

### Course Information Form

This Course Information Form provides the definitive record of the designated course

#### General Course Information

Course Title	Human Resource Management (with placement)
Qualification	BSc (Hons)
FHEQ Level	6
Intermediate Qualification(s)	N/A
Awarding Institution	University of Bedfordshire
Location of Delivery	AD (On-campus)
Mode(s) of Study and Duration	Full-time over 3 years
Professional, Statutory or Regulatory Body (PSRB) accreditation or endorsement	CIPD
UCAS Course Code	N600
External Benchmarking	<p>The QAA subject benchmarking statement and standards for an honours degree in general business and management (2015) are used for this course. There is no specific QAA subject benchmark statement or standards for human resource management.</p> <p>[QAA subject benchmarks statements: business and management (2015) available at:  <a href="http://www.qaa.ac.uk/en/Publications/Documents/SBS-business-management-15.pdf">www.qaa.ac.uk/en/Publications/Documents/SBS-business-management-15.pdf</a>]</p> <p>CIPD requirements and CIPD level and membership offered by this course can be accessed at  <a href="https://www.cipd.co.uk/membership/become-member/student">https://www.cipd.co.uk/membership/become-member/student</a></p>
Entry Month(s)	September, February

## Why study this course

Today's contemporary organisations are involved in complex and changing environment. Our unique BSc HRM with placement aims to equip you with important skills and knowledge that will support your development as a future HR manager, organisational consultant or HR specialist.

Our degree in Human Resource Management (with Placement) is a valuable qualification which will provide you with a range of both subject specific skills and transferable skills which will equip the successful graduate for a career within specialist human resource management roles or a career in a range of professional business/management environments. A key feature of this course is the period of time gaining genuine employment experience through a work placement in the second year of your study. This placement will take place in the second semester of the second year and will give you exposure to the many facets of human resource management in action. The duration of the placement will be for a twelve week period and may be with one of the large multi-national organisations based within Milton Keynes or with a Small/Medium Enterprise (SME). Either of these placement opportunities offers considerable advantage to your education as organisations are continually challenged to meet the needs of business opportunity whilst supporting an effective human resource environment. The placement element of this course is guaranteed and may take place entirely on the organisation's premises or where this is not practical will be based for no less than three day at the organisation with a further two days spent on the UCMK campus site where you will have the opportunity to undertake relevant research to support your placement activity.

Placements will be monitored by our academic staff and dedicated placement resources to ensure that you have the best possible experience whilst working on behalf of an organisation during your study. Upon completion of your placement experience you will re-join the final year of your studies during which time the experiences gained during the placement will provide you with opportunity to apply this knowledge to your academic and practitioner based units.

## Educational Aims

Our Degree is taught by a team of experienced, professional and committed staff. We want to work with you to ensure you maximise your experience at university and that you achieve to the very best of your ability. In particular you will develop and achieve the following knowledge and skills:

### Enquiry

- To be able to identify with clarity the relevant issues for research and to formulate them precisely
- To be able to identify and retrieve up-to-date materials using manual and electronic searches
- To develop an ability to analyse, synthesise, and to critically evaluate a wide range of materials
- To be able to identify potential alternative conclusions for particular situations, and to provide supporting reasons for them
- To become an independent learner through a programme predicated upon autonomy of learning

### Contextual understanding

- An ability to appreciate the broader economic, social, political, historical, ethical and cultural environment of specific areas of human resource management
- To be able to identify and to critically analyse the policy considerations in specific areas of law
- To appreciate the application and operation of legal rules in different, practical legal environments

- To develop an understanding of the function of law in its social context.
- To develop an awareness of the requirement for professionalism in human resource management activities
- To appreciate different perspectives on managing human resources according to industrial sector and national context.

## Collaboration

- To develop an appreciation of how to work productively as a member of a team
- To understand the different nature of team work in specific practical contexts
- To work in conjunction with a professional organisation as part of the placement period

## Enterprise

- To be able to undertake independent research in subject areas which they have not previously studied
- The ability to plan and undertake tasks with minimal or little supervision
- To develop information technology and numeracy skills, and to evaluate the information as the basis of an argument
- An ability to employ a precise use of language to present knowledge or an argument in a way which is comprehensible to others and which is directed at their concerns
- To develop a basic ability to apply their knowledge to a situation of complexity in order to provide arguable conclusions for substantive problems
- To develop an ability to handle facts and to apply abstract concepts to them

