Credit Points	Language of Delivery	% examination	% coursework	% Practical	Semesters
Compulsory Modules							
Exploring Business Ethics	See College Module Code Matrix in Appendix A	15	English	70	30	0	A
Tourism and Development		15	English	50	50	0	A
Tourism Passenger Transport		15	English	0	100	0	A
Work Based Learning Project*		30	English	0	70	30	AB
Global Business		15	English	0	70	30	B
Enterprise		15	English	0	70	30	B
Destination Marketing Research		15	English	0	100	0	B

*For awards other than FdA Business Management, the Work Based Learning Project must be in the same subject area as the named award.

Progression to Level 5 requires 120 credit points at Level 4. For students with less than 120 credits at Level 4 progression will be determined by the Programme Examination Board.

The award of FdA Business and Management requires 240 credits passed with at least 120 at Level 5 including the Work Based Learning Project (see also programme-specific regulations).

Table 1a (viii) Outline Programme Structure for FdA Business Management – Part-time (Stevenage, Ware, Watford)

Mode of study Part time (2 years - 6 semesters); **Entry point** Semester A

Level 4

Module Title	Module Code	Credit Points	Language of Delivery	% Examination	% Coursework	% Practical	Semesters
Compulsory Modules							
Principles of Marketing	See College Module Code Matrix in Appendix A	15	English	0	100	0	A
Accounting for Managers		15	English	0	100	0	A
Methods and Systems for Business Decisions		15	English	50	50	0	A
Economics for Business		15	English	0	100	0	B
Introduction to Human Resource Management		15	English	0	60	40	B
Business Law		15	English	0	100	0	B
Introduction to Research Methods		15	English	0	100	0	C
Developing the Business Professional		15	English	0	65	35	C

Level 5

Module Titles	Module Code	Credit Points	Language of Delivery	% examination	% coursework	% Practical	Semesters
Compulsory Modules							
Exploring Business Ethics	See College Module Code Matrix in Appendix A	15	English	70	30	0	A
Enterprise		15	English	0	70	30	B
Global Business		15	English	0	70	30	B
*Work Based Learning Project		30	English	0	70	30	BC

Optional Modules (select 3)*

Module Titles	Module Code	Credit Points	Language of Delivery	% examination	% coursework	% Practical	Semesters
Optional Modules (select 3)*							
Financial Management	See College Module Code Matrix in Appendix A	15	English	60	40	0	A
Analysing Financial Information		15	English	50	50	0	A
Organisational Psychology		15	English	50	50	0	A
Resourcing and Talent Management		15	English	0	70	30	A
Marketing Communications		15	English	0	70	30	A
Marketing Planning		15	English	70	30	0	A
Management Accounting for Business Decisions		15	English	80	20	0	B
Performance Management and Reward		15	English	50	50	0	B
Product Innovation		15	English	0	80	20	B

* Students may take any three of the level 5 specialist modules listed above. To give a good balance of subjects on this generalist route, students are advised to take one module from each pathway (Accounting, Human Resources Management and Marketing).

Progression to Level 5 requires 120 credit points at Level 4. For students with less than 120 credits at Level 4 progression will be determined by the Programme Examination Board.

The award of FdA Business and Management requires 240 credits passed with at least 120 at Level 5 including the Work Based Learning Project (see also programme-specific regulations).

Table 1a (ix) Outline Programme Structure for FdA Business Management with Accounting (part-time) (Stevenage, Ware, Watford)

Level 4

Module Title	Module Code	Credit Points	Language of Delivery	% Examination	% Coursework	% Practical	Semesters
Compulsory Modules							
Principles of Marketing	See College Module Code Matrix in Appendix A	15	English	0	100	0	A
Accounting for Managers		15	English	0	100	0	A
Methods and Systems for Business Decisions		15	English	50	50	0	A
Economics for Business		15	English	0	100	0	B
Introduction to Human Resource Management		15	English	0	60	40	B
Business Law		15	English	0	100	0	B
Introduction to Research Methods		15	English	0	100	0	C
Developing the Business Professional		15	English	0	65	35	C

Level 5

Module Titles	Module Code	Credit Points	Language of Delivery	% examination	% coursework	% Practical	Semesters
Compulsory Modules							
Exploring Business Ethics	See College Module Code Matrix in Appendix A	15	English	70	30	0	A
Analysing Financial Information		15	English	50	50	0	A
Financial Management		15	English	60	40	0	A
Enterprise		15	English	0	70	30	B
Global Business		15	English	0	70	30	B
Management Accounting for Business Decisions		15	English	80	20	0	B
*Work Based Learning Project	30	English	0	70	30	BC	

*For awards other than FdA Business Management, the Work Based Learning Project must be in the same subject area as the named award.

Progression to Level 5 requires 120 credit points at Level 4. For students with less than 120 credits at Level 4 progression will be determined by the Programme Examination Board.

The award of FdA Business and Management requires 240 credits passed with at least 120 at Level 5 including the Work Based Learning Project (see also programme-specific regulations).

Table 1a (x) Outline Programme Structure for FdA Business Management with Event Management (part-time) (Broxbourne and Ware, Stevenage, Watford)

Level 4

Module Title	Module Code	Credit Points	Language of Delivery	% Examination	% Coursework	% Practical	Semesters
Compulsory Modules							
Principles of Marketing	See College Module Code Matrix in Appendix A	15	English	0	100	0	A
Accounting for Managers		15	English	0	100	0	A
Methods and Systems for Business Decisions		15	English	50	50	0	A
Economics for Business		15	English	0	100	0	B
Introduction to Human Resource Management		15	English	0	60	40	B
Business Law		15	English	0	100	0	B
Introduction to Research Methods		15	English	0	100	0	C
Developing the Business Professional		15	English	0	65	35	C

Level 5

Module Titles	Module Code	Credit Points	Language of Delivery	% examination	% coursework	% Practical	Semesters
Compulsory Modules							
Exploring Business Ethics	See College Module Code Matrix in Appendix A	15	English	70	30	0	A
Enterprise		15	English	0	70	30	B
Global Business		15	English	0	70	30	B
Exploring the Event Industry		15	English	70	0	30	A
Risk Management and Security for Events		15	English	0	100	0	A
Event Planning, Design and Community Engagement		15	English	0	100	0	B
*Work Based Learning Project		30	English	0	70	30	BC

*For awards other than FdA Business Management, the Work Based Learning Project must be in the same subject area as the named award.

Progression to Level 5 requires 120 credit points at Level 4. For students with less than 120 credits at Level 4 progression will be determined by the Programme Examination Board.

The award of FdA Business and Management requires 240 credits passed with at least 120 at Level 5 including the Work Based Learning Project (see also programme-specific regulations).

Table 1a (xi) Outline Programme Structure for FdA Business Management with Human Resource Management (part-time) (Stevenage, Ware, Watford)

Level 4

Module Title	Module Code	Credit Points	Language of Delivery	% Examination	% Coursework	% Practical	Semesters
Compulsory Modules							
Principles of Marketing	See College Module Code Matrix in Appendix A	15	English	0	100	0	A
Accounting for Managers		15	English	0	100	0	A
Methods and Systems for Business Decisions		15	English	50	50	0	A
Economics for Business		15	English	0	100	0	B
Introduction to Human Resource Management		15	English	0	60	40	B
Business Law		15	English	0	100	0	B
Introduction to Research Methods		15	English	0	100	0	C
Developing the Business Professional		15	English	0	65	35	C

Level 5

Module Titles	Module Code	Credit Points	Language of Delivery	% examination	% coursework	% Practical	Semesters
Compulsory Modules							
Exploring Business Ethics	See College Module Code Matrix in Appendix A	15	English	70	30	0	A
Organisational Psychology		15	English	50	50	0	A
Resourcing and Talent Management		15	English	0	70	30	A
Global Business		15	English	0	70	30	B
Enterprise		15	English	0	70	30	B
Performance Management and Reward		15	English	50	50	0	B
*Work Based Learning Project		30	English	0	70	30	BC

*For awards other than FdA Business Management, the Work Based Learning Project must be in the same subject area as the named award.

