

Programme Title and Name of Award	BA (Hons) Business Management (with integrated foundation year) BA (Hons) Business Management with sandwich placement (with integrated foundation year)		
Professional Qualifications / Accreditation			
Academic Level	Levels 3-6	Total Credits	480 600 (with sandwich placement)
UCAS Code	N101	JACS Code	N100
Criteria for Admission to the Programme	<p>The University's standard criteria for admissions apply. Please refer to the Applicant Information pages of the University website for more information. For APL, please refer to the University website. Please note that APL will not be permitted at Level 3 on this programme</p> <p>Business Management course webpage: http://www.cumbria.ac.uk/study/courses/undergraduate/business-management-with-integrated-foundation-year/</p> <p>Students who have studied an alternative Level 3 programme but have a confirmed fail in a core module on that programme with a mark in the range 35-39%, may be considered for transfer onto Level 4 of this programme. In these circumstances, normal university procedures apply and, provided that you meet the entry requirements and any pre-requisites for the alternative programme, then a transfer may be considered subject to space being available on that programme.</p>		
Teaching Institution	University of Cumbria		
Owning Department	Department of Business, Law, Policing and Social Science		
Programme delivered in conjunction with	N/A		
Principal Mode of Delivery	Blended Learning, Block delivery		
Pattern of Delivery	Full Time, Part Time, Multiple Intakes		

Delivery Site(s)	All University of Cumbria campuses, gateway sites and approved partner locations (<i>Level 3 to be delivered at Lancaster only</i>)
Programme Length	<p>Bachelor Degree (Ordinary and Honours):-</p> <p>4 years Standard registration period (full-time) 6 years Standard registration period (part-time) 8 years Maximum Registration period</p> <p>With sandwich placement awards:-</p> <p>5 years Standard registration period (full-time) 7 years Standard registration period (part-time) 9 years Maximum Registration period</p>
Higher Education Achievement Report (HEAR)	Upon successful completion of this programme, you may receive a Diploma Supplement/Higher Education Achievement Report (HEAR).
Exit Awards	<p>You may be awarded one of the following Exit Awards:</p> <p>FdCert Business Studies (120 credits) CertHE in Business Management (240 credits) DipHE in Business Management (360 credits) BA Business Management (420 credits)</p>

Programme Features	
<p>The integrated foundation year provides the opportunity for you to settle into University life and gain the confidence and skills to succeed in your chosen degree through participating in a supportive academic, personal and professional development programme. As a Business graduate you will be enterprising and entrepreneurial in spirit and have knowledge of small medium and large organisations and the skills to work across local, regional, national, international and global boundaries. This programme will develop and enhance your academic studies, and prepare you for higher level of studies.</p> <p>The Level 3 modules provide a good grounding for you to development your academic and study skills to progress onto higher levels of study (levels 4-6). The foundation year provides unique opportunities for developing your problem solving skills, knowledge and understanding of contemporary issues whilst providing you with a grounding in essential academic skills and nurturing your career aspirations. Students on the Business foundation year entry route will study six modules. These will introduce key themes in business alongside developing your awareness of the various sub-disciplines of business e.g. marketing, human resources management, and accounting. The programme has embedded the university's themes of 'Sustainability', 'Creativity', 'Employability' and 'Enterprise' and it is intended through your specialist modules that you will develop an understanding of challenges that have a daily impact on businesses and organisations. You will join with other foundation year students, from a range of disciplines, for the remainder of their modules. Cross-cultural awareness and engagement is encouraged through the module FAcF3000 Understanding Society, which creates a rich platform for the interchange of ideas and FAcF3002 Working with Data will build your confidence in working with data. Modules undertaken specific to your degree will include BUSF3001 Contemporary Business Issues</p>	

and FAF3003 Business and Law in Organisations and Contexts. These modules will also provide you with a deeper understanding of businesses and organisations from different perspectives, and to appreciate business and organisations in the global context.

The higher level of studies (levels 4-6) has been designed to meet professional body standards.

This programme is distinctive in the following ways:

All our Business degrees share a common first year (Level 4), giving you a thorough grounding in your chosen specialism and an understanding of the broader context of business practices. Years 3 and 4 (Levels 5 and 6) allow you to specialise in one area in that broader range of practices.

We offer you the opportunity to study abroad for a semester or up to a year. We also offer you the opportunity to undertake a work placement – Sandwich mode -- for a year either in the UK or abroad. The year-long placement is normally undertaken between Levels 5 and 6, before your final year of undergraduate study.

We have a varied approach to learning. We like to bring to life realistic contexts through workshops, seminars and other types of discussion in addition to using the traditional lecture and seminar approaches.

We use our employer network to provide practical insight into our curriculum to complement the rigorous academic thinking that characterises degree level study.

Aims of the Programme

The overall aims of the Programme are:

1. To develop an inter-disciplinary knowledge and understanding of theoretical concepts in a range of contexts applicable to studying Business Management
2. To develop the academic personal and professional skills required to work in the context of business
3. To create awareness of the business and broader contexts and sphere of influence within which business operates.
4. To study and practise business and management drawing on a range of perspectives in the fields of marketing, strategic management, entrepreneurship, human resource management and the global business environment.
5. To develop your critical thinking, conceptual thinking and reasoning skills in the evaluation of the body of knowledge and research relating to business and management.
6. To enhance your employability, career potential and personal effectiveness.
7. To develop your ability to carry out independent research in the field of business and management.
8. To augment your intellectual and transferable skills especially as they relate to management and business.

