

Programme Title: BSc Business and Management



Programme Specification

Awarding Body/Institution	Queen Mary, University of London
Teaching Institution	Queen Mary, University of London
Name of Final Award and Programme Title	BSc Business and Management
Name of Interim Award(s)	
Duration of Study / Period of Registration	3 years full-time
QM Programme Code / UCAS Code(s)	NN12 / Q50
QAA Benchmark Group	N/A
FHEQ Level of Award	Level 4
Programme Accredited by	N/A
Date Programme Specification Approved	28 May 2012
Responsible School / Institute	School of Business & Management

Schools which will also be involved in teaching part of the programme

Institution(s) other than Queen Mary that will provide some teaching for the programme

n/a

Programme Outline

This programme builds on well-established modules in the areas of business and management that aims to provide a comprehensive undergraduate degree which will prepare students for careers in business, commerce and public organisations. The programme emphasises creativity, analysis and breadth of knowledge.

Aims of the Programme

- Provide a critical programme of study which provides a depth of knowledge in the field of business and management.
- Provide a programme of contemporary relevance to students seeking to work in a business context.
- Provide a range of cognitive and transferable skills that are generic and specific to the field of study of business and management.

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What Will You Be Expected to Achieve?

Learning:

The School promotes active learning within a context of clear learning objectives. Students are encouraged to take responsibility for their own learning. Most modules have a weekly course element and in some this will require collaborative group work. We expect informal work groups to emerge particularly in the more numerically based subjects. Clear guidance on basic and supplementary reading is given.

We recognise the value of independent work at final year level for undergraduates. We consider it important to develop the ability of students to undertake basic research through both practical and theoretical means and to develop the ability to write sustained coherent narratives. In order to enable students to develop their skills we will offer an extensive course requiring independent work in the form of a Project, or a Report on a substantive issue, subject to satisfactory performance.

Academic Content:

A 1	Acquired a depth of knowledge and understanding of key theories, approaches and issues in the fields of business and management
A 2	Demonstrated transferable cognitive skills in relation to the analysis, synthesis and evaluation of the knowledge of business and management
A 3	The ability to appraise critically complex areas of knowledge in relevant subjects.

Disciplinary Skills - able to:

B 1	Provide a critical programme of study which provides a depth of knowledge in the fields of business and management
B 2	Provide a programme of contemporary relevance to students seeking to work and build careers in public and private sectors of businesses
B 3	Provide a range of cognitive and transferable skills both generic and specific to the field of study of business.

Attributes:

C 1	Developed a range of personal skills including presentation skills, argumentation, evaluation, problem solving, interactive and group skills, self-appraisal, and autonomy in planning and management of learning.
C 2	Enhanced his/her career prospects by an understanding of the complexity of policies and practices in business and their similarities and differences, together with the development of cognitive and personal transferable skills.

How Will You Learn?

The Teaching and Learning Committee will review teaching methods in each module, taking into account student module evaluations and the means and distributions of examination marks.

Each module has an outline description, giving the aims, expected learning outcomes, assessment methods and criteria, outline syllabus and indication of primary reading.

The typical pattern for each module will be a one or two hour lecture with a one hour seminar per week. The lectures emphasise dissemination of information, explaining the key ideas and determining the sequence and pace of learning. Seminars allow for more intensive two-way interaction with students making for a more active learning experience. Seminars are normally an integral part of each module. Their purpose is to encourage students to work through the module material in a systematic way which may be through exercises, problem sets, case studies or class presentations. Lecture and seminar attendance is compulsory and an effective monitoring and action scheme is in place.

Development of individual teaching is guided through peer review, participation in staff development courses, the appraisal system and teaching evaluations. Academic staff receive guidance and are offered (and offer) feedback through regular office-hour contact.

How Will You Be Assessed?

Students are assessed under the Business and Management School Examination Board. In the First Year, modules are assessed by a combination of coursework (typically about 40% of the total mark) and final examinations (60%). During the Second and Third years a variety of assessment methods is employed, including presentations (by individuals and/or groups) in-class tests, group projects etc. as well as more 'traditional' assignments and examinations. Clear guidance is given on coursework requirements, including the avoidance of plagiarism, together with rules and procedures. Formal examinations are typically two hour papers which students take in May/June. Examination papers are written, internally moderated, and then approved by External Examiners (from other Universities). All exam papers are double marked, and a representative sample of scripts from each examination is reviewed by an External Examiner. First and Second Year students who fail modules may resit them, but resit marks are pegged at the pass mark of 40%.