Progression to Level 5 requires 120 credit points at Level 4. For students with less than 120 credits at Level 4 progression will be determined by the Programme Examination Board.

The award of FdA Business and Management requires 240 credits passed with at least 120 at Level 5 including the Work Based Learning Project (see also programme-specific regulations).

Table 1a (xii) Outline Programme Structure for FdA Business Management with Law (part-time) (Stevenage, Watford)

Level 4

	Module Code	Credit Points	Language of Delivery	% Examination	% Coursework	% Practical	Semesters
Compulsory Modules							
Module Title							
Principles of Marketing	See College Module Code Matrix in Appendix A	15	English	0	100	0	A
Accounting for Managers		15	English	0	100	0	A
Methods and Systems for Business Decisions		15	English	50	50	0	A
Economics for Business		15	English	0	100	0	B
Introduction to Human Resource Management		15	English	0	60	40	B
Business Law		15	English	0	100	0	B
Introduction to Research Methods		15	English	0	100	0	C
Developing the Business Professional		15	English	0	65	35	C

Level 5

	Module Code	Credit Points	Language of Delivery	% examination	% coursework	% Practical	Semesters
Compulsory Modules							
Module Titles							
Exploring Business Ethics	See College Module Code Matrix in Appendix A	15	English	70	30	0	A
English and European Legal Systems and Procedures		15	English	0	100	0	A
Contract and Commercial Law		30	English	50	50	0	AB
Enterprise		15	English	0	70	30	B
Global Business		15	English	0	70	30	B
*Work Based Learning Project		30	English	0	70	30	BC

*For awards other than FdA Business Management, the Work Based Learning Project must be in the same subject area as the named award.

Progression to Level 5 requires 120 credit points at Level 4. For students with less than 120 credits at Level 4 progression will be determined by the Programme Examination Board.

The award of FdA Business and Management requires 240 credits passed with at least 120 at Level 5 including the Work Based Learning Project (see also programme-specific regulations).

Table 1a (xiii) Outline Programme Structure for FdA Business Management with Marketing (part-time) (Stevenage, Ware, Watford)

Level 4

	Module Code	Credit Points	Language of Delivery	% Examination	% Coursework	% Practical	Semesters
Compulsory Modules							
Module Title							
Principles of Marketing	See College Module Code Matrix in Appendix A	15	English	0	100	0	A
Accounting for Managers		15	English	0	100	0	A
Methods and Systems for Business Decisions		15	English	50	50	0	A
Economics for Business		15	English	0	100	0	B
Introduction to Human Resource Management		15	English	0	60	40	B
Business Law		15	English	0	100	0	B
Introduction to Research Methods		15	English	0	100	0	C
Developing the Business Professional		15	English	0	65	35	C

Level 5

	Module Code	Credit Points	Language of Delivery	% examination	% coursework	% Practical	Semesters
Compulsory Modules							
Module Titles							
Exploring Business Ethics	See College Module Code Matrix in Appendix A	15	English	70	30	0	A
Marketing Planning		15	English	70	30	0	A
Marketing Communications		15	English	0	70	30	A
Enterprise		15	English	0	70	30	B
Global Business		15	English	0	70	30	B
Product Innovation		15	English	0	80	20	B
*Work Based Learning Project	30	English	0	70	30	BC	

*For awards other than FdA Business Management, the Work Based Learning Project must be in the same subject area as the named award.

Progression to Level 5 requires 120 credit points at Level 4. For students with less than 120 credits at Level 4 progression will be determined by the Programme Examination Board.

The award of FdA Business and Management requires 240 credits passed with at least 120 at Level 5 including the Work Based Learning Project (see also programme-specific regulations).

Table 1a (xiv) Outline Programme Structure for FdA Business Management with Tourism (part-time) (Broxbourne and Ware, Stevenage, Watford)

Level 4

Module Title	Module Code	Credit Points	Language of Delivery	% Examination	% Coursework	% Practical	Semesters
Compulsory Modules							
Principles of Marketing	See College Module Code Matrix in Appendix A	15	English	0	100	0	A
Accounting for Managers		15	English	0	100	0	A
Methods and Systems for Business Decisions		15	English	50	50	0	A
Economics for Business		15	English	0	100	0	B
Introduction to Human Resource Management		15	English	0	60	40	B
Business Law		15	English	0	100	0	B
Introduction to Research Methods		15	English	0	100	0	C
Developing the Business Professional		15	English	0	65	35	C

Level 5

Module Titles	Module Code	Credit Points	Language of Delivery	% examination	% coursework	% Practical	Semesters
Compulsory Modules							
Exploring Business Ethics	See College Module Code Matrix in Appendix A	15	English	70	30	0	A
Tourism and Development		15	English	50	50	0	A
Tourism Passenger Transport		15	English	0	100	0	A
Enterprise		15	English	0	70	30	B
Global Business		15	English	0	70	30	B
Destination Marketing Research		15	English	0	100	0	B
*Work Based Learning Project		30	English	0	70	30	BC

*For awards other than FdA Business Management, the Work Based Learning Project must be in the same subject area as the named award.

Progression to Level 5 requires 120 credit points at Level 4. For students with less than 120 credits at Level 4 progression will be determined by the Programme Examination Board.

The award of FdA Business and Management requires 240 credits passed with at least 120 at Level 5 including the Work Based Learning Project (see also programme-specific regulations).

Honours classification

The University has approved structure and assessment regulations common to all programmes. Full details are provided in [UPR AS14](#), Section D.

Table 1b Final and interim awards available

The programme provides the following final and interim awards:

Award	Minimum requirements	Available at end of Level
University Certificate	45 credit points at level 4	4
Certificate of Higher Education	120 credit points at level 4	4, 5
Foundation Degree Business and Management	240 credit points including at least 120 at level 5	5

Awards with Distinction or Commendation

The University has approved structure and assessment regulations common to all programmes. Full details are provided in UPR AS14.

E. Support for students and their learning

Students are supported by;

- A programme tutor to help students understand the programme structure
- A personal tutor to provide academic and pastoral support
- An induction period at the beginning of each new academic year
- A designated UH-based student administrator and link tutor
- The use of student support services at both the college of study and the University of Hertfordshire including advice on finance, University regulations, legal matters, chaplaincy, counseling, disability, learning support, and careers.
- StudyNet, a versatile on-line interactive intranet and learning environment
- Student voice mechanisms including programme representatives, SFQ responses (Student Feedback Questionnaire responses collected via Student ViewPoint) and student forums.
- Use of a wide range of current Learning Resources both at the college of study and the University of Hertfordshire, including digital and print information, and computer and Wi-Fi access.
- Use of the University of Hertfordshire Students' Union

F. Entry requirements

The normal entry requirements for the programme are:

120 or more UCAS points which must be made up of at least one A level (A2), a BTEC QCF Subsidiary Diploma or equivalent **together with** a minimum of GCSE grade C English Language and GCSE grade D* Maths, or a University of Hertfordshire accepted equivalent.

GCSE grade C or above, or a University of Hertfordshire accepted equivalent will be required for those students entering the **Accounting pathway (qualifications recognised as equivalent by the University on its website at <http://www.herts.ac.uk/apply/entry-requirements/undergraduate-degrees/gcse-equivalent-entry-requirements>)*

A minimum IELTS score of 6.0* or qualifications recognised as equivalent by the University on its website at <http://www.herts.ac.uk/apply/entry-requirements/undergraduate-degrees> will be accepted as alternative to GCSE English Language at grade C.

[*IELTS at no lower than 5.5 in every band]

Non-standard entry to the programmes

The Hertfordshire Business School Undergraduate Admissions Team makes all admissions decisions regarding non-standard applications, including those from elsewhere in the EU and those for direct entry above Level 4.