Where the sandwich placement is chosen:

9. To allow you to engage in practical experience whilst integrating your academic studies.

Level Descriptors

Level Descriptors describe in general terms the expected outcomes you will achieve at each level of

study as you progress through your programmes. They describe the relative demand, complexity, depth of learning and learner autonomy associated with a particular level of learning and achievement. The University's Level Descriptors are aligned to the national [Framework for Higher Education Qualifications](#) (FHEQ) and are a key mechanism for ensuring the academic standards of the University's provision.

At Level 3: (Usually Year 0 undergraduate), you will be able to:

- Appreciate the breadth of the field of study and apply the skills of manipulation of knowledge to make informed judgements within routine contexts and with guidance.
- Begin to work beyond defined contexts
- Apply established approaches to solving well defined problems, showing emerging recognition of the complexity of associated issues and communicate outcomes effectively in an appropriate format
- Within a defined context and under guidance, evaluate personal and workplace experience and manage information and data from a range of sources appropriate to the field of study.

At Level 4: (Usually Year 1 undergraduate), you will be able to demonstrate that you have the ability:

- To apply a systematic approach to the acquisition of knowledge, underpinning concepts and principles and deploy a range of subject specific, cognitive and transferable skills.
- Evaluate the appropriateness of different approaches to solving well defined problems and communicate outcomes in a structured and clear manner.
- Identify and discuss the relationship between personal and work place experience and findings from books and journals and other data drawn from the field of study.

At Level 5: (Usually Year 2 undergraduate), you will be able to demonstrate that you have the ability:

- To apply and evaluate key concepts and theories within and outside the context in which they were first studied.
- Select appropriately from and deploy a range of subject-specific, cognitive and transferable skills and problem solving strategies to problems in the field of study and in the generation of ideas effectively communicate information and arguments in a variety of forms.
- Accept responsibility for determining and achieving personal outcomes.
- Reflect on personal and work place experience in the light of recent scholarship and current statutory regulations.

At Level 6: (Usually Year 3 undergraduate), you will be able to demonstrate that you have the ability:

- To critically review, consolidate and extend a systematic and coherent body of knowledge.
- Critically evaluate concepts and evidence from a range of resources.
- Transfer and apply subject-specific, cognitive and transferable skills and problem solving strategies to a range of situations and to solve complex problems.
- Communicate solutions, arguments and ideas clearly and in a variety of forms.
- Exercise considerable judgement in a range of situations.
- Accept accountability for determining and achieving personal and group outcomes.
- Reflect critically and analytically on personal and work place experience in the light of recent scholarship and current statutory regulations.

Programme Outcomes – Knowledge and Understanding

The programme provides opportunities for you to develop and demonstrate the following:

After 120 credits of study (FdCert) you will be able to demonstrate knowledge and understanding of:

K1 Some of the business and management contexts and environments within local, regional, national, international and global economy

K2 The English legal system and the main branches of law in relation to business practices

K3 Key sociological theories, ethics, values and how society is constructed and functions

After 240 credits of study (CertHE) you will be able to demonstrate knowledge and understanding of:

K1 Some of the contexts within which business operates including economic, environmental, cultural, digital, political, ethical, legal and regulatory contexts.

K2 The essential functions and processes of organisations.

K3 A range of theories and models informing the practice of business and management at an introductory level.

K4 The nature of markets, marketing and sales, customer behaviour, finance and resource allocations in a limited range of business settings.

K5 Aspects of organisational behaviour, leadership and management, people and their personal development, difference and diversity.

K8 Fundamental considerations in business ethics, values and social responsibility.

K9 Essential research methodologies and practices related to the field, and straightforward data analysis within the business and management discipline.

After 360 credits of study (DipHE) you will be able to demonstrate knowledge and understanding of:

K1 The interrelated contexts within which business operates including economic, environmental, cultural, digital, political, ethical, legal and regulatory contexts.

K2 The functions and processes of organisations and the role and contribution of management to the organisational mission.

K3 A range of advanced theories and models informing the practice of business and management.

K4 Markets, marketing and sales, customer behaviour, finance and resource allocations in familiar contexts.

K5 Organisational behaviour, leadership and management, people and their personal development, difference and diversity and strategies for managing these.

K6 Operations management, information systems and business intelligence, communications, and digital business.

K7 Business policy and strategy, business innovation and enterprise development in a range of sectors.

K8 Business ethics, values and social responsibility applied to practice.

K9 Research methodologies and practices, and data analysis as applied in the business and management discipline.

After 420 credits of study (Ordinary degree) you will be able to demonstrate knowledge and

understanding of:

K1 The complex contexts within which business operates including economic, environmental, cultural, digital, political, ethical, legal and regulatory contexts.

K2 The wide range of functions and processes of organisations and the role and contribution of management at a strategic level to the organisational mission.

K3 A range of advanced theories and models informing the practice of business and management, and critiques of them.