How is the Programme Structured?

Business and Management is a three-year degree, taught within the College's modular system. You take eight modules per year, each of which is normally assessed by a combination of coursework and/or an examination in May or June. You will therefore normally have taken 24 modules in completing your degree. You will take eight compulsory modules in the first year, while in the second and third year you can choose from among a wide range of elective modules coherently designed around relevant areas in business and management.

Level 4 - all modules are compulsory

Level 5 and 6 - all modules are optional. Students are also allowed to undertake LLU modules (LLU015 and/or LLU112) i.e. a maximum of 30 credits.

The range of modules on offer in any year will depend upon staff interests and availability.

See below for further details.

Please note that BUS215 - Occupational Psychology is suspended for 2012/13

Please note that BUS318 - Consumer Psychology is suspended for 2012/13

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Academic Year of Study 1

Module Title	Module Code	Credits	Level	Module Selection Status	Academic Year of Study	Semester
Introduction to Marketing and Communications	BUS101	15	4	Compulsory	1	Semester 1
Economics for Business	BUS017	15	4	Compulsory	1	Semester 1
Business and Society	BUS107	15	4	Compulsory	1	Semester 1
Accounting for Business	BUS106	15	4	Compulsory	1	Semester 1
Management Skills	BUS102	15	4	Compulsory	1	Semester 2
Quantitative Research Methods for Business	BUS005	15	4	Compulsory	1	Semester 2
Markets and Society	BUS116	15	4	Compulsory	1	Semester 2
Work and Employment	BUS124	15	4	Compulsory	1	Semester 2

Academic Year of Study 2

Module Title	Module Code	Credits	Level	Module Selection Status	Academic Year of Study	Semester
Operations Management	BUS002	15	5	Elective	2	Semester 1
Financial Institutions	BUS201	15	5	Elective	2	Semester 1
Strategy	BUS204	15	5	Elective	2	Semester 1
Business Law	BUS205	15	5	Elective	2	Semester 1
Coordination and Social Dynamics	BUS206	15	5	Elective	2	Semester 1
Microeconomics for Managers	BUS208	15	5	Elective	2	Semester 1
Ethics and Business	BUS212	15	5	Elective	2	Semester 1

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Module Title	Module Code	Credits	Level	Module Selection Status	Academic Year of Study	Semester
Research Methodology	BUS007	15	5	Elective	2	Semester 2
Human Resource Management	BUS014	15	5	Elective	2	Semester 2
Organisation Theory	BUS207	15	5	Elective	2	Semester 2
Governance and Business Strategy	BUS211	15	5	Elective	2	Semester 2
Advanced Accounting for Business	BUS216	15	5	Elective	2	Semester 2
Leadership	BUS219	15	5	Elective	2	Semester 2
Advertising	BUS2xx	15	5	Elective	2	Semester 2

Academic Year of Study 3

Module Title	Module Code	Credits	Level	Module Selection Status	Academic Year of Study	Semester
Organisation and Identity	BUS302	15	6	Elective	3	Semester 1
International Business	BUS304	15	6	Elective	3	Semester 1
Managing Diversity	BUS305	15	6	Elective	3	Semester 1
Financial Management	BUS306	15	6	Elective	3	Semester 1
Social Networks	BUS311	15	6	Elective	3	Semester 1
Dissertation	BUS314	30	6	Elective	3	Semester 2
Social and Political Marketing	BUS316	15	6	Elective	3	Semester 1
Organisational Change and Development	BUS317	15	6	Elective	3	Semester 1
Macroeconomic Modelling and Policy	BUS330	15	6	Elective	3	Semester 1

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Module Title	Module Code	Credits	Level	Module Selection Status	Academic Year of Study	Semester
Innovation and Entrepreneurship	BUS300	15	6	Elective	3	Semester 2
Corporate Social Responsibility	BUS313	15	6	Elective	3	Semester 2
Employment Relations	BUS320	15	6	Elective	3	Semester 2
Business and Social Approaches to Social Media	BUS321	15	6	Elective	3	Semester 2
Managing Knowledge-based Organisations	BUS322	15	6	Elective	3	Semester 2
Corporate Law and Governance	BUS329	15	6	Elective	3	Semester 2
Global Supply Chains	BUS326	15	6	Elective	3	Semester 2
Gender, Leadership and Management	BUS327	15	6	Elective	3	Semester 2
Managing Public Services	BUS328	15	6	Elective	3	Semester 2

What Are the Entry Requirements?