Applicants with prior relevant undergraduate study and who meet the necessary English and Mathematics requirements are eligible to be considered for entry to the programme at Level 5 or Level 6. They should have 120 credit points at Level 4 or equivalent to join at Level 5, plus a further 120 credit points at Level 5 or equivalent to join at Level 6. The modules making up the previous 120 credit points of study must normally be passed at the first attempt and should contribute to an overall grade average of at least 55%.

The programme is subject to the University's Principles, Policies, Regulations and Procedures for the Admission of Students to Undergraduate and Taught Postgraduate Programmes and will take account of University policy and guidelines for assessing accredited prior certificated learning (APCL) and accredited prior experiential learning (APEL)

Section 2

Programme management

Relevant QAA subject benchmarking statements	Characteristics Statement, Foundation Degree (2015) Business and Management (2015)
Date of validation/last periodic review	April 16
Date of production/ last revision of PS	April 2016
Relevant intakes	Level 4 entering September 2016
Administrative School	Hertfordshire Business School

Table 3 Course structure

Course details					
Course code		Course description			JACS
BSBMGTFD		Foundation Degree in Business Management			N100 Business studies / N200 Management studies
Course Instances					
Instances code	Intake	Stream	Instances Year	Location:	Mode of study
BMAHFD1F	A	FdA Business Management with Accounting	1	Hertford Regional College	Full Time
BMAHFD1P-1	A	FdA Business Management with Accounting:	1	Hertford Regional College	Part Time
BMANFD1F	A	FdA Business Management with Accounting	1	North Herts College	Full Time
BMANFD1P-1	A	FdA Business Management with Accounting:	1	North Herts College	Part Time
BMAOFD1F	A	FdA Business Management with Accounting	1	Oaklands College	Full Time
BMAWFD1F	A	FdA Business Management with Accounting	1	West Herts College	Full Time
BMAWFD1P-1	A	FdA Business Management with Accounting:	1	West Herts College	Part Time
BMEHFD1F	A	FdA Business Management with Event Management	1	Hertford Regional College	Full Time
BMEHFD1P-1	A	FdA Business Management with Event Management:	1	Hertford Regional College	Part Time
BMENFD1F	A	FdA Business Management with Event Management	1	North Herts College	Full Time
BMENFD1P-1	A	FdA Business Management with Event Management:	1	North Herts College	Part Time
BMEOFD1F	A	FdA Business Management with Event Management	1	Oaklands College	Full Time

BMEWFD1F	A	FdA Business Management with Event Management	1	West Herts College	Full Time
BMEWFD1P-1	A	FdA Business Management with Event Management:	1	West Herts College	Part Time
BMHFD1F	A	FdA Business Management	1	Hertford Regional College	Full Time
BMHFD1P-1	A	FdA Business Management:	1	Hertford Regional College	Part Time
BMHHFD1F	A	FdA Business Management with Human Resource Management	1	Hertford Regional College	Full Time
BMHHFD1P-1	A	FdA Business Management with Human Resource Management:	1	Hertford Regional College	Part Time
BMHNFD1F	A	FdA Business Management with Human Resource Management	1	North Herts College	Full Time
BMHNFD1P-1	A	FdA Business Management with Human Resource Management:	1	North Herts College	Part Time
BMHWFD1F	A	FdA Business Management with Human Resource Management	1	West Herts College	Full Time
BMHWFD1P-1	A	FdA Business Management with Human Resource Management:	1	West Herts College	Part Time
BMLNFD1F	A	FdA Business Management with Law	1	North Herts College	Full Time
BMLNFD1P-1	A	FdA Business Management with Law:	1	North Herts College	Part Time
BMLOFD1F	A	FdA Business Management with Law	1	Oaklands College	Full Time
BMLWFD1F	A	FdA Business Management with Law	1	West Herts College	Full Time
BMLWFD1P-1	A	FdA Business Management with Law:	1	West Herts College	Part Time
BMMHFD1F	A	FdA Business Management with Marketing	1	Hertford Regional College	Full Time
BMMHFD1P-1	A	FdA Business Management with Marketing:	1	Hertford Regional College	Part Time
BMMNFD1F	A	FdA Business Management with Marketing	1	North Herts College	Full Time
BMMNFD1P-1	A	FdA Business Management with Marketing:	1	North Herts College	Part Time
BMMOFD1F	A	FdA Business Management with Marketing	1	Oaklands College	Full Time
BMMWFD1F	A	FdA Business Management with Marketing	1	West Herts College	Full Time
BMMWFD1P-1	A	FdA Business Management with Marketing:	1	West Herts College	Part Time
BMNFD1F	A	FdA Business Management	1	North Herts College	Full Time

BMNFD1P-1	A	FdA Business Management:	1	North Herts College	Part Time
BMOFD1F	A	FdA Business Management	1	Oaklands College	Full Time
BMTHFD1F	A	FdA Business Management with Tourism	1	Hertford Regional College	Full Time
BMTHFD1P-1	A	FdA Business Management with Tourism:	1	Hertford Regional College	Part Time
BMTNFD1F	A	FdA Business Management with Tourism	1	North Herts College	Full Time
BMTNFD1P-1	A	FdA Business Management with Tourism:	1	North Herts College	Part Time
BMTWFD1F	A	FdA Business Management with Tourism	1	West Herts College	Full Time
BMTWFD1P-1	A	FdA Business Management with Tourism:	1	West Herts College	Part Time
BMWFD1F	A	FdA Business Management	1	West Herts College	Full Time
BMWFD1P-1	A	FdA Business Management:	1	West Herts College	Part Time

The programme is managed by:

- A Programme Manager in each college, who is responsible for the day-to-day management of the programme. The Programme Manager co-ordinates all activities at the college including delivery and assessment.
- An HE Manager or equivalent in each college supporting the Programme Manager and ensuring the smooth implementation of UH policies and procedures at college level
- The Head of UK and International Collaborations, HBS, who has overall responsibility for this programme. Programme management is additionally supported by the University of Hertfordshire Academic Partnership Office.
- A Link Tutor who has responsibility for co-coordinating the programme across all colleges, liaising between the University and the colleges, and for providing guidance and support to the Programme Managers
- A University Admissions Tutor with specific responsibility for admissions and progression onto university-based programmes.
- A designated University Administrator who liaises with programme staff and co-ordinates registration, assessment, examinations, boards and results.
- Module Leaders who are responsible for the day-to-day activities of specific modules.
- A Programme Committee which meets regularly to monitor the delivery of the programme and to achieve changes to the programme, chaired by the Link Tutor. Members include Programme Managers and student representatives from each college
- Programme Managers meetings, chaired by the Link tutor to discuss day to day management, learning, teaching and assessment issues, and to make recommendations to the Programme Committee.

Programme-specific assessment regulations

The programme is compliant with the University's academic regulations (UPR AS11, UPR AS12 or UPR AS13, UPR AS14) with the exception of those listed below, which have been specifically approved by the University:

The specific regulation that relates to the Work-Based Learning Project module:

- a) Final compensation cannot be awarded for the Work-Based Learning Project module, as work-based learning is a key defined element of a Foundation degree.
- b) In order to be eligible for an award with specialism (FdA Business Management with Accounting, FdA Business Management with Human Resource Management, FdA Business Management with Law, FdA Business Management with Marketing, FdA Business Management with Tourism, FdA Business Management with Event Management) students must align their Work-Based Learning Project module with that specialism (Accounting, Human Resource Management, Law, Marketing, Tourism, or Event Management respectively). Where there is no such alignment, students will be awarded the FdA Business Management.