K5 Organisational behaviour, leadership and management, people and their personal development, difference and diversity and strategies for managing and influencing these.

K8 Business ethics, values and social responsibility as key drivers for the organisational mission.

K9 The strengths and limitations of the main research methodologies and practices, and sophisticated data analysis within the business and management discipline.

After 480 credits of study (BA Hons) or 600 credits of study (BA Hons (with sandwich placement)) you will be able to demonstrate knowledge and understanding of:

K1 The complex contexts within which business operates including economic, environmental, cultural, digital, political, ethical, legal and regulatory contexts.

K2 The wide range of functions and processes of organisations and the role and contribution of management at a strategic level to the organisational mission.

K3 A range of advanced theories and models informing the practice of business and management, and critiques of them.

K4 Markets, marketing and sales, customer behaviour, finance and resource allocations in niche and mass-market contexts.

K5 Organisational behaviour, leadership and management, people and their personal development, difference and diversity and strategies for managing and influencing these.

K6 Operations management, information systems and business intelligence, communications, and digital business.

K7 Business policy and strategy, business innovation and enterprise development in a range of sectors.

K8 Business ethics, values and social responsibility as key drivers for the organisational mission.

K9 The strengths and limitations of the main research methodologies and practices, and sophisticated data analysis within the business and management discipline.

Programme Outcomes – Skills and other Attributes (including Employability Skills)

The programme provides opportunities for you to develop and demonstrate the following:

After 120 credits of study (FdCert) you will be able to demonstrate skills in:

S1. The academic, personal and professional skills needed to succeed in higher education

S2. A range of data handling techniques applied within the context of business.

After 240 credits of study (CertHE) you will be able to demonstrate skills in:

S1. People management and leadership: to include essential communications, team building, leadership and motivating others in a small team.

S2. Problem solving and critical analysis: analysing straightforward facts and circumstances to determine the cause of a problem and identifying and selecting appropriate solutions.

S3. Research: the ability to interpret a range of business data, multiple sources of information and appropriate methodologies, which includes basic digital literacy and to use that research for evidence-based decision-making.

S4. Commercial acumen: based on an awareness of the key drivers for business success, causes of failure and the techniques for delivering customer satisfaction.

S5. Innovation, creativity and enterprise: the ability to act entrepreneurially to generate, develop and communicate ideas, recognise the significance of intellectual property, gain support and deliver successful outcomes.

S6. Numeracy: the use of quantitative skills to present data, and to understand business problems, functions and phenomena.

S7. Networking: an awareness of the interpersonal skills of effective listening, negotiating, persuasion and presentation and their use in generating business contact.

Generic skills, attributes and behaviours

S8. Ability to work collaboratively both internally and with external customers and an awareness of mutual interdependence.

S9. Ability to work with people from a range of cultures.

S10. Articulating and effectively explaining information.

S11. Building and maintaining relationships.

S12. Communication and listening including the ability to produce clear, structured business communications in a variety of media.

S13. Emotional intelligence and empathy.

S15. Self-management: a readiness to accept responsibility and flexibility, to be resilient, self-starting and appropriately assertive, to plan, organise and manage time.

S16. Self-reflection: self-analysis and an awareness/sensitivity to diversity in terms of people and cultures. This includes a continuing appetite for development.

After 360 credits of study (DipHE) you will be able to demonstrate skills in:

S1. People management and leadership: to include detailed communications, team building, leadership and motivating others in a range of situations.

S2. Problem solving and critical analysis: analysing complex facts and circumstances to determine the cause of a problem in order to identify and select appropriate solutions.

S3. Research: the ability to evaluate and interpret a range of business data, multiple sources of information and appropriate methodologies, which includes digital literacy and to use that research for evidence-based decision-making.

S4. Commercial acumen: based on an awareness of the key drivers for business success, causes of failure and the techniques for delivering customer satisfaction and building customer loyalty.

S5. Innovation, creativity and enterprise: the ability to act entrepreneurially to generate, develop and communicate ideas, manage and protect intellectual property, gain support and deliver successful outcomes.

S6. Numeracy: the use of quantitative skills to manipulate data, evaluate, estimate and model business problems, functions and phenomena with accuracy.

S7. Networking: an awareness of the interpersonal skills of effective listening, negotiating, persuasion

and presentation and their use in generating business contact.

Generic skills, attributes and behaviours

S8. Ability to work collaboratively both internally and with external customers and an awareness of mutual interdependence.

S9. Ability to work with people from a range of cultures.

S10. Articulating and effectively explaining information.

S11. Building and maintaining relationships.

S13. Emotional intelligence and empathy.

S14. Conceptual and critical thinking, analysis, synthesis and evaluation.

S15. Self-management: a readiness to accept responsibility and flexibility, to be resilient, self-starting and appropriately assertive, to plan, organise and manage time.

S16. Self-reflection: self-analysis and an awareness/sensitivity to diversity in terms of people and cultures. This includes a continuing appetite for development.

After 420 credits of study (Ordinary degree) you will be able to demonstrate skills in:

S1. People management and leadership: to include complex communications, team building, leadership and motivating others in challenging situations.

