Course Information Form

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

General Course Information

Course Title	Business Management with Law
Qualification	BSc (Hons)
FHEQ Level	6
Intermediate Qualification(s)	
Awarding Institution	University of Bedfordshire
Location of Delivery	AB Bedford Campus
Mode(s) of Study and Duration	Full-time over 3 Years Full time with professional practice year over four years Full time with foundation year over four years Part-time over 6 years
Professional, Statutory or Regulatory Body (PSRB) accreditation or endorsement	
UCAS Course Code	TBC
External Benchmarking	QAA indicators have been used to benchmark the course. QAA Quality Code section A1 (The Framework for Higher Education Qualifications) – QAA Quality Code: Subject benchmark statement The QAA Business and Management subject benchmark statements can be found at: http://www.qaa.ac.uk/en/Publications/Documents/Subject-benchmark-statement-General-business-and-management.pdf QAA Business and Management Benchmark Statement February 2105 Also informed by: QAA Subject Benchmark Statement: Law July 2015

Entry Month(s)	September, February

Why study this course

The University of Bedfordshire Business School has a special, distinctive way to bring together real business practice, academic research and innovative approaches to learning. That means that you will experience how academic learning informs and improves a manager's business performance, and how practical experience informs and develops an understanding of theory.

You will have numerous contacts with real business and management projects and managers, helping you make the links between your studies and practice.

Our innovative approaches to learning start with your first year units which provide you with a solid foundation in business, management with a focus on legal aspects of business on which to base your subsequent years of study.

You are introduced to practical techniques and tools and encouraged to develop professional behaviours which will enable you to become a more professional and employable graduate.

Educational Aims

The degree expects you as a student to demonstrate relevant knowledge and understanding of organisations, the external context in which they operate and how they are managed. The degree is a challenging learning experience and provides a broad understanding of organisations and the skills to reflect on your knowledge, learning and practice. The course will require you to demonstrate an ability to integrate theory in application and be efficient and effective in any organizational, cultural, and social context.

The course aims to deliver conceptual propositions and skills related to:
- a range of business models, ideas and managerial techniques
- a number of management theories relevant to different functions of the business
- a range of suitable examples and contexts to assist you in operating in different business environments

A significant emphasis of the approach taken seeks to provide for your individual needs helping you to derive maximum benefit from teaching and learning situations by utilizing self-development learning and reflection techniques. Transferable key skills are explicitly assimilated into individual unit syllabuses and the various forms of summative and formative assessments undertaken throughout the course help develop critical management skills. Your management skills will be enhanced through practice-based activities such as guest speakers, in-unit projects, and practice weeks.
During this course, we will develop your problem solving, research and personal skills to satisfy the key transferable skills demanded by employers.
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. We appreciate that we are all now working in a very competitive environment

Course Structure

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

Unit Code	Level	Credits	Unit Name	Core or option
BBS003-1	4	30	Foundations of Business Communication	C
LAW007-1	4	30	Contract Law	C
AAFNEW-1	4	15	Accounting for Business	C
MAR001-1	4	15	Principles of Marketing	C
BBS013-1	4	30	Foundations of Business Management	C
SHR018-2	5	30	Human Resource Management and Psychology	C
LAW002-2	5	30	Law of Tort	C
BSS019-2	5	15	Business Research Methods	C
AAF024-2	5	30	Economics of International Business Management	C
MAR002-2	5	15	Marketing Planning	O
BSS017-2	5	15	Sustainable Business Management	O
BSS013-3	6	30	Strategy and Change Management	C
BSS042-3	6	15	Management and Administration of Operations	C
BSS041-3	6	15	Digital Business Management	C
BSS045-3	6	30	Specialist Project (Business Management)	C
LAW015-3	6	15	Intellectual Property Law	C
LAW009-3	6	15	Company Law	C

Course-Specific Regulations

Entry requirements

Standard:

280 UCAS points

Students from the European Union - http://www.beds.ac.uk/howtoapply/eu/guides
International students - http://www.beds.ac.uk/howtoapply/international/apply

Additional Course Costs

Graduate Impact Statements

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

- Perform in an organisation effectively and within the legal context exhibiting an intelligent pro-active mind-set involving people from different functions in the organisation

- Be able to network purposefully with stakeholders, external and internal and enhance the success of initiatives within the organisation.