Other sources of information

- Definitive Module Documents
- Module Guides
- Student Handbook
- A-Z guide
<http://www.studynet1.herts.ac.uk/ptl/common/support.nsf/support?ReadForm>
- University of Hertfordshire Course website:
<http://www.herts.ac.uk/courses/>
- QAA Benchmark Statement website:
<http://www.qaa.ac.uk/assuring-standards-and-quality/the-quality-code/subject-benchmark-statements>
- Frameworks for Higher Education Qualifications of UK Degree-Awarding Bodies (2014)
[The Frameworks for Higher Education Qualifications of UK Degree-Awarding Bodies](http://www.qaa.ac.uk/assuring-standards-and-quality/the-quality-code/subject-benchmark-statements)
- SEEC Credit Level Descriptors for Further and Higher Education 2010:
<http://www.seec.org.uk/wp-content/uploads/2013/seec-files/SEEC%20Level%20Descriptors%202010.pdf>
- External Quality Review report website:
http://www.qaa.ac.uk/reviews-and-reports/provider?UKPRN=10007147#.VCFXlha_hSU
- UNISTATS website:
<http://www.unistats.com/>
- University of Hertfordshire Academic Quality website:
(StudyNet → Staff → Department Lists → Academic Quality Office)
- Structure & Assessment Regulations - Undergraduate & Taught Postgraduate Programmes, UPR AS14:
<http://sitem.herts.ac.uk/secreg/upr/AS14.htm>
- Learning and Teaching Policy and Graduate Attributes, UPR TL03:
<http://sitem.herts.ac.uk/secreg/upr/TL03.htm>
- Admissions - Undergraduate & Taught Postgraduate Students, UPR SA03:
<http://sitem.herts.ac.uk/secreg/upr/SA03.htm>
- Academic Quality, UPR AS17:
<http://sitem.herts.ac.uk/secreg/upr/AS17.htm>
- Index of UPRs for students:
http://sitem.herts.ac.uk/secreg/upr_azlist_info.htm
- Information on Programme and Module External Examiners
<http://www.studynet1.herts.ac.uk/ptl/common/studentcentre.nsf/Teaching+Documents/184A221E5EECA6B780257A5C00250BA9?OpenDocument>

Other information relevant to the programme

There is a formal articulation arrangement in place for this programme, enabling progression into the second or final year of an appropriate BA Honours programme. Progression into BA (Hons) Business and Law pathways is part of the University Joint Honours (UJH) programme, managed by the School of Humanities, with Business modules delivered by Hertfordshire Business School (HBS), and Law modules delivered by the School of Law. All other pathways are managed by HBS.

Specific Foundation Degree (FdA) Business Management progression pathways have been agreed and are subject to specified criteria outlined below:

1. All students achieving a pass (40% or above) in their Foundation Degree (240 credits) may progress to Level 6 of 'BA (Hons) Business Administration' (but can enter Level 5 if they wish)
2. Students achieving a grade average of 50% or more from Level 5 of their FdA Business Management pathways may enter Level 6 of the relevant BA (Hons) Business Combination ('joint' degree) awards at HBS - with the exception of the FdA Business Management with Law pathway (see 3, below).
3. Students achieving a Level 5 FdA Business Management pathway grade average of 40% or more, may join Level 5 of the single honours award in their FdA specialism.
4. Students achieving a grade average of 60% or more from Level 5 of their FdA Business Management with Law pathway may progress into Level 6 of BA (Hons) Business and Law or BA (Hons) Business with Law, in the UJH programme. Further:
 - Students achieving a Level 5 FdA Business Management with Law grade average of 50% or more, may join level 5 of the BA (Hons) Business and Law or BA (Hons) Business with Law, UJH pathway.
 - Students achieving a Level 5 FdA Business Management with Law, grade average of 40% or more, may join level 5 of the BA (Hons) Business with Law, UJH pathway
5. Where compensation has been awarded on specialist modules contributing to the named award to achieve the Foundation Degree, progression will be to BA (Hons) Business Administration only.

FdA Business Management pathways	Available Progression Routes and Level (assuming all specialist modules are passed)	Level	Grade average required for entry
Business Management	<ul style="list-style-type: none"> • BA (Hons) Business Administration 	Level 6	40%+
Business Management with Accounting	<ul style="list-style-type: none"> • BA (Hons) Business and Accounting • BA (Hons) Accounting and Finance • BA (Hons) Accounting • BA (Hons) Business Administration 	Level 6 Level 5 Level 5 Level 6	50%+ 40%+ 40%+ 40%+
Business Management with HRM	<ul style="list-style-type: none"> • BA (Hons) Business and Human Resources • BA (Hons) Human Resource Management • BA (Hons) Business Administration 	Level 6 Level 5 Level 6	50%+ 40%+ 40%+
Business Management with Law	<ul style="list-style-type: none"> • BA (Hons) Business and Law • BA (Hons) Business and Law • BA (Hons) Business with Law • BA (Hons) Business with Law • BA (Hons) Business Administration 	Level 6 Level 5 Level 6 Level 5 Level 6	60%+ 50%+ 60%+ 40%+ 40%+
Business Management with Marketing	<ul style="list-style-type: none"> • BA (Hons) Business and Marketing • BA (Hons) Marketing • BA (Hons) Business Administration 	Level 6 Level 5 Level 6	50%+ 40%+ 40%+
Business Management with Event Management	<ul style="list-style-type: none"> • BA (Hons) Business and Event Management • BA (Hons) Event Management • BA (Hons) Business Administration 	Level 6 Level 5 Level 6	50%+ 40%+ 40%+
Business Management with Tourism	<ul style="list-style-type: none"> • BA (Hons) Business and Tourism • BA (Hons) Tourism • BA (Hons) Business Administration 	Level 6 Level 5 Level 6	50%+ 40%+ 40%+

University policies relevant to the Programme

The University undertakes to use all reasonable endeavors to deliver, assess and administer this programme in accordance with this Programme Specification. At the same time it is recognised that it is in the nature of academic developments that changes, for example to the structure, curriculum, and assessment of a programme may be necessary in order to ensure that the programme remains up to date, in response to issues raised as a result of on-going monitoring and evaluation, and/or in order to conform to new regulatory requirements imposed by this institution, by professional or statutory bodies, or by national or governmental bodies.

The programme operates within the guidelines and policies relating to equal opportunities and environmental issues which may be agreed from time to time by the Board of Governors and/or the Academic Board of the University.

Where the programme is offered in collaboration with another institution these policies and guidelines will normally be those of the partner institution.

The programme operates in accordance with the University's Regulations Governing Studies Involving the Use of Human Subjects ([UPR RE01](#)) agreed from time to time by the Academic Board of the University. However, where the programme is offered in collaboration with another institution (for example through a franchise arrangement for all or part of the programme) then specific approval must be obtained from the University for the operation of the programme within ethical guidelines prepared by the partner institution. The partner institution will be responsible for all insurance liability in connection with the observance of ethical guidelines.

Signed *Denise Ball*

Date 14th June 2016

Denise Ball
Associate Dean of School (Academic Quality Assurance)

If you would like this information in an alternative format please contact:
Herminia Alonso, Hertfordshire Business School Link Tutor:
h.alonso@herts.ac.uk

If you wish to receive a copy of the latest Programme Annual Monitoring and Evaluation Report (AMER) and/or the External Examiner's Report for the programme, please email a request to aqo@herts.ac.uk

FdA Business Management
Table 2: Development of Programme Learning Outcomes in the Constituent Modules

This map identifies where the programme learning outcomes are assessed in the constituent modules. It provides (i) an aid to academic staff in understanding how individual modules contribute to the programme aims (ii) a checklist for quality control purposes and (iii) a means to help students monitor their own learning, personal and professional development as the programme progresses