S2. Problem solving and critical analysis: analysing complex or ambiguous facts and circumstances to determine the cause of a problem and identifying and selecting appropriate solutions.

S3. Research: the ability to analyse and evaluate a range of business data, complex or contested sources of information and appropriate methodologies, which includes strong digital literacy and to use that research for evidence-based decision-making.

S4. Commercial acumen: based on an awareness of the key drivers for business success, causes of failure and the importance of delivering customer satisfaction and building customer loyalty in adverse conditions.

S6. Numeracy: the use of quantitative skills to manipulate data, evaluate, estimate and model business problems, functions and phenomena with authority and confidence.

Generic skills, attributes and behaviours

S8. Ability to work collaboratively both internally and with external customers and an awareness of mutual interdependence.

S9. Ability to work with people from a range of cultures.

S10. Articulating and effectively explaining information.

S11. Building and maintaining relationships.

S13. Emotional intelligence and empathy.

S14. Conceptual and critical thinking, analysis, synthesis and evaluation.

S15. Self-management: a readiness to accept responsibility and flexibility, to be resilient, self-starting and appropriately assertive, to plan, organise and manage time.

S16. Self-reflection: self-analysis and an awareness/sensitivity to diversity in terms of people and cultures. This includes a continuing appetite for development.

After 480 credits of study (BA Hons) or 600 credits of study (BA Hons (with sandwich placement)) you will be able to demonstrate skills in:

Of particular relevance to business and management:

- S1.** People management and leadership: to include complex communications, team building, leadership and motivating others in challenging situations.
- S2.** Problem solving and critical analysis: analysing complex or ambiguous facts and circumstances to determine the cause of a problem and identifying and selecting appropriate solutions.
- S3.** Research: the ability to analyse and evaluate a range of business data, complex or contested sources of information and appropriate methodologies, which includes strong digital literacy and to use that research for evidence-based decision-making.
- S4.** Commercial acumen: based on an awareness of the key drivers for business success, causes of failure and the importance of delivering customer satisfaction and building customer loyalty in adverse conditions.
- S5.** Innovation, creativity and enterprise: the ability to act entrepreneurially to generate, develop and communicate ideas, manage and exploit intellectual property, gain support and deliver successful outcomes.
- S6.** Numeracy: the use of quantitative skills to manipulate data, evaluate, estimate and model business problems, functions and phenomena with authority and confidence.
- S7.** Networking: an awareness of the interpersonal skills of effective listening, negotiating, persuasion and presentation and their use in generating business contact in different sectors.
- Generic skills, attributes and behaviours**
- S8.** Ability to work collaboratively both internally and with external customers and an awareness of mutual interdependence.
- S9.** Ability to work with people from a range of cultures.
- S10.** Articulating and effectively explaining information.
- S11.** Building and maintaining relationships.
- S12.** Communication and listening including the ability to produce clear, structured business communications in a variety of media.
- S13.** Emotional intelligence and empathy.
- S14.** Conceptual and critical thinking, analysis, synthesis and evaluation.
- S15.** Self-management: a readiness to accept responsibility and flexibility, to be resilient, self-starting and appropriately assertive, to plan, organise and manage time.
- S16.** Self-reflection: self-analysis and an awareness/sensitivity to diversity in terms of people and cultures. This includes a continuing appetite for development.

External and Internal Reference Points

The following Subject Benchmark Statements and other external and internal reference points have been used to inform the Programme Outcomes:

Framework for Higher Education Qualifications

QAA (2015) Subject Benchmark Statements: at

<http://www.qaa.ac.uk/en/Publications/Documents/SBS-business-management-15.pdf>

Chartered Manager Degree Apprenticeship Assessment Plan

([http://www.managers.org.uk/~media/Files/PDF/Chartered Manager Degree Apprenticeship Assessment Plan.pdf](http://www.managers.org.uk/~media/Files/PDF/Chartered_Manager_Degree_Apprenticeship_Assessment_Plan.pdf))

At the centre of the [University's mission](#) is the provision of an accessible and outstanding student experience and we aim to ensure as many people as possible benefit from the transformational opportunities provided by higher education. Our [Corporate Strategy](#) demonstrates the University's firm commitment to accessible higher education, in terms of widening participation and access. It also recognises that the University has a regional commitment to an area with significant pockets of low participation, low educational aspiration and attainment in higher education.

The Foundation Year is designed for students who have the ability to study for a degree but don't have the qualifications to enter directly onto a three year (FT) honours degree. It therefore attracts many students from non-traditional educational backgrounds and under-represented groups.

Teaching, Learning and Assessment Strategies employed to enable the Programme Outcomes to be Achieved and Demonstrated

"Teaching methods and situations are appropriate and supportive, inclusive in design and engage students". QAA (2015) Subject Benchmark Statements.

University of Cumbria Business School (UCBS) want to motivate you in your foundation year studies through a variety of teaching and learning approaches that support different learners' needs and help to integrate you into university life. Transferable skills are central to learning opportunities and assessment. Students are encouraged to reflect on their skills development in learning and personal contexts so they develop their ability to make appropriate choices and decisions. Challenging and authentic tasks will be used to stretch your capabilities in real world learning and assessment resulting in a deeper approach to learning. The mode of assessment introduces you to the type of assessments you will encounter as you progress through your degree. There is a strong emphasis on formative assessment in all modules to assist with the learning process.