- To have the ability to engage effectively, legitimately and appropriately, both orally and in writing, with a variety of audiences to analyse a situation to formulate a considered and reflective opinion and to make reasoned and informed recommendations

Course Learning Outcomes

LO1.   Analyse relevant management theories and their relevance to organizational functions including Markets, Customers, Finance, People, Operations, Information Systems, Communication and Information Technology, Business Policy and Strategy in a global, inter-connected business context.

LO2.   Appraise current management applications and practices within various organizational contexts including locally, nationally and across international boundaries combined with the ability to evaluate the impact of internal and external factors on those organizational contexts, including legal, political, environmental, social and technological.

LO3.   Apply a range of professional skills, including communications skills, numeracy, team working & critical evaluation skills, as well as the development of inter-personal attributes, and managerial skills and the ability to apply them in a range of appropriate contexts.

LO4.   Comprehend and evaluate the increasingly important information management needs of organizations as well as be aware of the techniques that organizations use to handle information.

LO5.   Select, propose and implement a research project through utilization of appropriate and innovative methodology (such as gathering information, analysing information and making informed decisions) and the ability to use these research skills to solve problems in a business context.

LO6.   Apply relevant professional business skills and academic ability to continue into postgraduate study or to take up career opportunities, commensurate with aspirations engendered through the personal and professional development/career management focus of the course.

To qualify for the award of **BSc (Hons) Business Management with Law (with Professional Practice Year)** a student will need to meet all the course learning outcomes above and:
7. Demonstrate knowledge and analytical understanding of professional practice by successfully completing an approved period of approved work place practice

PSRB details

Learning and Teaching

The approach taken in this course is practice-informed and practice based. That means that a number of assessments are practice-based (such as business plans, marketing campaigns, presentations) thus providing an experiential opportunity to our students to practice concepts and ideas developed in lectures and seminars. This is complemented by an experiential approach in teaching and learning where via the use of seminars and other guided learning such as practice weeks we are providing opportunities for students to develop invaluable communication, collaboration and managerial skills that will serve them well after graduation.

For the law specialism the welcome week as well as the practice weeks will be geared towards the basics of the law discipline in order to bring the students up to speed with the discipline-specific terminology and experiences.

Assessment

Y1: Foundations of Business Communication
Y2: Sustainable Business Management
Y3: Specialist Project

Assessment Map

Unit Code	C/O	5	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
BBS003-1	C		WR-I			F				WR-I			F														
BBS013-1	C																		CW/RW			f			Ex-PT		
AAFNEW-1	C																									Ex-PT	F
LAW007-1	C									PJ-Perf		f															Ex
MAR001-1	C							PR			F	Ex															
SHR-018-2	C			WR-I						CW-CS																	
AAF024-2	C																						WR-I				Ex
LAW002-2																EX-PT											Ex
BSS019-2	C																			WR-I			F		WR-P		F
BBS-017-2	O		WR-I							WR-I																	
MAR002-2	O							RE/PR				Ex															
BSS042-3	C					CW-CS			Ex-PT																		
BSS013-3	C							WR-I		F		EX															
BSS045-3	C													f		WR-I			f							PJ-Diss	
BSS041-3					WR-I						WR/Prob																
Lawxxx-3																											CW-CS and Pr-Perf
Law009-3																							CW/ESS				Ex

Developing your employability

From the beginning of the course your learning is linked to its implementation in the workplace. In your first year business units there is a strong focus on the development of skills which enhance your study experience but are transferable to the workplace. There are opportunities for you to meet with representatives of the University Careers service who work closely with the course team in supporting your career plans.

You gain experience in communication both verbal and written and in working on your own and in groups. During the course you have opportunity to work with business owners and managers in preparation for some of the key elements of studying for your degree like your dissertationIn participating in these real world projects you have the opportunity to apply academic learning and people skills, All of which provides you with great examples and evidence of your development and skills to future employers.

