

BSc Business Management
BSc Business Management with Marketing
BSc International Strategic Business Management
BSc Business Management with Entrepreneurship
BSc Business Management with Law
BSc Accounting with Finance

Full-Time Study from September 2023

Course Demands

Introduction

This document is produced by The University of Law (the University) to provide information about the demands of the course for prospective students.

The information included is an indicative guide for the full-time courses commencing in Sep 2023. Students who enroll on the course will be subject to the course regulations in force at that time.

Details of the course/s including subject coverage and the learning environment, can be found on the University's website.

Preliminary Knowledge

Generic skills associated with the entry criteria for the Undergraduate Business awards.

Pre-Course Demands

There is no pre-course study required.

In addition, it is recommended that all students who are returning to learning complete the *Getting Ready for Academic Study* module which is available in the Skills4Study package available through ELITE / The Skills Academy

Modes of Study and Attendance Requirements

The Undergraduate programmes are an important step in the development of our students' future professional career and we regard participation as an important part of one's professional development. We may be asked by a prospective employer to give details of a particular student's punctuality, attendance and/or participation and progress. Attendance is required at workshops, skills development activities, group work, tests, and examinations.

Our courses are delivered using the Prepare – Engage – Consolidate (PEC) Model. The PEC Model is at the heart of our learning design approach. Students are asked to Prepare ahead of the workshops, then Engage during the workshops using an active methodology, and finally Consolidate the learning obtained during the workshop through a set of pre-designed tasks to be undertaken before the following workshop.

| Learning format | Hours Full Time (Indicative per week) |
|--|--|
| Prepare - consisting of independent learning and preparation for Engage activities | 26 |
| Engage activities - workshops (there are no lectures in the Business programmes) | 12 |

| | |
|--|----|
| Consolidate - completing further tasks to bring together your learning and check your understanding in between 2 consecutive workshops (for example between ws 3 and ws 4) | 12 |
| Total | 50 |

Number of days attendance on campus usually required:

| Attendance Mode | Number of Days of Attendance per week required for Engage (teaching) sessions |
|----------------------|---|
| Full-time presential | Normally 3 (exceptionally it may be 2 or 4) |

We expect students to attend at least 80% of their sessions (Our data shows that students with higher attendance have significantly better prospects of success). International students with a visa need to attend at least 80% of the sessions.

Summary of Key Learning Outcomes

Taking as a reference the learning outcomes of the **BSc Business Management** (informed by the QAA Subject Benchmark Statement Business and Management) after completion of the programme students will be able to

Knowledge and understanding

- have a broad, analytical and highly integrated understanding of business and management
- demonstrate relevant knowledge and understanding of organisations, the dynamic and changing nature of the business environment in which they operate, and their management
- be capable of understanding, responding and shaping the future of organisations
- understand 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
- understand the business environment, including economic, environmental, cultural, ethical, legal and regulatory, political, sociological, digital and technological aspects, together with their effects at local, national and global levels upon the strategy, behaviour, management and sustainability of organisations
- understand the various processes, procedures and practices for effective management of organisations, including theories, models, frameworks, tasks and roles of management, with particular emphasis on corporate social responsibility, decision-making, and the management of people
- be able to demonstrate knowledge and understanding related to

- Markets
- Marketing and sales
- Customers
- Finance and accounting
- Information systems
- People and leadership
- Organisational behaviour and change management
- Operations
- Communications and digital technology and tools
- Strategy
- Innovation and entrepreneurship
- Social responsibility

Intellectual Skills

- analyse and evaluate relevant primary and secondary business sources using a variety of data types including textual, numerical and statistical information.
- analyse complex actual or hypothetical problems, evaluate a range of solutions in the light of the management issues raised and make critical judgments on the merits of particular decisions.
- demonstrate intellectual independence including ability to ask and answer clear questions about business and management systems, identify gaps in own knowledge and acquire new knowledge, and engage in critical analysis and evaluation.
- devise and sustain business strategies and actions through the use of evidence and data, recognising ambiguity and challenges, and being able to communicate these both orally and in writing.