The foundation year modules utilise a full range of UoC digital resources and learning technology where suitable; for example, through the University's virtual learning environment (Blackboard). Vocational practice opportunities form an essential part of the programme and encourages you to make meaningful links between the underpinning theoretical concepts within the subject area

During the integrated foundation year you will be taught with students on a range of Business programmes and students from other departments, you will be working in groups and teams to achieve solutions to set problems, researching case studies and delivering events.

This programme integrates theory and practice by providing inputs to the student learning from guest speakers, lectures, practicing managers and through supporting assessment. Students will have opportunities to give and receive peer review on formative assessment and will be guided throughout in developing their skills in this vocational aspect of their personal development.

Primarily, delivery is face to face. However, good use is made of the University's VLE and other learning resources such as e-portfolio to support teaching and learning. The team uses a wide range of teaching methods including lectures, seminars, workshops, field work, work-based learning including placements, employer based case studies, live projects, guided learning, simulations, discussion groups including virtual forums and other digital formats.

You will also be asked to work in small groups which encourage collaborative learning.

We will motivate you through your learning and engagement in the following ways:

- (a) We will balance out the assessment calendar the best we can so that you (and your tutors) reduce the stress points created by the "bunching" of assignments in the calendar;
- (b) Through your engagement you will have the ability to make informed judgements in relation to your own work;

(c) We will provide you with effective feedback and feed forward i.e. looking ahead to the next assignment;

(d) We have procedures in place to ensure that you are not unfairly disadvantaged in any way.

Research methods relevant to the field of study, study skills and employability are embedded into the curriculum throughout levels 4, 5 and 6. At level 4 all three areas are developed thematically in the modules UCBP 4001 Managing People and Organisations, UCBP 4002 The Business Environment and UCBP 4004 Fundamentals of Business. At level 5, all students will undertake a non-credit bearing module previously only available to students on the with sandwich route. We are extending the delivery of this module to focus on the employability prospects of those students wishing to undertake the sandwich placement (between levels 5 and 6) and for those students returning to level 6 applying for graduate training programmes. At level 6, students are induced into the employability cycle through such activities as application preparation and mock interviews during the induction programme. Research skills are enhanced through the study of either UCBP 6011 Independent Project or UCBP 6012 Applied Business Research.

Student Support

Induction takes place during Welcome Week prior to the start of the programme. All level 3 students will share a common induction programme to provide the opportunity for you to meet with other students in your subject area and those from other level 3 foundation programs who share common university-wide modules. You will undertake a series of activities designed to form cohesion amongst the student group, to familiarise you with the University and introduce you to a range of support services and staff who are there to help you settle into university life and help you progress through your studies. You will be shown how to use our Virtual Learning Environment (VLE) which is called 'Blackboard' and how to submit assessments using 'Turn it In'. All students will attend centrally organised sessions, Student Life and Help is at Hand

During the induction week you are allocated a Personal Tutor (PT), as are all students at the university, but in addition integrated foundation year students will also be supported by the level 3 Sport subject area lead. You will also meet your dedicated Student Transition Advisor who is part of our awarding winning Learning Information and Student Support service (LiSS). They will run sessions on expectations for studying in higher education and show you around the library and learning resources

Progressing students will not be required to attend all induction activities at level 4, however will be invited to be involved in activities that will enable them to meet and feel fully integrated with their new cohort such as introduction to programme structure, modules and assessments and team building activities. In addition the students will be invited by the programme leader to mentor and support new students in other activities such as campus tours and general tips and guidance on being a UOC student.

A key feature of this programme is the additional student support that has been built into the modules in particular the UNIF3001 Essential Academic Skills, UNIF3002 Essential Professional Development and FACF3002 Working with Data modules that have an additional 12 contact hours included to enable staff to provide additional individual and group tutorials

Dedicated named Student Transition Advisors will be working with you to provide additional one-to-one support and workshops during the first year and will be there to signpost students to other services they may need.

Library and Student Services (LiSS)

Library and Student Services (LiSS) offer a wide range of support, including; access to library learning resources, academic skills, careers and employability, financial help, counselling, health and wellbeing

and support for disabled students and those with specific learning requirements. We know that you want to get the most out of your programme, make the best use of your time and find or continue in the career you always dreamed of. Access university support and facilities easily and quickly via our [help is at hand](#) search.

The Skills@Cumbria service can help support your academic skills and success throughout your programme. The service is delivered by a team of professional Learning Enhancement Advisers within LiSS. It includes a suite of online self-help resources accessible 24/7 via the University's website and Blackboard site. It also provides group and individual advice and guidance accessible through and alongside your course and by different means such as face to face, email or virtual.

Module leaders will collaborate with LiSS advisers to ensure that your reading lists are current and items are available via the library collections. In order to maximise access, availability and usefulness, ebooks and electronic journal titles will, in most cases, be prioritised. You can access a wide range of great electronic and print content using [OneSearch](#) and you can find out more about key texts and journals for your subject by accessing the library's [subject resources webpages](#). Where appropriate, module reading lists will be made available to you electronically using the university's [online reading list system](#).