## Course Structure

The Units which make up the course (including the Professional Practice Year as applicable) are:

### Year 1

Code	Unit Name	Occurrence*	Core/ Option	Sem	Credits
BSS003-1	Foundations of Business Communication	AD	Core	SEM 1	30
MAR001-1	Principles of Marketing	AD	Core	SEM 1	15
LAW011-1	Law for Business Managers	AD	Core	SEM 1	15
SHR007-1	HRM Foundations	AD	Core	SEM 2	30
BBS013-1	Foundations of Business Management	AD	Core	SEM 2	30

## Year 2

Code	Unit Name	Occurrence*	Core/Option	Sem	Credits
SHR018-2	Human Resource Management and Psychology	AD	C	SEM 1	30
SHR016-2	People Resourcing and Development	AD	C	SEM 1	15
MAR015-2	Intercultural management in business	AD	C	SEM 1	15
BSS016-2	Work Placement	AD	C	SEM 2	60

## Year 3

Code	Unit Name	Occurrence*	Core/Option	Sem	Credits
BSS013-3	Strategy and Management	AD	C	SEM 1	30
BSSXX-2	Research Methods in Business Practice	AD	C	SEM 1	15
BSS042-3	Management and Administration of Operations	AD	C	SEM 1	15
SHR011-3	Developing Professional HRM Practice	AD	C	SEM 2	30
BSS039-3	Specialist Project (practice)	AD	O	SEM 2	30
SHR015-3	Specialist Project (Human Resource Management)	AD	O	SEM 2	30

### Course-Specific Regulations

None

### Additional Course Costs

### Entry requirements

Standard entry requirements for UK students – <http://www.beds.ac.uk/howtoapply/ukugentryreqs>

Students from the European Union - <http://www.beds.ac.uk/howtoapply/eu/guides>

International students - <http://www.beds.ac.uk/howtoapply/international/apply>

### Graduate Impact Statements

The course has been designed to develop graduates who are able to:

- Apply theoretical aspects of business and human resource management to resolution of specified people management issues. Utilise acquired knowledge and understanding of fundamental principles and practices to undertake core HRM activities.
- Employ research skills to locate and assess appropriate academic and practitioner materials in relation to debates within the field of human resource management. Appreciation of the existence of range of alternative management solutions and the ability to select the most appropriate response using a range of tools to reach a desired outcome.
- Demonstrate the ability to engage effectively and appropriately, both orally and in writing, with variety of audiences to analyse a situation, to formulate a considered and reflective opinion and to make reasoned and informed recommendations. Work collaboratively across organisational boundaries and in doing so demonstrate the application of relevant theory in an employer based environment.
- Contextualise the significance and impact of key labour market trends on different kinds of organisations and employees operating in different economic contexts.
- Develop an understanding of the key objectives of HR functions in business, especially how HR goals are developed and delivered, and how HR functions are evaluated within the context of business environment and the importance of ethics and professionalism in HR practice.

### Course Learning Outcomes

Upon successful completion of this course, students should be able to:-

1. Evidence the practice of human resource management within an employment environment through participation in a structured work placement demonstrating appropriate academic knowledge as well as practical skills and abilities.
2. Demonstrate collaboration as a member or leader in a professional team, proactively managing interpersonal relationships to deliver the set objective
3. Evaluate your own performance and actively seek to develop your strengths and moderate weaknesses, creating a positive impact on the workplace, society and personal career development
4. Apply a range of creativity tools to tackle HRM problems and propose novel, effective solutions
5. Critically investigate an HRM task, collecting and evaluating information, and sourcing and analysing data in order to assess options and make recommendations.
6. Demonstrate a rigorous understanding of HRM and its relationship to other business disciplines

### PSRB details

The course is in the process of applying for accreditation from Chartered Institute of Development, for Intermediate level specification human resources Diploma (level 5). Please see the link below for all the details on this CIPD qualification:

[https://www.cipd.co.uk/Images/cipd-intermediate-specification-human-resources\\_tcm18-18949.pdf](https://www.cipd.co.uk/Images/cipd-intermediate-specification-human-resources_tcm18-18949.pdf)

Combining CIPD membership with a CIPD qualification will speak volumes for your commitment towards good practice. It will enable you to really stand out while ensuring you remain relevant and more employable. Student membership is for you if you:

- Are currently studying or about to study a CIPD-accredited qualification in HR or L&D
- Need immediate access to CIPD resources and support for your studies
- Want to progress to professional membership at the end of your studies.