A/AS-levels

Tariff/Grades Requirement: 340 points from three A-levels. You should aim to get, for example, AAB at A2. However, if you do not perform as well in one subject and do better in others, then that is acceptable providing you gain the minimum number of points overall required for the degree programme.

Additional information

AS-level subjects are not counted towards the 340 point requirement.

You must have 5 GCSE's at grades A-C including B in English and B in maths.

Excluded subjects

General Studies and Critical Thinking.

How Do We Listen and Act on Your Feedback?

The Staff-Student Liaison Committee provides a formal means of communication and discussion between Schools and its students. The committee consists of student representatives from each year in the school/institute together with appropriate representation from staff within the school/institute. It is designed to respond to the needs of students, as well as act as a forum for discussing programme and module developments. Staff-Student Liaison Committees meet regularly throughout the year.

Each school operates a Learning and Teaching Committee, or equivalent, which advises the School/Institute Director of Taught Programmes on all matters relating to the delivery of taught programmes at school level including monitoring the application of relevant QM policies and reviewing all proposals for module and programme approval and amendment before submission to Taught Programmes Board. Student views are incorporated in this Committee's work in a number of ways, such as through

student membership, or consideration of student surveys.

All schools operate an Annual Programme Review of their taught undergraduate and postgraduate provision. The process is normally organised at a School-level basis with the Head of School, or equivalent, responsible for the completion of the school's Annual Programme Reviews. Schools/institutes are required to produce a separate Annual Programme Review for undergraduate programmes and for postgraduate taught programmes using the relevant Undergraduate or Postgraduate Annual Programme Review pro-forma. Students' views are considered in this process through analysis of the NSS and module evaluations.

Academic Support

The School of Business and Management aims to provide a high quality teaching and learning environment. Teaching will be by research-oriented staff complemented where appropriate by Teaching Fellows, who will combine specialist knowledge of their subject with a critical attitude to its delivery. Students will, accordingly, be working in a challenging, supportive environment.

The mechanism for reviewing and developing the curriculum and its means of delivery will be principally the Teaching and Learning Committee which will also take account of views put forward by members of the School and the SSLC, ensuring quality coherence and future developments.

Programme-specific Rules and Facts

Students are also allowed to undertake LLU modules (LLU015 and/or LLU112) i.e. a maximum of 30 credits.

Specific Support for Disabled Students

Queen Mary has a central Disability and Dyslexia Service (DDS) that offers support for all students with disabilities, specific learning difficulties and mental health issues. The DDS supports all Queen Mary students: full-time, part-time, undergraduate, postgraduate, UK and international at all campuses and all sites.

Students can access advice, guidance and support in the following areas:

- Finding out if you have a specific learning difficulty like dyslexia
- Applying for funding through the Disabled Students' Allowance (DSA)
- Arranging DSA assessments of need
- Special arrangements in examinations
- Accessing loaned equipment (e.g. digital recorders)
- Specialist one-to-one "study skills" tuition
- Ensuring access to course materials in alternative formats (e.g. Braille)
- Providing educational support workers (e.g. note-takers, readers, library assistants)
- Mentoring support for students with mental health issues and conditions on the autistic spectrum.

Links With Employers, Placement Opportunities and Transferable Skills

The qualities and skills a graduate from this programme might be expected to have include a range of cognitive and intellectual skills together with techniques specific to business and management, and relevant personal and interpersonal skills. These include:

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- The ability to think critically and creatively: organise thoughts, analyse, synthesise and critically appraise. This includes the capability to identify assumptions, evaluate statements in terms of evidence, detect false logic or reasoning, identify implicit values, define terms adequately and generalise appropriately
- The ability to conduct research into financial management issues either individually or as a part of a team through research design, data collection, analysis, synthesis and reporting
- Effective performance within team environments and the ability to recognise and utilise individuals' contributions in group processes and to negotiate and persuade or influence others; team selection, delegation, development and management
- Ability to recognise and address ethical dilemmas and corporate social responsibility issues, applying ethical and organisational values to situations and choices.

Programme Specification Approval

Person completing Programme Specification

Ms Elizabeth Goldsmith, Head of Administration

Person responsible for management of programme

Professor Sushanta Mallick

**Date Programme Specification produced/amended
by School Learning and Teaching Committee**

08/05/12

**Date Programme Specification approved by
Taught Programmes Board**

28 May 2012