		Knowledge & Understanding										Intellectual Skills				Practical Skills			Transferable Skills							
	Module titles	A1	A2	A3	A4	A5	A6	A7	A8	A9	10	B1	B2	B3	B4	C1	C2	C3	D1	D2	D3	D4	D5	D6	D7	D8
Level 4	Accounting for Managers			✓		✓						✓	✓	✓		✓	✓		✓	✓	✓			✓		
	Principles of Marketing	✓	✓	✓	✓					✓		✓	✓		✓		✓		✓		✓					
	Developing the Business Professional	✓		✓								✓	✓	✓		✓	✓		✓	✓	✓	✓	✓	✓	✓	
	Methods and Systems for Business Decisions			✓								✓	✓	✓		✓	✓		✓	✓	✓		✓			
	Business Law	✓	✓						✓				✓	✓			✓		✓	✓	✓	✓	✓	✓		
	Economics for Business		✓									✓	✓	✓	✓	✓	✓		✓		✓			✓	✓	
	Introduction to Research Methods		✓	✓								✓	✓	✓		✓	✓		✓	✓	✓	✓	✓	✓	✓	
	Intro to Human Resource Management	✓	✓	✓	✓				✓				✓		✓	✓	✓		✓		✓	✓			✓	
Level 5	Exploring Business Ethics	✓	✓		✓								✓		✓		✓		✓		✓			✓		✓
	Enterprise	✓	✓	✓	✓							✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓
	Global Business	✓	✓		✓								✓		✓				✓	✓	✓	✓	✓	✓	✓	✓
	Financial Management			✓		✓						✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		✓	✓		
	Work Based Learning Project	✓	✓	✓	✓							✓	✓			✓	✓		✓	✓	✓		✓	✓	✓	
	<i>Options provided below (in italics)</i>																									
	<i>Analysing Financial Information</i>			✓		✓						✓	✓	✓	✓	✓	✓		✓	✓	✓		✓	✓	✓	
	<i>Management Accounting for Business Decisions</i>			✓	✓	✓						✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		✓	✓	✓	
	<i>Exploring the Event Industry</i>			✓	✓		✓						✓	✓			✓	✓	✓		✓	✓		✓	✓	
	<i>Risk Management Security and Events</i>	✓		✓			✓					✓	✓	✓		✓	✓	✓	✓	✓	✓	✓		✓		
	<i>Event Planning and Community Engagement</i>	✓		✓	✓		✓						✓	✓		✓	✓	✓	✓	✓	✓	✓		✓	✓	
	<i>Organisational Psychology</i>	✓			✓				✓			✓	✓				✓	✓	✓	✓	✓		✓	✓		✓

	Module titles	A1	A2	A3	A4	A5	A6	A7	A8	A9	10	B1	B2	B3	B4	C1	C2	C3	D1	D2	D3	D4	D5	D6	D7	D8
Level 5	<i>Resourcing and Talent Management</i>		✓		✓			✓					✓		✓		✓	✓	✓		✓	✓		✓		
	<i>Performance Management & Reward</i>		✓	✓	✓			✓					✓	✓	✓	✓	✓	✓	✓	✓	✓		✓	✓	✓	
	<i>Marketing Communications</i>	✓		✓						✓		✓	✓	✓	✓	✓	✓	✓	✓		✓	✓		✓	✓	✓
	<i>Marketing Planning</i>	✓		✓						✓		✓	✓	✓		✓	✓	✓	✓	✓	✓	✓		✓	✓	
	<i>Product Innovation</i>	✓	✓		✓					✓			✓	✓	✓		✓	✓	✓	✓		✓	✓		✓	✓
	<i>Tourism and Development</i>		✓								✓	✓	✓	✓			✓	✓	✓	✓	✓	✓		✓	✓	
	<i>Tourism Passenger Transport</i>			✓	✓						✓	✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	
	<i>Destination Marketing Research</i>			✓	✓					✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓		✓	✓	✓
	<i>English and European Legal Systems and Procedures</i>		✓							✓			✓	✓	✓		✓		✓		✓		✓	✓	✓	
	<i>Contract and Commercial Law</i>									✓			✓	✓	✓		✓		✓		✓		✓	✓	✓	

Key to Programme Learning Outcomes for FdA Business Management

Knowledge and Understanding	Practical Skills
<p>A1. The intricacies of organisations</p> <p>A2. The complexity of the local, national and international external environments in which organisations operate</p> <p>A3. The wide range of processes, procedures and practices of effective business management</p> <p>A4. The basic principles of ethical considerations of business and organisations</p> <p>A5. <i>The theoretical concepts and vocational relevant information associated with Accounting</i></p> <p>A6. <i>The theoretical concepts and vocational relevant information associated with Event Management</i></p> <p>A7. <i>The theoretical concepts and vocational relevant information associated with Human Resource Management</i></p> <p>A8. <i>The theoretical concepts and vocational relevant information associated with Law</i></p> <p>A9. <i>The theoretical concepts and vocational relevant information associated with Marketing</i></p> <p>A10. <i>The theoretical concepts and vocational relevant information associated with Tourism Management</i></p>	<p>C1. Apply a range of appropriate business techniques to analyse data to solve structured business problems</p> <p>C2. Conduct research into business and management issues through creation, extraction and analysis of data from a range of sources</p> <p>C3. Review issues of specific relevance to the chosen discipline and evaluate their significance using a range of techniques appropriate to the specialism</p>
Intellectual Skills	Transferable Skills
<p>B1. Analyse and evaluate business information for decision-making purposes</p> <p>B2. Utilise cognitive skills of critical thinking, analysis and synthesis</p> <p>B3. Analyse and solve business problems using appropriate techniques</p> <p>B4. Analyse and evaluate the impact of the wider international, economic, political, legal and social environment on business organisations</p>	<p>D1. Communicate effectively, both orally and in writing</p> <p>D2. Make effective use of IT tools for business</p> <p>D3. Manage time and resources effectively</p> <p>D4. Work effectively within a team</p> <p>D5. Manipulate, sort and present data</p> <p>D6. Learn to study effectively in preparation for life-long learning</p> <p>D7. Demonstrate the ability to use academic, enterprise and employability skills in both scholarly and work-based environments</p> <p>D8. Operate in the dynamic global arena and appreciate contemporary and cross cultural difference</p>

FdA Business Management with Accounting
Table 2: Development of Programme Learning Outcomes in the Constituent Modules

This map identifies where the programme learning outcomes are assessed in the constituent modules. It provides (i) an aid to academic staff in understanding how individual modules contribute to the programme aims (ii) a checklist for quality control purposes and (iii) a means to help students monitor their own learning, personal and professional development as the programme progresses

	Module titles	Code	Knowledge & Understanding					Intellectual Skills				Practical Skills			Transferable Skills							
			A1	A2	A3	A4	A6	B1	B2	B3	B4	C1	C2	C3	D1	D2	D3	D4	D5	D6	D7	D8
Level 4	Accounting for Managers				✓		✓	✓	✓	✓		✓	✓		✓	✓	✓			✓		
	Principles of Marketing		✓	✓	✓	✓		✓	✓		✓		✓		✓		✓					
	Developing the Business Professional		✓		✓			✓	✓	✓		✓	✓		✓	✓	✓	✓	✓	✓	✓	✓
	Methods and Systems for Business Decisions				✓			✓	✓	✓		✓	✓		✓	✓	✓		✓			
	Business Law		✓	✓					✓	✓			✓		✓	✓	✓	✓	✓	✓	✓	
	Economics for Business			✓				✓	✓	✓	✓	✓	✓		✓		✓				✓	✓
	Introduction to Research Methods			✓	✓			✓	✓	✓		✓	✓		✓	✓	✓	✓	✓	✓	✓	✓
	Intro to Human Resource Management		✓	✓	✓	✓			✓		✓	✓	✓		✓		✓	✓				✓
Level 5	Exploring Business Ethics		✓	✓		✓			✓		✓		✓		✓		✓			✓		✓
	Enterprise		✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓
	Global Business		✓	✓		✓			✓		✓				✓	✓	✓	✓	✓	✓	✓	✓
	Financial Management				✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		✓	✓		
	Analysing Financial Information				✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		✓	✓	✓	
	Management Accounting for Business Decisions				✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		✓	✓	✓	
	Work Based Learning Project		✓	✓	✓	✓	✓	✓	✓			✓	✓	✓	✓	✓	✓		✓	✓	✓	