Please see the link below for information on how to gain CIPD student membership:

<https://www.cipd.co.uk/membership/become-member/student>

### **Learning and Teaching**

The first year of your study in common with our approach to teaching and learning within UBBS will be to consider a range of disciplines that support the function of the business enterprise and the interplay between these activities. The purpose of this is to give you a clear insight into how a business functions and how these functions can not only create value but in themselves need proactive management. These units form the foundation of management knowledge and as such help to create a stable platform on to which further exploration of management and its application will be based.

In the second year the skills to acquire specialist knowledge will be developed further with a greater emphasis upon the critical analysis of this knowledge and its application within the employer environment. During this period you will be challenged to take greater ownership of your learning activities and will be engaged in a range of activities that support academic enquiry and the application of knowledge to the practitioner environment.

In your final year you will focus on the HRM disciplines and their relationship with operational and strategic management within the organisational context. The culmination of your studies will be the preparation of your Specialist Project through which you will have the opportunity to address real problems or tasks brought to us by our business partners. You act as consultants, gathering data, developing and applying your analytical skills and using your knowledge to address the problems and issues that can arise within the business enterprise. The development of your project will be in conjunction with your project supervisor who will be able to guide you through this process and provide guidance on a range of matters surrounding the successful completion of your project. To provide this focus on practice, you will need to do reading and preparation outside class so that you gain maximum benefit from the tutors who will be helping you apply your learning in practical ways.

There will be a number of ways in which this happens:

- Seminars: tutors help you clarify your understanding and apply it to a case, an exercise or a topical debate.
- Advice and support for projects: individual or group sessions to have direction and advice.
- Workshops: practical sessions working on projects or task.
- Lectures: to supplement your own reading with a summary and explanation of key points.
- Continuing Professional Development (CPD): planning and recording your learning and development activity as you take the first steps to becoming an HR professional.

### **Assessment**

In line with the Business School's commitment to practice-based education, a large part of the assessment will relate to your demonstration of your ability to do HRM in practice. We will want to see that you understand the theory and have developed critical thinking skills which help you evaluate the relevance of what you have learned. All of this comes together in being able to demonstrate rigorous human resources practice for an organisation.

To assess this range of integration of theory and skills into sound practice, we use a range of methods. You will encounter many different kinds, including the ones listed below, some of which are used in combination, and for example a report might be required as an outcome of a time-limited assessment task.

- Reports: you analyse a business problem and propose solutions.
- Presentations: present proposals as if to your boss, a board or a client.
- Time-limited tasks: on a set day, you will be given a task which you will need to complete in a set time, such as 48 hours or five days.
- Academic writing: used to demonstrate clear, critical thinking, you might be asked to write an essay or a short summary of a theoretical debate.
- Appraisals: just as in business, you use appraisals to assess your own learning and to set your personal and academic development objectives.
- Projects: these are assessed in a number of ways depending on the task defined by our business partner. Typically, you will need to prepare an analysis, report or presentation which is suitable for the business partner and a longer piece of work which sets out the “behind the scenes” work which underpinned the output for business. It is in the longer work that we expect to see explicitly your application of theory and critical thinking which underpin good HRM practice. You will usually also prepare a project review.
- Project reviews: you analyse and evaluate the way you worked on a project and set out how you would work more effectively on a similar task in future.
- Exams: as well as conventional exams using set questions and case studies, exams can be the outcome of a group task. You might work on a large task together and then sit an exam to show your individual learning from the task.
- Portfolio: you will plan and record your CPD activities using the CIPD’s HR Profession Map as a guide to the knowledge, skills and behaviours you need to develop to be ready to work in HR.

For all assignments you will have an assignment brief which clearly sets out what is required and you will be given the criteria which your tutors will use to mark your work. All units have a form of non-graded formative assessment which feeds into the summative methods of assessment; this may come directly from tutors or from your peers and self-assessment.

You will receive feedback on all your assessments. If you use this feedback, you will be able to improve your learning and your grades on future assignments.