All students have access to a full range of support services:

Library services

- Libraries and learning: www.cumbria.ac.uk/StudentLife/Learning
- Subject library resources: www.cumbria.ac.uk/StudentLife/Learning/Resources/Subjects

Academic writing and managing assessments

- Skills@Cumbria: www.cumbria.ac.uk/StudentLife/Learning/SkillsCumbria
- Referencing: <http://www.cumbria.ac.uk/StudentLife/Learning/Resources/Referencing.aspx>
- To access the interactive electronic edition of 'Cite them right: the essential referencing guide' go to [Skills@Cumbria](#) on the University's Blackboard site. This publication primarily covers the Harvard style but also includes overviews and examples of all the referencing styles used at the university. The library subject resources pages also provides advice for the referencing style used for your subject: www.cumbria.ac.uk/StudentLife/Learning/Resources/Subjects

Student Services:

- Student support: www.cumbria.ac.uk/StudentLife/Support
- Psychological Wellbeing Service: www.cumbria.ac.uk/StudentLife/Support/HealthWellbeing
- Careers Service: www.cumbria.ac.uk/StudentLife/Support/Careers
- Disability and SpLD: www.cumbria.ac.uk/StudentLife/Support/Disability
- Money Doctors: www.cumbria.ac.uk/StudentLife/Finance/MoneyDoctors

Student policies:

<http://www.cumbria.ac.uk/StudentLife/Support/PuttingThingsRight/Home.aspx>

In addition to the range of guidance above, you have the opportunity to further develop your personal, academic and professional skills by taking part in a number of initiatives coordinated and delivered by LiSS Advisers:

Headstart

During the UNIF3000 Essential Academic Skills module, you will have the opportunity to progress through the University's Headstart programme that helps with the transition to studying at university

and develops the academic skills needed to become a successful student. Learning at university, academic writing and referencing are the key topics introduced in the module and previous students have told us how useful they have found the online resources and activities. Time is allocated during the module for students to complete this programme and tutors are available to support students should you need it.

Head Start Plus

Head Start Plus is also an online skills development course, designed to support students who are about or who have just started study at level 5 or 6 (2nd and 3rd year undergraduate). This course is particularly recommended to students who may not have studied at HE level for some time or who are transitioning into the higher HE levels. The course provides a useful refresh on academic skills and practice and an insight into the expectations of tutors at those levels.

This course is free and available via the Open Education Platform powered by Blackboard. To access the course, follow the link to <https://openeducation.blackboard.com/cumbria> and set-up a free account with Open Education. Once logged on, select the course free of charge and work through it at your own pace.

PASS

Students will also have access to support from PASS leaders, level 4, 5 or 6 students on the same degree programme who have completed the foundation year and who are able to offer a unique source of support in helping new students through the transition into university study. PASS Leaders undergo specific training that gives them an excellent opportunity to widen their skill-set, whilst also allowing for student-led study sessions that are mutually beneficial to PASS participants and PASS Leaders alike. If you are interested in setting-up PASS on your course or would like to become a PASS Leader then contact pass@cumbria.ac.uk

Cumbria Mentor Scheme

Additional pastoral support is available through the Cumbria Mentoring Scheme a one-to-one voluntary mentoring scheme, traditionally matching individual first year students with second and third year Cumbria Student Mentors; however, any student may request a mentor if needed. This scheme provides unique pastoral support to new students during their transition into university life. It is also a great opportunity for more experienced students to broaden their own skill-set through the specific training all new mentors undergo, and through the practices they will utilise throughout the mentoring process. If you would like to be put in touch with a mentor or are interested in becoming a mentor yourself, contact melanie.bakey@cumbria.ac.uk

Career Ahead

During the UNIF3002 Essential Professional Development module, you will complete an additional qualification Introduction to Careers Ahead (Bronze Award) which is the University's Employability Award that is accessible to all of our students regardless of level or programme of study. Time is provided during the module to complete this initial award with LiSS staff at hand to help if you need it. Available free through the Careers Team in LiSS, the award gives students the opportunity to make their graduate CV stand out. Based on what employers look for in an ideal candidate, this award works with students to identify any gaps in their skill set and reflect on their experiences. It also offers the opportunity to participate in exclusive programmes and activities with real life employers. The University of Cumbria's employability award is split into three stages: Bronze, Silver and Gold, with a further Career Ahead + Platinum level. Students' engagement in extra curricula activities such as volunteering, project and charity work and peer mentoring are recognised within Career Ahead. To find out more or to register email careerahead@cumbria.ac.uk

Programme Curriculum Map¹						
Academic Level	Module Code	Module Title²	Credits	Module Status³	Pre/Co Requisite	Map to Programme Outcomes⁴
Autumn – Level 3						
3	UNIF3000	Essential Academic Skills	20	Compulsory		K1, K2, K3, S1
3	FACF3002	Working with Data	20	Compulsory		S2
3	FACF3003	Business and Law in Organisations and Contexts	20	Compulsory		K2, S1
Spring – Level 3						
3	UNIF3002	Essential Professional Development	20	Compulsory		S1
3	FACF3000	Understanding Society	20	Compulsory		K3, S1
3	BUSF3001	Contemporary Business Issues	20	Compulsory		K1, S1
Autumn – Level 4						
4	UCBP 4001	Managing People and Organisations	20	Compulsory		K1, K2, K3, K5, K8, K9 S1, S2, S4, S7, S8, S9, S10, S11, S12, S13, S15, S16
4	UCBP 4002	The Business Environment	20	Compulsory		K1, K3, K4, K9 S1, S2, S3, S6, S8, S9, S10, S11, S13, S15, S16