Key to Programme Learning Outcomes for FdA Business Management with Accounting

Knowledge and Understanding	Practical Skills
<p>A1. The intricacies of organisations</p> <p>A2. The complexity of the local, national and international external environments in which organisations operate</p> <p>A3. The wide range of processes, procedures and practices of effective business management</p> <p>A4. The basic principles of ethical considerations of business and organisations</p> <p>A5. <i>The theoretical concepts and vocational relevant information associated with Accounting information associated with Tourism Management</i></p>	<p>C1. Apply a range of appropriate business techniques to analyse data to solve structured business problems</p> <p>C2. Conduct research into business and management issues through creation, extraction and analysis of data from a range of sources</p> <p>C3. Review issues of specific relevance to the chosen discipline and evaluate their significance using a range of techniques appropriate to the specialism</p>
Intellectual Skills	Transferable Skills
<p>B1. Analyse and evaluate business information for decision-making purposes</p> <p>B2. Utilise cognitive skills of critical thinking, analysis and synthesis</p> <p>B3. Analyse and solve business problems using appropriate techniques</p> <p>B4. Analyse and evaluate the impact of the wider international, economic, political, legal and social environment on business organisations</p>	<p>D1. Communicate effectively, both orally and in writing</p> <p>D2. Make effective use of IT tools for business</p> <p>D3. Manage time and resources effectively</p> <p>D4. Work effectively within a team</p> <p>D5. Manipulate, sort and present data</p> <p>D6. Learn to study effectively in preparation for life-long learning</p> <p>D7. Demonstrate the ability to use academic, enterprise and employability skills in both scholarly and work-based environments</p> <p>D8. Operate in the dynamic global arena and appreciate contemporary and cross cultural difference</p>

FdA Business Management with Event Management

Table 2: Development of Programme Learning Outcomes in the Constituent Modules

This map identifies where the programme learning outcomes are assessed in the constituent modules. It provides (i) an aid to academic staff in understanding how individual modules contribute to the programme aims (ii) a checklist for quality control purposes and (iii) a means to help students monitor their own learning, personal and professional development as the programme progresses

		Knowledge & Understanding					Intellectual Skills				Practical Skills			Transferable Skills							
Module titles		A1	A2	A3	A4	A6	B1	B2	B3	B4	C1	C2	C3	D1	D2	D3	D4	D5	D6	D7	D8
Level 4	Accounting for Managers			✓			✓	✓	✓		✓	✓		✓	✓	✓			✓		
	Principles of Marketing	✓	✓	✓	✓		✓	✓		✓		✓		✓		✓					
	Developing the Business Professional	✓		✓			✓	✓	✓		✓	✓		✓	✓	✓	✓	✓	✓	✓	✓
	Methods and Systems for Business Decisions			✓			✓	✓	✓		✓	✓		✓	✓	✓		✓			
	Business Law	✓	✓					✓	✓			✓		✓	✓	✓	✓	✓	✓	✓	
	Economics for Business		✓				✓	✓	✓	✓	✓	✓		✓		✓			✓	✓	
	Introduction to Research Methods		✓	✓			✓	✓	✓		✓	✓		✓	✓	✓	✓	✓	✓	✓	✓
	Intro to Human Resource Management	✓	✓	✓	✓				✓		✓	✓		✓		✓	✓				✓
Level 5	Exploring Business Ethics	✓	✓		✓			✓		✓		✓		✓		✓			✓		✓
	Enterprise	✓	✓	✓	✓		✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓
	Global Business	✓	✓		✓			✓		✓				✓	✓	✓	✓	✓	✓	✓	✓
	Exploring the Event Industry			✓	✓	✓		✓	✓			✓	✓	✓		✓	✓		✓	✓	
	Risk Management Security and Events	✓		✓		✓		✓	✓	✓		✓	✓	✓	✓	✓	✓		✓		
	Event Planning and Community Engagement	✓		✓	✓	✓			✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	
	Work Based Learning Project	✓	✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓		

Key to Programme Learning Outcomes for FdA Business Management with Event Management

Knowledge and Understanding	Practical Skills
<p>A1. The intricacies of organisations</p> <p>A2. The complexity of the local, national and international external environments in which organisations operate</p> <p>A3. The wide range of processes, procedures and practices of effective business management</p> <p>A4. The basic principles of ethical considerations of business and organisations</p> <p>A6. <i>The theoretical concepts and vocational relevant information associated with Event Management</i></p>	<p>C1. Apply a range of appropriate business techniques to analyse data to solve structured business problems</p> <p>C2. Conduct research into business and management issues through creation, extraction and analysis of data from a range of sources</p> <p>C3. Review issues of specific relevance to the chosen discipline and evaluate their significance using a range of techniques appropriate to the specialism</p>
Intellectual Skills	Transferable Skills
<p>B1. Analyse and evaluate business information for decision-making purposes</p> <p>B2. Utilise cognitive skills of critical thinking, analysis and synthesis</p> <p>B3. Analyse and solve business problems using appropriate techniques</p> <p>B4. Analyse and evaluate the impact of the wider international, economic, political, legal and social environment on business organisations</p>	<p>D1. Communicate effectively, both orally and in writing</p> <p>D2. Make effective use of IT tools for business</p> <p>D3. Manage time and resources effectively</p> <p>D4. Work effectively within a team</p> <p>D5. Manipulate, sort and present data</p> <p>D6. Learn to study effectively in preparation for life-long learning</p> <p>D7. Demonstrate the ability to use academic, enterprise and employability skills in both scholarly and work-based environments</p> <p>D8. Operate in the dynamic global arena and appreciate contemporary and cross cultural difference</p>

FdA Business Management with Human Resource Management

Table 2: Development of Programme Learning Outcomes in the Constituent Modules

This map identifies where the programme learning outcomes are assessed in the constituent modules. It provides (i) an aid to academic staff in understanding how individual modules contribute to the programme aims (ii) a checklist for quality control purposes and (iii) a means to help students monitor their own learning, personal and professional development as the programme progresses

		Knowledge & Understanding					Intellectual Skills				Practical Skills			Transferable Skills							
	Module titles	A1	A2	A3	A4	A7	B1	B2	B3	B4	C1	C2	C3	D1	D2	D3	D4	D5	D6	D7	D8
Level 4	Accounting for Managers			✓			✓	✓	✓		✓	✓		✓	✓	✓			✓		
	Principles of Marketing	✓	✓	✓	✓		✓	✓		✓		✓		✓		✓					
	Developing the Business Professional	✓		✓			✓	✓	✓		✓	✓		✓	✓	✓	✓	✓	✓	✓	✓
	Methods and Systems for Business Decisions			✓			✓	✓	✓		✓	✓		✓	✓	✓		✓			
	Business Law	✓	✓					✓	✓			✓		✓	✓	✓	✓	✓	✓	✓	
	Economics for Business		✓				✓	✓	✓	✓	✓	✓		✓		✓			✓	✓	
	Introduction to Research Methods		✓	✓			✓	✓	✓		✓	✓		✓	✓	✓	✓	✓	✓	✓	✓
	Intro to Human Resource Management	✓	✓	✓	✓	✓			✓		✓	✓		✓		✓	✓				✓
Level 5	Exploring Business Ethics	✓	✓		✓			✓		✓		✓		✓		✓			✓		✓
	Enterprise	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓
	Global Business	✓	✓		✓			✓		✓				✓	✓	✓	✓	✓	✓	✓	✓
	Organisational Psychology	✓			✓	✓		✓	✓			✓	✓	✓	✓	✓		✓	✓		✓
	Resourcing and Talent Management		✓		✓			✓		✓		✓	✓	✓		✓	✓		✓		
	Performance Management & Reward		✓	✓	✓	✓			✓	✓	✓	✓	✓	✓	✓	✓		✓	✓	✓	
	Work Based Learning Project	✓	✓	✓	✓	✓		✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	

Key to Programme Learning Outcomes for FdA Business Management with Human Resource Management