**Assessment Map**

Unit Code		Weeks																								
		6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30
BSS003-1 Foundati ons of Business Communi cation	C/O C	RE							RE																	
MAR001-1 Principles of Marketin g	C						PR							Ex												
LAW011-1 Law for Business Manager s	C							Ex- PT						WR -I												
SHR007-1 HRM Foundati ons	C																			WR -I						Ex- PT





SHR015-3 Specialist Project: HRM	C																WR - Pos t								PJ- Pro j
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## **Developing your employability**

A degree in Human Resource Management seeks to develop you the individual, the skills and the attributes that are necessary to secure employment and to be successful in your chosen profession to benefit yourself, the general workforce, the community and ultimately the economy.

The BSc Human Resource Management (Placement) is designed to embed these attributes at all levels of the degree. The course has been structured to incrementally develop general business, management and academic skills in combination with the practical skills demanded of HR practitioners. Thus the key transferable skills (i.e. issue identification, independent research, synthesis of materials, analysis and application etc.) are developed in a lecturer directed fashion in the first year and then these skills are developed in an increasingly autonomous manner. The central practical skills are developed in the second year Internship unit in which you will gain first-hand experience of the practitioner environment.

This unit will provide opportunities for you to learn in a range of real world environments. You will be able to develop an understanding of the key HR issues and associated skills necessary in a practical environment.

Through this you will be able to interact with future employers, and thus be able to demonstrate that key management skills have been acquired and employed in a situation most beneficial and appropriate to future employers.

Students who register for the degree with professional practice year will additionally attend a series of workshops and activities related to securing a suitable placement and compulsory briefings at the end of year 2 to ensure that all legal requirements for health and safety, safeguarding etc. training have been met,. This will be explained more fully in your professional practice handbook once you have registered with the Careers and Employability Service's Student Development and Awards Team in your first year. If you will be working with children and/or vulnerable people you will be required to have a DBS check and undertake Safeguarding and Prevent training.

## **After Graduation**

On completing this course students are likely to progress into the following areas:

### Career:

You will be equipped for starting a career as an HR professional with all the knowledge and experience to hit the ground running in an HR practitioner role within a variety of organisational contexts. Equally, your skills would enable you to excel in a range of more generalist people management roles.

### Further study:

Alternatively, you could decide that you wish to continue your studies in HRM by progressing to the MSc International Human Resource Management or other business related degrees.

## **Additional Information**

Peer Assisted Learning (PAL) will be timetabled in Year one. The PAL scheme at University of Bedfordshire is based upon 2nd/3rd year students (PAL Leaders) working in pairs or trios, to facilitate friendly, weekly PAL sessions with first year students. PAL is intended to help new first year students:

- Adjust quickly to university life
- Make friends and connections
- Create an informal learning community for student scholars
- Acquire a clear view of course direction and expectations
- Improve your study skills/adjust their study habits to meet the requirements of higher education
- Enhance your understanding of the subject matter of your course through collaborative group discussion

- Prepare better for assessed work and exams

## Student Support during the course

We adopt a business-style approach to supporting your academic development and want you to be a strong independent learner, taking responsibility for your own success.

1. **Student support services:** The following links provide access to the University of Bedfordshire's student support services: <https://in.beds.ac.uk/studentsupport>,

and for international support: <https://in.beds.ac.uk/international>

In addition, a range of services are available to you as a student on this course in addition to information in your course handbook:

2. **Library Services** (<http://lrweb.beds.ac.uk>) and the **Student Information Desk** (<http://www.beds.ac.uk/studentlife/student-support/sid>) will usually be your first point of reference and two of the places you will visit most often. For an overview of those services, including **Health and Well Being** as well as **Career Services** please visit: <http://www.beds.ac.uk/studentlife/student-support>.
3. A **Personal Academic Tutor (PAT) will be allocated to you**. Your PAT will be your coach during your studies. You will receive help in learning and in becoming more self-aware. You will be introduced to and engage in Continuing Professional Development (CPD) activity supported by the CIPD HR Profession Map. You will also have access to students from previous years through a system of Peer Assisted Learning. They can help with a student perspective on how to get the best from your university experience.
4. **BREO:** Bedfordshire Resources for Education Online (BREO) includes the University's virtual learning environment (Blackboard) and a range of other technologies. Through BREO you will have access to a range of materials and resources to help and support you in each of the units you study and it is important that you access BREO regularly to find out about any changes.
5. **Professional Academic Development (PAD):** It is not unusual to need some extra advice and guidance on developing your academic skills. The University has a specialist support area- Professional Academic Development (PAD) who can help and support you in a range of areas including:

The quality of your written assignments  
 Your understanding of mathematical or statistical concepts  
 Your organisational skills and how you approach studying  
 Your time management and prioritising  
 The strategies you use when reading  
 Your language skills  
 Aspects of your IT skills  
 How you prepare for exams

There is no cost for PAD services and if you feel that you would benefit from some additional help with your studies then do contact them. You can visit their web site at <http://lrweb.beds.ac.uk/pad> to find out the dates of workshops on a range of topics or to book one-to-one appointments. You will also find a Professional Academic Development link on your home page within BREO which provides access to a range of additional on-line resources.