After Graduation

On completing this course students are likely to progress into the following areas:
- Human Resources, E-Business, Operations/Project Management
- General Management and administration
- Starting a business
- Legal advisor in business context
- Contract management
- Pursue a career in Law
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Further study:

- Post-graduate study, for example Taught Masters courses in Business Administration, International Business Law, Management, International Human Resource Management, and Project Management
- Professional courses, for example: CMI, CIPD, CIM, ACCA, CIMA,APM
- PGCE Applied Business
- Research degrees in Business or Law

Additional Information

Peer-assisted learning (PAL)

PAL has been implemented by interweaving it in our delivery especially in those units that provide the Foundations of Business (Management and Communications) Units by providing additional "scaffolding" to our students. PAL is delivered in concert with the unit and complements the teaching and learning achieved in the unit. Often FBM acts as the anchor of the learning that takes place during the PAL session.

Student Support during the course

You can seek advice and support from Professional and Academic Development, with respect to study skills and maths support. You have access to the full range of student services and support offered by the university including:

There is support also in relations to Careers; Chaplaincy; Counselling; Financial Advice and Student Housing. You are also allocated a Personal Academic Tutor who will be available to guide you if there are any other issues. Your Personal Academic Tutor will help you use this feedback and will direct you to a wide variety of resources embedded within your course to help you develop basic or advanced skills needed for studying and for business.

You will also have support from a PAL (Peer Assisted Learning). The concept here is that students from the year above are available to counsel and mentor you, giving you the benefit of their experience with the course

You are advised to raise any course specific issues with your Unit Tutor in the first instance. In the event that the Unit Tutor is unable to satisfactorily resolve the issue, it will be brought to the attention of the Course Coordinator for appropriate action.

You have access to a Portfolio Executive Committee (PEC) via your elected student representatives.

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 so indicate the anticipatory adjustments and arrangements here
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[1]?	Y	If so then indicate the anticipatory adjustments and arrangements here
If the admission process involves interviews, performances or portfolios indicate how you demonstrate fairness and avoid practices that could lead to unlawful discrimination?	Y	
Confirm that you have considered that the course learning outcomes and Graduate Impact Statements are framed in a non-discriminatory	Y	

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[1] Age, Gender reassignment, Marriage and civil partnership, Pregnancy and maternity, Race, Religion and belief, Sex, Sexual orientation

way.		
Confirm that the course handbook makes appropriate reference to the support of disabled students.	Y	

Administrative Information – Faculty completion	
Faculty	University of Bedfordshire Business School
Portfolio	Undergraduate
Department/School	Strategy and Management
Course Coordinator	Patricia Wilson
Trimester pattern of operation	
PSRB renewal date (where recognised)	
Version number	1/18
Approved by (c.f. Quality Handbook ch.2)	Periodic Review
Date of approval (dd/mm/yyyy)	November 2017
Implementation start-date of this version (plus any identified end-date)	2018/19
Study model type (e.g. study centre)	On Campus

	Name	Date
Form completed by	Patricia Wilson	21/3/18
Signature of Chair of Faculty TQSC		

Course Updates		
Date (dd/mm/yyyy)	**Nature of Update**	**FTQSC Minute Ref:**
21/3/18	Migrate to new format	
	Diet Sheet added	

	Learning Outcome Mappings added	
Course Learning Outcomes	Added	
LO7	Narrative added	
2/7/18	Employability Statement added	

Administrative Information – Academic Registry completion	
Route code (post approval)	
JACS / HECoS code (KIS)	
SLC code (post approval)	
Qualification aim (based on HESA coding framework)	

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

Course Title	*As stated in the course information section of the associated CIF*
Qualification	*As stated in the course information section of the associated CIF*
Route Code (SITS)	*BSBMLABF*
Faculty	*As stated in the administrative section of the associated CIF*
Department/School/Division	*As stated in the administrative section of the associated CIF*
Version Number	*This should be the same as that stated in the administrative section of the associated CIF*