Knowledge and Understanding	Practical Skills
<p>A1. The intricacies of organisations</p> <p>A2. The complexity of the local, national and international external environments in which organisations operate</p> <p>A3. The wide range of processes, procedures and practices of effective business management</p> <p>A4. The basic principles of ethical considerations of business and organisations</p> <p>A7. <i>The theoretical concepts and vocational relevant information associated with Human Resource Management</i></p>	<p>C1. Apply a range of appropriate business techniques to analyse data to solve structured business problems</p> <p>C2. Conduct research into business and management issues through creation, extraction and analysis of data from a range of sources</p> <p>C3. Review issues of specific relevance to the chosen discipline and evaluate their significance using a range of techniques appropriate to the specialism</p>
Intellectual Skills	Transferable Skills
<p>B1. Analyse and evaluate business information for decision-making purposes</p> <p>B2. Utilise cognitive skills of critical thinking, analysis and synthesis</p> <p>B3. Analyse and solve business problems using appropriate techniques</p> <p>B4. Analyse and evaluate the impact of the wider international, economic, political, legal and social environment on business organisations</p>	<p>D1. Communicate effectively, both orally and in writing</p> <p>D2. Make effective use of IT tools for business</p> <p>D3. Manage time and resources effectively</p> <p>D4. Work effectively within a team</p> <p>D5. Manipulate, sort and present data</p> <p>D6. Learn to study effectively in preparation for life-long learning</p> <p>D7. Demonstrate the ability to use academic, enterprise and employability skills in both scholarly and work-based environments</p> <p>D8. Operate in the dynamic global arena and appreciate contemporary and cross cultural difference</p>

FdA Business Management with Law

Table 2: Development of Programme Learning Outcomes in the Constituent Modules

This map identifies where the programme learning outcomes are assessed in the constituent modules. It provides (i) an aid to academic staff in understanding how individual modules contribute to the programme aims (ii) a checklist for quality control purposes and (iii) a means to help students monitor their own learning, personal and professional development as the programme progresses

		Knowledge & Understanding					Intellectual Skills				Practical Skills			Transferable Skills							
Module titles		A1	A2	A3	A4	A8	B1	B2	B3	B4	C1	C2	C3	D1	D2	D3	D4	D5	D6	D7	D8
Level 4	Accounting for Managers			✓			✓	✓	✓		✓	✓		✓	✓	✓			✓		
	Principles of Marketing	✓	✓	✓	✓		✓	✓		✓		✓		✓		✓					
	Developing the Business Professional	✓		✓			✓	✓	✓		✓	✓		✓	✓	✓	✓	✓	✓	✓	✓
	Methods and Systems for Business Decisions			✓			✓	✓	✓		✓	✓		✓	✓	✓		✓			
	Business Law	✓	✓			✓		✓	✓			✓		✓	✓	✓	✓	✓	✓	✓	
	Economics for Business		✓				✓	✓	✓	✓	✓	✓		✓		✓			✓	✓	
	Introduction to Research Methods		✓	✓			✓	✓	✓		✓	✓		✓	✓	✓	✓	✓	✓	✓	✓
	Intro to Human Resource Management	✓	✓	✓	✓			✓		✓	✓	✓		✓		✓	✓				✓
Level 5	Exploring Business Ethics	✓	✓		✓			✓		✓		✓		✓		✓			✓		✓
	Enterprise	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓
	Global Business	✓	✓		✓			✓		✓				✓	✓	✓	✓	✓	✓	✓	✓
	English and European Legal Systems and Procedures		✓			✓	✓	✓	✓		✓		✓	✓		✓		✓	✓	✓	
	Contract and Commercial Law					✓	✓	✓	✓		✓	✓	✓	✓		✓		✓	✓	✓	
	Work Based Learning Project	✓	✓	✓	✓	✓	✓	✓			✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

Key to Programme Learning Outcomes for FdA Business Management with Law

Knowledge and Understanding	Practical Skills
<p>A1. The intricacies of organisations</p> <p>A2. The complexity of the local, national and international external environments in which organisations operate</p> <p>A3. The wide range of processes, procedures and practices of effective business management</p> <p>A4. The basic principles of ethical considerations of business and organisations</p> <p>A8. <i>The theoretical concepts and vocational relevant information associated with Law</i></p>	<p>C1. Apply a range of appropriate business techniques to analyse data to solve structured business problems</p> <p>C2. Conduct research into business and management issues through creation, extraction and analysis of data from a range of sources</p> <p>C3. Review issues of specific relevance to the chosen discipline and evaluate their significance using a range of techniques appropriate to the specialism</p>
Intellectual Skills	Transferable Skills
<p>B1. Analyse and evaluate business information for decision-making purposes</p> <p>B2. Utilise cognitive skills of critical thinking, analysis and synthesis</p> <p>B3. Analyse and solve business problems using appropriate techniques</p> <p>B4. Analyse and evaluate the impact of the wider international, economic, political, legal and social environment on business organisations</p>	<p>D1. Communicate effectively, both orally and in writing</p> <p>D2. Make effective use of IT tools for business</p> <p>D3. Manage time and resources effectively</p> <p>D4. Work effectively within a team</p> <p>D5. Manipulate, sort and present data</p> <p>D6. Learn to study effectively in preparation for life-long learning</p> <p>D7. Demonstrate the ability to use academic, enterprise and employability skills in both scholarly and work-based environments</p> <p>D8. Operate in the dynamic global arena and appreciate contemporary and cross cultural difference</p>

FdA Business Management with Marketing**Table 2: Development of Programme Learning Outcomes in the Constituent Modules**

This map identifies where the programme learning outcomes are assessed in the constituent modules. It provides (i) an aid to academic staff in understanding how individual modules contribute to the programme aims (ii) a checklist for quality control purposes and (iii) a means to help students monitor their own learning, personal and professional development as the programme progresses

		Knowledge & Understanding					Intellectual Skills				Practical Skills			Transferable Skills							
Module titles		A1	A2	A3	A4	A9	B1	B2	B3	B4	C1	C2	C3	D1	D2	D3	D4	D5	D6	D7	D8
Level 4	Accounting for Managers			✓			✓	✓	✓		✓	✓		✓	✓	✓			✓		
	Principles of Marketing	✓	✓	✓	✓	✓	✓	✓		✓	✓		✓		✓						
	Developing the Business Professional	✓		✓			✓	✓	✓		✓	✓		✓	✓	✓	✓	✓	✓	✓	✓
	Methods and Systems for Business Decisions			✓			✓	✓	✓		✓	✓		✓	✓	✓		✓			
	Business Law	✓	✓					✓	✓			✓		✓	✓	✓	✓	✓	✓	✓	
	Economics for Business		✓				✓	✓	✓	✓	✓	✓		✓		✓			✓	✓	
	Introduction to Research Methods		✓	✓			✓	✓	✓		✓	✓		✓	✓	✓	✓	✓	✓	✓	✓
	Intro to Human Resource Management	✓	✓	✓	✓			✓		✓	✓	✓		✓		✓	✓				✓
Level 5	Exploring Business Ethics	✓	✓		✓			✓		✓		✓		✓		✓			✓		✓
	Enterprise	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓
	Global Business	✓	✓		✓			✓		✓				✓	✓	✓	✓	✓	✓	✓	✓
	Marketing Communications	✓		✓		✓	✓	✓	✓	✓	✓	✓	✓	✓		✓	✓		✓	✓	✓
	Marketing Planning	✓		✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		✓		
	Product Innovation	✓	✓		✓	✓		✓	✓	✓		✓	✓	✓		✓	✓		✓	✓	✓
	Work Based Learning Project	✓	✓	✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	