Programme Curriculum Map¹						
Academic Level	Module Code	Module Title²	Credits	Module Status³	Pre/Co Requisite	Map to Programme Outcomes⁴
4	UCBP 4003	Introduction to Business Finance	20	Compulsory		K3, K9 S2, S3, S6,
Spring – Level 4						
4	UCBP 4004	Fundamentals of Business	20	Compulsory		K1, K2, K3, K4, K5, K8, S1, S3, S5, S7, S8, S9, S10, S11, S12, S13, S15, S16
4	UCBP 4005	Principles of Marketing	20	Compulsory		K3, K4, K8, K9, S1, S2, S3, S4, S5, S7, S8, S9, S10, S11, S13, S15, S16
4	UCBP 4006	Management Accounting	20	Compulsory		K3, K5, K9 S2,, S3, S6
Autumn – Level 5						
5	UCBP 5001	Organisational Behaviour	20	Compulsory		K3, K5 S2, S7, S8, S9, S10, S13, S14
5	UCBP 5002	Responsibility, ethics and sustainability in practice	20	Compulsory		K3, K5, K8 S2, S8, S9, S10, S11, S13, S14, S16
5	UCBP 5003	Human Resource Management, Theory and Practice	20	Compulsory		K1, K2, K3, K5, K8, K9

Programme Curriculum Map¹						
Academic Level	Module Code	Module Title²	Credits	Module Status³	Pre/Co Requisite	Map to Programme Outcomes⁴
						S1, S2, S8, S13, S14, S16
5	UCBP 5020	Sandwich Placement	120	*Compulsory	As appropriate for your target award	K1, K2, K5, K8 S2, S4, S7, S8, S9, S11, S15, S16
Spring – Level 5						
5	UCBP 5004	Services Marketing	20	Compulsory		K3, K4, K6 S1, S3, S4, S5, S7, S8, S11, S13, S14, S16
5	UCBP 5005	Managing Operations	20	Compulsory		K3, K5, K6, K9 S2, S3, S4, S6, S8, S12, S14
5	UCBP 5006	International Economics	20	Compulsory		K1, K3, K4, K7, K8, K9 S2, S3, S6, S9, S10, S14
Autumn – Level 6						
6	UCBP 6002	Strategic Analysis	20	Compulsory		K3, K5 S2, S3, S4, S6, S14, S16
6	UCBP 6009	Employee Relations	20	Compulsory		K1, K2, K3, K5, K8 S1, S2, S8, S9, S10, S11, S13, S14, S16

Programme Curriculum Map¹						
Academic Level	Module Code	Module Title²	Credits	Module Status³	Pre/Co Requisite	Map to Programme Outcomes⁴
6	UCBP 6012	Applied Business Research and Analysis	20	Optional	Pre requisite UCBP 6005	K3, K8, K9 S2, S3, S6, S10, S11, S14, S15, S16
6	UCBP 6011	Independent Project	40	Optional		K3, K8, K9 S2, S3, S6, S10, S14, S15, S16
Spring – Level 6						
6	UCBP 6005	Innovation and Entrepreneurship	20	Optional	Co requisite UCBP 6012	K3, K4 S1, S2, S3, S4, S5, S6, S7, S8, S9, S14, S15
6	UCBP 6006	Global Business	20	Compulsory		K2, K3, K5, K6, K7, K8, K9 S2, S3, S6, S8, S9, S13, S14
6	UCBP 6008	Digital Marketing	20	Compulsory		K1, K3, K4, K6, K7, K9 S2, S3, S4, S5, S6, S7, S8, S9, S10, S11, S12, S14,
Notes						
Module pass mark: 40% (Undergraduate)						
Please see the Academic http://www.cumbria.ac.uk/media/university-of-cumbria-website/content-						

Programme Curriculum Map ¹						
Academic Level	Module Code	Module Title ²	Credits	Module Status ³	Pre/Co Requisite	Map to Programme Outcomes ⁴
assets/public/aqs/documents/academicregulations/AcRegs.pdf Section G for guidance on progression and the carrying of fails. All optional modules offered will be subject to a viable student cohort. *The Year long Sandwich Placement module is Compulsory for students registered on the BA(Hons) Business Management with sandwich placement (with integrated foundation year) programme						

¹ This programme operates in accordance with the University's Academic Regulations and Academic Procedures and Process.

² Please refer to the relevant programme webpage on the University's website for summaries of the individual Module Aims.

³ **Core Modules** must be taken and must be successfully passed.

Compulsory Modules must be taken although it may possible to carry as a fail (if the award permits).