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

Unit code	BBS0003-1	BBS013-1	LAW011-1	AAFNEW-1	MAR001-1	MAR013-1	SHR018-2	BSS019-2	BSS020-2	BSS017-2	MAR002-2	BSS045-3	BSS046-3	BSS013-13	BSS042-3	BSS041-3	BSS044-3
Level	4	4	4	4	4	4	5	5	5	5	5	6	6	6	6	6	6
Credits	30	30	15	15	15	15	30	15	60	15	15	30	30	30	15	15	30
Core or option	C	C	C	C	C	C	C	C	C	O	O	O	O	C	C	C	C
Course Learning Outcome *(number)*	*Insert LO1 and/or LO2 for each unit into cell corresponding to the course learning outcome*																
1	LO1	LO1	LO1	LO1	LO1/LO2	LO1	LO1		LO1	LO1	LO1/LO2			LO1	LO1	LO1	LO1
2	LO1	LO1	LO1	LO1	LO1	LO1	LO1/LO2	LO1	LO1	LO1	LO1	LO2	LO2	LO1	LO1	LO1/LO2	LO1/LO2
3	LO2			LO2	LO2	LO2	LO2	LO2	LO2	LO2	LO2	LO2	LO2	LO2	LO2		LO2
4		LO2	LO2	LO2	LO2	LO2					LO1/LO2					LO1/LO2	
5	LO2	LO2		LO2	LO2	LO2	LO2	LO1/LO2	LO2	LO2	LO2	LO1/LO2	LO1/LO2	LO1/LO2		LO2	LO2
6	LO2	LO2		LO1/LO2	LO2	LO2	LO1/LO2	LO2	LO2	LO2	LO2	LO1	LO1	LO2	LO2	LO2	LO2
7		LO2	LO2	LO2					LO1/LO2				LO1/LO2				
8																	

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

Intermediate Qualification(s) and titles	*Specify the intermediate qualifications which are named exit or target qualifications (award types) AND what the qualification titles will be, as stated in the course information section of the associated CIF* *It is not necessary for the intermediate qualifications to have the same titles as the overall award, but the title must reflect the units taken to achieve it.*
Mode(s) of Study and Duration	*Indicate whether each intermediate qualification will be offered full time, part time or both, and the standard amount of time a student will take to complete each target qualification.*
Type of Intermediate Qualification(s)	*State whether the intermediate qualifications are named exit and/or target awards.* *Students register for target awards at the commencement of their study. Named exit awards provide an opportunity to gain a named qualification when a student fails to complete the main qualification for which they were registered or because they do not achieve the requirements of their original main qualification.*
Route Code(s) (SITS) of Intermediate Qualification(s)	

Section 2: Qualification unit diet

One table to be used for each intermediate qualification

Confirmation of unit diet for:	*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		☐
A combination of units from a restricted list must be taken to achieve the credits required (specify the list below)		☐
A specific set of units must be taken to achieve the credits required (specify units below)		☐

List of units (if applicable):-

Section 3: Course structure and learning outcomes

One table to be used for each intermediate qualification

Intermediate qualification and title														
The Units which make up this course are:					**Contributing towards the learning outcomes** *Insert LO1 and/or LO2 for each unit into cell corresponding to the course learning outcome*									
Unit Code	Level	Credits	Unit Name	Core or option	1	2	3	4	5	6	7	8	9	10

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

Course (or intermediate) qualification and title	

FHEQ Descriptor for a higher education qualification	BSc (Honours) Business Management with Law Year 3 (Against FHEQ L6 Descriptors)	Course Learning Outcome(s)								
		1	2	3	4	5	6	7	8	9
Bachelor's degree with honours are awarded to students who have demonstrated:										
A systematic understanding of key aspects of their field of study, including acquisition of coherent and details knowledge, at least some of which is at, or informed by, the forefront of defined aspects of a discipline		√	√							
An ability to deploy accurately established techniques of analysis and enquiry within a discipline				√		√	√	√		
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		√		√			√			
Conceptual understanding that enables the student To describe and comment upon particular aspects of current research, or equivalent advanced scholarship, in the discipline		√				√	√			
An appreciation of the uncertainty, ambiguity and limits of knowledge						√	√			
An 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).				√		√	√			
Typically, holders of the qualification will be able to:										
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				√		√	√	√		
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				√	√	√	√	√		
Communicate information, ideas, problems and solutions to both specialist and non-specialist audiences				√			√			

And holders will have:									
The qualities and transferable skills necessary for employment requiring the exercise of initiative and personal responsibility		√	√	√		√	√		
The qualities and transferable skills necessary for employment requiring decision making in complex and unpredictable contexts		√	√	√		√	√		
The qualities and transferable skills necessary for employment requiring the learning ability needed to undertake appropriate further training of a professional or equivalent nature			√	√		√	√		