6. Course-specific support includes the following:

Your **Course Coordinator** will be there to advise you on:

- Specific information regarding your Course, particular Units, options, regulations, etc.
- Accuracy of your results
- Obligations regarding re-assessment and repeats
- Materials including the Course Handbook, and Induction information.

You will have an **induction** during your first week where all relevant information regarding this course will be presented and you will have an opportunity to meet your Course Coordinator, and a number of your tutors.

7. **English Language Support** through the Language Centre with daily drop in service and free language classes

## Course Equality Impact Assessment

Question	Y/N	Anticipatory adjustments/actions
The promotion of the course is open and inclusive in terms of language, images and location?	Y	
Are there any aspects of the curriculum that might present difficulties for disabled students? For example, skills and practical tests, use of equipment, use of e-learning, placements, field trips etc.	Y	If you will be undertaking a Professional Practice experience and have particular requirements related to disability, learning difficulties or other protected characteristics, you are invited to complete a needs assessment form prior to undertaking your search for an appropriate Professional Practice. This will enable you and the university can work with employers to reduce barriers wherever possible.
Are there any elements of the content of the course that might have an adverse impact on any of the other groups with protected characteristics <sup>1</sup> ?	N	
If the admission process involves interviews, performances or portfolios indicate how you demonstrate fairness and avoid practices that could lead to unlawful discrimination?	N/A	
Confirm that you have considered that the course learning outcomes and Graduate Impact Statements are framed in a non-discriminatory way.	Y	
Confirm that the course handbook makes appropriate reference to the support of disabled students.	Y	

<sup>1</sup> Age, Gender reassignment, Marriage and civil partnership, Pregnancy and maternity, Race, Religion and belief, Sex, Sexual orientation



<b>Administrative Information – Faculty completion</b>	
<b>Faculty</b>	<b>UBBS</b>
<b>Portfolio</b>	<b>Human Resource Management</b>
<b>Department/School</b>	<b>Law and Finance</b>
<b>Course Coordinator</b>	<b>Dr Michael Oyelere</b>
<b>Semester pattern of operation</b>	Oct (Semester 1), Feb (Semester 2), June (Semester 3)
<b>PSRB renewal date (where recognised)</b>	<b>N/A</b>
<b>Version number</b>	1/18
<b>Approved by (c.f. Quality Handbook ch.2)</b>	Periodic Review
<b>Date of approval (dd/mm/yyyy)</b>	<b>22 February 2018</b>
<b>Implementation start-date of this version (plus any identified end-date)</b>	<b>September 2018</b>
<b>Study model type (e.g. study centre)</b>	Milton Keynes

	<b>Name</b>	<b>Date</b>
<b>Form completed by</b>	<b>Dr Michael Oyelere</b>	<b>01/05/2018</b>
<b>Signature of Chair of Faculty TQSC</b>		

<b>Course Updates</b>		
<b>Date (dd/mm/yyyy)</b>	<b>Nature of Update</b>	<b>FTQSC Minute Ref:</b>
1/1/2017	Migration to the new version as part of periodic review process	

<b>Administrative Information – Academic Registry completion</b>	
<b>Route code (post approval)</b>	

<b>JACS / HECoS code (KIS)</b>	
<b>SLC code (post approval)</b>	
<b>Qualification aim (based on HESA coding framework)</b>	

### Annexes to the Course Information Form

*These annexes will be used as part of the approval and review process and **peer academics** are the target audience.*

#### General course information

<b>Course Title</b>	<i>Human Resource Management (with placement)</i>
<b>Qualification</b>	BSc (Hons)
<b>Route Code (SITS)</b>	BSHPADF
<b>Faculty</b>	<i>UBBS</i>
<b>Department/School/Division</b>	<i>Law and Finance</i>
<b>Version Number</b>	<b>CIF 2016</b>