Optional Modules are a set of modules from which you will be required to choose to study. Once chosen, unless indicated otherwise in the table above, an optional module carries the same rules as a compulsory module as per the Academic Regulations.

Qualificatory Units. These are non-credit bearing pass/fail components that are used to satisfy relevant professional, statutory or regulatory body professional requirements that are associated with the programme.

⁴ This column references the Programme Outcomes that will be achieved through successful completion of each module (i.e. through successful completion of the module summative assessment)

Indicative Programme Delivery Structure and Assessment matrix for Business Management				
Module Code	Module Title	Delivery Pattern	Method(s) of Assessment	Approximate Assessment Deadline
		Autumn / Spring /Summer		
UNIF3000	Essential Academic Skills	Autumn	Written Assignment 40% Oral Presentation 60%	End of semester 1 End of semester 1
UNIF3002	Essential Professional Development	Spring	Set Exercise (Planning File) 50% Written Assignment 30% Group Presentation 20%	Mid semester 2 End of semester 2 End of semester 2
FACF3000	Understanding Society	Autumn	Written Assignment (essay) 50% Written Assignment (poster presentation) 50%	Mid semester 1 End of semester 1
FACF3002	Working with Data	Spring	Portfolio 50% Written Exam 50%	Mid-end of semester 2 End of semester 2
FACF3003	Business and Law in Organisations and Contexts	Autumn	Oral Presentation 50% Report 50%	Mid-end of semester 1 End of semester 1
BUSF3001	Contemporary Business Issues	Spring	Presentation 30% Portfolio 70%	Mid-end of semester 2 End of semester 2
Students exiting at this point with 120 credits would receive a FdCert in Business Studies				

UCBP4001	Managing People and Organisations	Autumn	Practical Skills assessment 50% Written exam 50%	Ongoing throughout semester End of semester 1
UCBP4002	The Business Environment	Autumn	Written exam 100%	End of semester 1
UCBP4003	Introduction To Business Finance	Autumn	Written exam 50% Written assignment 50%	End of semester 1
UCBP4004	Fundamentals of Business	Spring	Written exam 50% Written assignment, 50%	End of semester 2
UCBP4005	Principles of Marketing	Spring	Written assignment 40% Written exam 60%	Ongoing throughout semester 2
UCBP4006	Management Accounting	Spring	Written assignment 50% Written exam 50%	Ongoing End of semester 2
Students exiting at this point with 240 credits would receive a CertHE in Business Management				
UCBP5001	Organisational Behaviour	Autumn	Written assignment 50% Written exam 50%	End of semester 1
UCBP5002	Responsibility, Ethics and Sustainability in Practice	Autumn	Presentation 35% Written assignment 65%	End of semester 1
UCBP5003	Human Resources Management Theory and Practice	Autumn	Written assignment 50% Written assignment 50%	Mid semester 1 End of semester 1
UCBP5004	Services Marketing	Spring	Written assignment 40% Written exam 60%	End of semester 2

UCBP5005	Managing Operations	Spring	Portfolio 100%	End of semester 2
UCBS5006	International Economics	Spring	Written assignment 40% Written assignment 60%	Mid semester 2 End of semester 2
UCBP 5020	Sandwich Placement	Year	Set exercise 100%	Throughout Year 3
Students exiting at this point with 360 credits would receive a DipHE in Business Management				
UCBP6012	Applied Business Research and Analysis (opt)	Autumn	Written assignment 100%	End of semester 1
UCBP6002	Strategic Analysis	Autumn	Written assignment 100%	End of semester 1
UCBP 6009	Employee Relations	Autumn	Written assignment 50% Written assignment 50%	End of semester 1
UCBP6005	Innovation and Entrepreneurship (opt)	Spring	Written assignment 50% Presentation 50%	End of semester 2
UCBP6006	Global Business	Spring	Written assignment 100%	
UCBP6008	Digital Marketing	Spring	Written assignment 60% Written assignment 40%	Ongoing throughout semester 2
UCBP6011	Independent Project (opt)	Year Long	Written Assignment 100%	Year Long
Students exiting with 420 credits would receive a BA Business Management				

Methods for Evaluating and Improving the Quality and Standards of Learning	
Mechanisms used for the Review and Evaluation of the Curriculum and Learning, Teaching and Assessment Methods	<ul style="list-style-type: none"> • Module Evaluations by students and staff • Programme validation and revalidation • Annual Evaluatory Reports at course and departmental level • Peer Review process • Liaison with External Examiner and acting on their reports • Departmental Quality Committees • Meetings with fellow academics at other universities • Knowledge Transfer Partnerships (KTP's). • Engagement with conferences and professional bodies
Mechanisms used for gaining and responding to feedback on the quality of teaching and the learning experience – gained from: Students, graduates, employers, WBL venues, other stakeholders, etc.	<ul style="list-style-type: none"> • Staff Student forum and Department Quality Committee • Module Evaluation Forms • Programme Evaluation: National Student Survey, Penultimate Year Survey • Module/Programme/Personal tutorials • Meetings with External Examiners • Feedback from students into the personal tutor system • Peer review systems • National Student Survey (NSS)

Date of Programme Specification Production:	July 2016
Date Programme Specification was last updated:	
For further information about this programme, refer to the programme page on the University website	