Key to Programme Learning Outcomes for FdA Business Management with Marketing

Knowledge and Understanding	Practical Skills
<p>A1. The intricacies of organisations</p> <p>A2. The complexity of the local, national and international external environments in which organisations operate</p> <p>A3. The wide range of processes, procedures and practices of effective business management</p> <p>A4. The basic principles of ethical considerations of business and organisations</p> <p>A9. <i>The theoretical concepts and vocational relevant information associated with Marketing</i></p>	<p>C1. Apply a range of appropriate business techniques to analyse data to solve structured business problems</p> <p>C2. Conduct research into business and management issues through creation, extraction and analysis of data from a range of sources</p> <p>C3. Review issues of specific relevance to the chosen discipline and evaluate their significance using a range of techniques appropriate to the specialism</p>
Intellectual Skills	Transferable Skills
<p>B1. Analyse and evaluate business information for decision-making purposes</p> <p>B2. Utilise cognitive skills of critical thinking, analysis and synthesis</p> <p>B3. Analyse and solve business problems using appropriate techniques</p> <p>B4. Analyse and evaluate the impact of the wider international, economic, political, legal and social environment on business organisations</p>	<p>D1. Communicate effectively, both orally and in writing</p> <p>D2. Make effective use of IT tools for business</p> <p>D3. Manage time and resources effectively</p> <p>D4. Work effectively within a team</p> <p>D5. Manipulate, sort and present data</p> <p>D6. Learn to study effectively in preparation for life-long learning</p> <p>D7. Demonstrate the ability to use academic, enterprise and employability skills in both scholarly and work-based environments</p> <p>D8. Operate in the dynamic global arena and appreciate contemporary and cross cultural difference</p>

FdA Business Management with Tourism

Table 2: Development of Programme Learning Outcomes in the Constituent Modules

This map identifies where the programme learning outcomes are assessed in the constituent modules. It provides (i) an aid to academic staff in understanding how individual modules contribute to the programme aims (ii) a checklist for quality control purposes and (iii) a means to help students monitor their own learning, personal and professional development as the programme progresses

		Knowledge & Understanding					Intellectual Skills				Practical Skills			Transferable Skills							
Module titles		A1	A2	A3	A4	A10	B1	B2	B3	B4	C1	C2	C3	D1	D2	D3	D4	D5	D6	D7	D8
Level 4	Accounting for Managers			✓			✓	✓	✓		✓	✓		✓	✓	✓			✓		
	Principles of Marketing	✓	✓	✓	✓		✓	✓		✓		✓		✓		✓					
	Developing the Business Professional	✓		✓			✓	✓	✓		✓	✓		✓	✓	✓	✓	✓	✓	✓	✓
	Methods and Systems for Business Decisions			✓			✓	✓	✓		✓	✓		✓	✓	✓		✓			
	Business Law	✓	✓					✓	✓			✓		✓	✓	✓	✓	✓	✓	✓	
	Economics for Business		✓				✓	✓	✓	✓	✓	✓		✓		✓			✓	✓	
	Introduction to Research Methods		✓	✓			✓	✓	✓		✓	✓		✓	✓	✓	✓	✓	✓	✓	✓
	Intro to Human Resource Management	✓	✓	✓	✓				✓		✓	✓		✓		✓	✓				✓
Level 5	Exploring Business Ethics	✓	✓		✓			✓		✓		✓		✓		✓			✓		✓
	Enterprise	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓
	Global Business	✓	✓		✓			✓		✓				✓	✓	✓	✓	✓	✓	✓	✓
	Tourism and Development		✓			✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓		
	Tourism Passenger Transport			✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		
	Destination Marketing Research			✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	
	Work Based Learning Project	✓	✓	✓	✓	✓		✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	

Key to Programme Learning Outcomes for FdA Business Management with Tourism

Knowledge and Understanding	Practical Skills
<p>A1. The intricacies of organisations</p> <p>A2. The complexity of the local, national and international external environments in which organisations operate</p> <p>A3. The wide range of processes, procedures and practices of effective business management</p> <p>A4. The basic principles of ethical considerations of business and organisations</p> <p><i>A10. The theoretical concepts and vocational relevant information associated with Tourism Management</i></p>	<p>C1. Apply a range of appropriate business techniques to analyse data to solve structured business problems</p> <p>C2. Conduct research into business and management issues through creation, extraction and analysis of data from a range of sources</p> <p>C3. Review issues of specific relevance to the chosen discipline and evaluate their significance using a range of techniques appropriate to the specialism</p>
Intellectual Skills	Transferable Skills
<p>B1. Analyse and evaluate business information for decision-making purposes</p> <p>B2. Utilise cognitive skills of critical thinking, analysis and synthesis</p> <p>B3. Analyse and solve business problems using appropriate techniques</p> <p>B4. Analyse and evaluate the impact of the wider international, economic, political, legal and social environment on business organisations</p>	<p>D1. Communicate effectively, both orally and in writing</p> <p>D2. Make effective use of IT tools for business</p> <p>D3. Manage time and resources effectively</p> <p>D4. Work effectively within a team</p> <p>D5. Manipulate, sort and present data</p> <p>D6. Learn to study effectively in preparation for life-long learning</p> <p>D7. Demonstrate the ability to use academic, enterprise and employability skills in both scholarly and work-based environments</p> <p>D8. Operate in the dynamic global arena and appreciate contemporary and cross cultural difference</p>

APPENDIX A The College Module Code Matrix

Compulsory Modules Level 4 Module Title	Pathway	Hertford Regional College Code	North Hertfordshire College Code	Oaklands Code	West Herts College Code
Accounting for Managers	Core	4FBS1326	4FBS1327	4FBS1328	4FBS1329
Business Law	Core	4FHE1164	4FHE1161	4FHE1162	4FHE1163
Developing the Business Professional	Core	4FBS1333	4FBS1335	4FBS1336	4FBS1337
Economics for Business	Core	4FBS1338	4FBS1339	4FBS1340	4FBS1341
Introduction to Human Resource Management	Core	4FBS1342	4FBS1343	4FBS1344	4FBS1345
Methods and Systems for Business Decisions	Core	4FBS1331	4FBS1330	4FBS1332	4FBS1334
Principles of Marketing	Core	4FBS1346	4FBS1348	4FBS1347	4FBS1350
Introduction to Research Methods	Core	4FBS1349	4FBS1351	4FBS1353	4FBS1352
Compulsory Modules Level 5 Module Titles	Pathway	Hertford Regional College Code	North Hertfordshire College Code	Oaklands Code	West Herts College Code
Enterprise	Core	5FBS1473	5FBS1474	5FBS1475	5FBS1477
Exploring Business Ethics	Core	5FBS1465	5FBS1466	5FBS1467	5FBS1468
Global Business	Core	5FBS1493	5FBS1495	5FBS1496	5FBS1497
*Work Based Learning Project	Core	5FBS1538	5FBS1539	5FBS1540	5FBS1541
Analysing Financial Information	Accounting	5FBS1489	5FBS1491	5FBS1490	5FBS1492
Financial Management	Accounting	5FBS1485	5FBS1486	5FBS1487	5FBS1488
Management Accounting for Business Decisions	Accounting	5FBS1502	5FBS1503	5FBS1504	5FBS1505
Event Planning, Design and Community Engagement	Event Management	5FBS1476	5FBS1478	5FBS1479	5FBS1480
Exploring the Event Industry	Event Management	5FBS1481	5FBS1482	5FBS1484	5FBS1483
Risk Management and Security for Events	Event Management	5FBS1522	5FBS1523	5FBS1524	5FBS1526
Organisational Psychology	HRM	5FBS1510	5FBS1511	N/A	5FBS1513
Performance Management and Reward	HRM	5FBS1514	5FBS1516	N/A	5FBS1517
Resourcing and Talent Management	HRM	5FBS1518	5FBS1519	N/A	5FBS1521
Contract and Commercial Law	Law	N/A	5FHE1173	5FHE1174	5FHE1175
English and European Legal Systems and Procedures	Law	N/A	5FHE1176	5FHE1177	5FHE1178
Marketing Communications	Marketing	5FBS1506	5FBS1507	5FBS1509	5FBS1508
Marketing Planning	Marketing	5FBS1525	5FBS1527	5FBS1529	5FBS1528
Product Innovation	Marketing	5FBS1470	5FBS1469	5FBS1471	5FBS1472
Destination Marketing Research	Tourism	5FBS1545	5FBS1546	N/A	5FBS1547
Tourism and Development	Tourism	5FBS1530	5FBS1532	N/A	5FBS1533
Tourism Passenger Transport	Tourism	5FBS1542	5FBS1543	N/A	5FBS1544

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