Annex A: Course mapping of unit learning outcomes to course learning outcomes

Unit code	BSS00 3-1	MAR0 01-1	LAW0 11-1	SHR00 7-1	BBS01 3-1	SHR01 8-2	SHR01 6-2	MAR01 5-2	BSS016 -2	BSS013 -3	BSSXX- 3	BSS042 -3	SHR01 1-3	BSS039 -3	SHR01 5-3
Level	4	4	4	4	4	5	5	5	5	6	6	6	6	6	6
Credits	30	15	15	30	30	30	15	15	60	30	15	15	30	30	30
Core or option	C	C	C	C	C	C	C	C	C	C	C	C	C	O	O
Course Learning Outcome (number)															
CLO1				LO1/L O2	LO1/L O2	LO1/LO 2	LO1/LO 2	LO1/LO 2						LO1/LO 2	LO1/LO 2
CLO2	LO1/L O2	LO1/L O2	LO1/L O2	LO1/L O2	LO1/L O2	LO1/LO 2	LO1/LO 2	LO1/LO 2	LO1/LO 2	LO1/LO 2	LO1/LO 2	LO1/LO 2	LO1/LO 2	LO1/LO 2	LO1/LO 2
CLO3	LO1/L O2	LO1/L O2	LO1/L O2	LO1/L O2	LO1/L O2	LO1/LO 2	LO1/LO 2	LO1/LO 2			LO1/LO 2	LO1/LO 2	LO1/LO 2	LO1/LO 2	LO1/LO 2
CLO4				LO1/L O2	LO1/L O2	LO1/LO 2	LO1/LO 2	LO1/LO 2						LO1/LO 2	LO1/LO 2
CLO5				LO1/L O2	LO1/L O2	LO1/LO 2	LO1/LO 2	LO1/LO 2						LO1/LO 2	LO1/LO 2
CLO6	LO1/L O2			LO1/L O2	LO1/L O2	LO1/LO 2	LO1/LO 2	LO1/LO 2			LO1/LO 2	LO1/LO 2	LO1/LO 2	LO1/LO 2	LO1/LO 2

## Annex B: Named exit or target intermediate qualifications

This annex should be used when Schools wish to offer intermediate qualifications which sit under the main course qualification as named exit or target awards, rather than unnamed exit/default awards.

### Section 1: General course information

<b>Intermediate Qualification(s) and titles</b>	
<b>Mode(s) of Study and Duration</b>	
<b>Type of Intermediate Qualification(s)</b>	
<b>Route Code(s) (SITS) of Intermediate Qualification(s)</b>	

### Section 2: Qualification unit diet

One table to be used for each intermediate qualification

<b>Confirmation of unit diet for:</b>	[Insert intermediate qualification and title]	
The units to achieve the credits required may be taken from any on the overall diet for the main course qualification		<input type="checkbox"/>
A combination of units from a restricted list must be taken to achieve the credits required (specify the list below)		<input type="checkbox"/>
A specific set of units must be taken to achieve the credits required (specify units below)		<input type="checkbox"/>

List of units (if applicable):

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**Annex C: Course mapping to FHEQ level descriptor, subject benchmark(s) and professional body or other external reference points**

*One set of mapping tables to be produced for the course and each named intermediate qualification*

<b>Course (or intermediate) qualification and title</b>	Human Resource Management (with placement)
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FHEQ Descriptor for a higher education qualification	Descriptor for a higher education qualification at level 6 on the FHEQ: bachelor's degree with honours	Course Learning Outcome(s)							
		1	2	3	4	5	6		
a systematic understanding of key aspects of their field of study, including acquisition of coherent and detailed knowledge, at least some of which is at, or informed by, the forefront of defined aspects of a discipline		X	X	X	X	X	X		
an ability to deploy accurately established techniques of analysis and enquiry within a discipline				X	X	X	X		
conceptual understanding that enables the student: - to devise and sustain arguments, and/or to solve problems, using ideas and techniques, some of which are at the forefront of a discipline - to describe and comment upon particular aspects of current research, or equivalent advanced scholarship, in the discipline		X	X	X	X	X	X		
an appreciation of the uncertainty, ambiguity and limits of knowledge			X	X	X	X	X		
the ability to manage their own learning, and to make use of scholarly reviews and primary sources (for example, refereed research articles and/or original materials appropriate to the discipline)		X	X	X	X	X	X		