Subject Benchmark Statement(s)	QAA Business and Management subject benchmark statements (2015)	Evidence and/or Course Learning Outcome(s) *How the course takes account of relevant subject benchmark statements*
Demonstrate relevant knowledge and understanding of organisations, the business environment in which they operate and their management. Programmes emphasise understanding, responding and shaping the dynamic and changing nature of business and the consideration of the future of organisations within the global business environment, including the management of risk		LO1, LO2, LO6, LO7
The internal aspects, functions and processes of organisations including their diverse nature, purposes, structures, size/scale, governance, operations and management, together with the individual and corporate behaviours and cultures which exist within and between different organisations and their influence upon the external environment		LO1, LO2, LO6, LO7
Business environment: this encompasses the fast pace of change within a wide range of factors, including economic, environmental, cultural, ethical, legal and regulatory, political, sociological, digital and technological, together with their effects at local, national and global levels upon the strategy, behaviour, management and sustainability of organisations		LO1, LO3, LO6, LO7
Management: this encompasses the various processes, procedures and practices for effective management of organisations. It includes theories, models, frameworks, tasks and roles of management, including the management of people and corporate social responsibility, together with rational analysis and other processes of decision making within different organisations		LO1, LO3, LO4, LO5
A clear link between the development of relevant skills and employability of graduates		LO3, LO5, LO7
A range of cognitive and intellectual skills together with competencies specific to business and management. Graduates should also be able to demonstrate relevant personal and interpersonal skills. These include both subject-specific and generic skills		LO3, LO4, LO5, LO7

The format of the following mapping tables may be adjusted.

Qualification Characteristic	*(insert title and year where appropriate)*	Evidence *How the course takes account of relevant*

		qualification characteristics documents

Professional body or other external reference points	*(insert title and year)*	**Evidence** *How the course takes account of Professional body or other external reference points*

Annex D: Diet Template

Course Title:	Business Management with Law		
Route Code:	BSBMLABF	Mode: e.g. Full Time	Full Time
Length of course:	3 Years		

Please note a separate diet sheet is needed for each location of delivery (i.e. Luton, Bedford, partner location), each start date (i.e. October, February), each course length (i.e. 12 month, 15 month) & each attendance mode (i.e. Full Time).

Location of delivery (please tick):

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

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

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

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/sits. 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. Please note that a change in the credit value of an existing unit will require a new unit code to be created.

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[2] 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

AB October Start
Units for Year 1 for Academic Year 2018-19 (Foundation Year where applicable)

Unit Code	Unit Name	Unit Location	Core/ Option*	Period of study	Credits
BBS003-1	**Foundation of Business Communications**	**AB**	**C**	**SEM1**	**30**
MAR001-1	**Principles of Marketing**	**AB**	C	**SEM1**	15
LAW007-1	**Contract Law**	**AB**	C	**TY**	30
AAFNEW-1	**Accounting for Business**	**AB**	C	**SEM2**	15
BBS013-1	**Foundations of Business Management**	**AB**	C	**SEM2**	30

Units for Year 2 for Academic Year …………….

Unit Code	Unit Name	Unit Location	Core/ Option*	Period of study	Credits
SHR018-2	**HRM and Psychology**	**AB**	**C**	**SEM1**	**30**
MAR002-2	**Marketing Planning**	**AB**	O	**SEM1**	15
BSS017-2	**Sustainable Business Management**	**AB**	O	**SEM1**	15
LAW002-2	**Law of Tort**	**AB**	C	**TY**	30
AAF024-2	**Economics of International Business**	**AB**	C	**SEM2**	30
BSS019-2	**Business Research Methods**	**AB**	C	**SEM2**	15

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

Unit Code	Unit Name	Unit Location	Core/ Option*	Period of study	Credits
BSS013-3	**Strategy and Change Management**	**AB**	**C**	**SEM1**	**30**
BSS042-3	**Management and Administration of Operations**	**AB**	C	**SEM1**	15
BSS041-3	**Digital Business Management**	**AB**	C	**SEM1**	15
BSS045-3	**Specialist Project Management**	**AB**	C	**SEM2**	30
Lawxxx-3	**Intellectual Property Law**	**AB**	C	**SEM2**	15
Law009-3	**Company Law**	**AB**	C	**SEM2**	15

*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 with any queries.