<b>Subject Benchmark Statement(s)</b>	QAA subject benchmarks statements: business and management (2015) available at: <a href="http://www.qaa.ac.uk/en/Publications/Documents/SBS-business-management-15.pdf">www.qaa.ac.uk/en/Publications/Documents/SBS-business-management-15.pdf</a>	<b>Evidence and/or Course Learning Outcome(s)</b> <i>How the course takes account of relevant subject benchmark statements</i>
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1. Have a wide knowledge and understanding of the broad range of areas of business and management and the detailed relationships between these and their application to practice	LO1, LO2, LO3, LO4, LO5, LO6
2. Consistently demonstrate a command of subject-specific skills as well as proficiency in generic skills and attributes	LO1, LO2, LO3, LO4, LO5, LO6
3. Have a view of business and management which is influenced by a wide range of learning sources, based on a proactive and independent approach to learning	LO3, LO4, LO5 and LO6
4. Be distinguished from the threshold category by their enhanced capacity to develop and apply their own perspectives to their studies, to deal with uncertainty and complexity, to explore alternative solutions, to demonstrate critical evaluation and to integrate theory and practice in a wide range of situations.	LO5 and LO6

[The format of the following mapping tables may be adjusted.]

Qualification Characteristic	QAA, 'Bachelor's Degree Characteristics Statement' (September 2015)	Evidence <i>How the course takes account of relevant qualification characteristics documents</i>
apply the methods and techniques that they have learned to review, consolidate, extend and apply their knowledge and understanding, and to initiate and carry out projects		LO1, LO2, LO3, LO4, LO5 and LO6
critically evaluate arguments, assumptions, abstract concepts and data (that may be incomplete), to make judgements, and to frame appropriate questions to achieve a solution - or identify a range of solutions - to a problem		LO2, LO3, LO4, LO5 and LO6
communicate information, ideas, problems and solutions to both specialist and non-specialist audiences.		LO1, LO2, LO3, LO4, LO5, LO6
And holders will have: the qualities and transferable skills necessary for employment requiring: - the exercise of initiative and personal responsibility - decision-making in complex and unpredictable contexts - the learning ability needed to undertake appropriate further training of a professional or equivalent nature		LO1, LO2, LO3, LO4, LO5, LO6





## Annex D: Diet Template

<b>Course Title:</b>			
<b>Route Code:</b>		<b>Mode: e.g. Full Time</b>	
<b>Length of course:</b>			

### Location of delivery (please tick):

Luton AA		
Bedford AB		
Milton Keynes AD	X	
Other (please state)		

### Delivery pattern - please highlight all applicable start months, if other please state):

<u>Semesterised</u>	OCT	FEB	JUN	Exception.....			
<u>PG Block delivery (intake months ONLY)</u>	BLK1 OCT	BLK2 NOV	BLK3 FEB	BLK4 APR	BLK5 JUN	BLK6 AUG	
<u>Yearlong delivery</u>	OCT (TY)	FEB (FY)					
<u>Other (outside of agreed patterns)<sup>2</sup></u>							

A list of valid available period codes can be found on the intranet at <https://in.beds.ac.uk/registry/student-records/srs-training-and-development/sites>. Please refer to this when completing the diet sheet below. If your diets differ year to year e.g. SET A, SET B, please indicate clearly the academic year and set applicable.

If your diet includes units which have not yet been assigned codes, please ensure this is clear by using NEW in the unit code column, followed by the correct prefix to be used e.g. ASS. Student Records will then assign a new unit code.

<sup>2</sup> Where you are proposing a teaching pattern outside of the University agreed patterns, you should provide a mapping document for the course against the University standard patterns of assessment points, exam boards, terms dates and breaks

**Units for Year 1 for Academic Year ..... (Foundation Year where applicable)**

Unit Code	Unit Name	Unit Location	Core/ Option*	Period of study	Credits

**Units for Year 2 for Academic Year .....**

Unit Code	Unit Name	Unit Location	Core/ Option*	Period of study	Credits

**Units for Year 3 for Academic Year ..... (Professional Practice Year where appropriate)**

Unit Code	Unit Name	Unit Location	Core/ Option*	Period of study	Credits

**Units for Year 4 for Academic Year ..... (where applicable)**

Unit Code	Unit Name	Unit Location	Core/ Option*	Period of study	Credits

\*If your diet includes optional units, please ensure the appropriate rules are noted on the diet.

Please contact Student Records at [studentrecords@beds.ac.uk](mailto:studentrecords@beds.ac.uk) with any queries.