General Transferable and Professional Skills

- have developed relevant skills that will make them employable and continuous learners throughout their business and management careers
- be able to demonstrate a range of cognitive, intellectual, personal and interpersonal, and subject-specific skills such as:
 - People management
 - Problem-solving and critical analysis
 - Ability to analyse and evaluate a range of business data, sources of information and appropriate methodologies
 - Commercial acumen
 - Innovation, creativity and entrepreneurial abilities

- Numeracy
- Networking
- Ability to work collaboratively both internally and externally
- Ability to work with people from a range of cultures
- Ability to effectively explaining information
- Ability to build and maintain relationships
- Communication and listening
- Emotional intelligence and empathy
- Conceptual and critical thinking, analysis, synthesis and evaluation
- Self-management (accept responsibility, be resilient, assertive, to plan, organise and manage time), self-reflection, and self-analysis
- Awareness and sensitivity to diversity in terms of people and cultures.

The obtained knowledge and skills described above means that the students will meet the benchmark statement for an honours degree in business and management:

- 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
- consistently demonstrate a command of subject-specific skills as well as proficiency in generic skills and attributes
- 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
- have developed an 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.

Taking as a reference the general learning outcomes of the **BSc Accounting with Finance** (informed by the QAA Subject Benchmark Statement Accounting) after completion of the programme students will be able to:

Knowledge and understanding

- Knowledge of the contexts in which accounting can be seen as operating (examples of contexts include the legal, ethical, social and natural environment; the accountancy profession; the business entity; the capital markets; the public sector) and why accounting is valuable in these contexts
- Knowledge of the main current technical language and practices of accounting (for example, recognition, measurement and disclosure in financial statements; managerial accounting; auditing; taxation) in a specified socioeconomic domain

- Knowledge of possible alternative technical languages and practices of accounting (for example, alternative recognition rules and valuation bases; accounting rules followed in other socioeconomic domains; alternative managerial accounting approaches to control and decision-making)
- Skills in recording and summarising transactions and other economic events; preparation of financial statements; analysis of the operations of business (for example, decision analysis, performance measurement and management control); financial analysis and projections (for example, analysis of financial ratios, discounted cash flow analysis, budgeting, financial risks) and an awareness of the contexts in which accounting data and information is processed and provided within a variety of organisational environments and the relationships with other systems providing information in organisations
- Knowledge of contemporary theories and empirical evidence concerning the operation and effects of accounting, including detailed coverage of at least one of its contexts and an awareness of others (for example, accounting and accountability; accounting and corporate governance; accounting and capital markets; accounting and the firm; accounting and the public sector; accounting and society; accounting and sustainability; auditing), and the ability to critically evaluate such theories and evidence
- An awareness of issues of financial management, risk and the operation of capital markets

Intellectual Skills

- analyse and evaluate relevant primary and secondary business sources using a variety of data types including textual, numerical, and statistical information.
- analyse complex actual or hypothetical problems, evaluate a range of solutions in the light of the management issues raised and make critical judgments on the merits of particular decisions.
- demonstrate intellectual independence including ability to ask and answer clear questions about business and management systems, identify gaps in own knowledge and acquire new knowledge, and engage in critical analysis and evaluation.
- devise and sustain business strategies and actions through the use of evidence and data, recognising ambiguity and challenges, and being able to communicate these both orally and in writing.

General Transferable and Professional Skills

- critical evaluation of arguments and evidence
- independent and self-managed learning
- analysis, filtering and evaluation of data and drawing reasoned conclusions concerning structured and unstructured problems from a given set of data

- location, extraction and analysis of data from multiple sources, including acknowledging and referencing sources
- numeracy, including the processing and analysis of financial and other numerical data and the appreciation of statistical concepts at an appropriate level
- using contemporary information and communication technology for the acquisition, analysis and communication of information
- communication, including presenting quantitative and qualitative information, together with analysis, argument and commentary, in a form appropriate to the intended audience, and oral as well as written presentation
- working with others (such as through small group projects)

The obtained knowledge and skills described above means that the students will meet the benchmark statement for an honour's degree in accounting and finance and will be able to:

- demonstrate reasonable knowledge of some of the contexts in which accounting operates
- demonstrate reasonable knowledge and understanding of, and an ability to use, current technical language to describe practices of accounting and an ability to apply them in straightforward structured situations from given data generated for the purpose
- demonstrate reasonable knowledge and understanding of some alternative technical language and practices and, where relevant within the context of a particular degree course, an ability to apply them in straightforward structured situations from given data generated for the purpose
- with reasonable accuracy, record and summarise straightforward transactions and other economic events and prepare financial statements complying in outline with relevant regulatory requirements
- analyse the operations of a business and perform straightforward financial analyses and projections; and demonstrate a reasonable awareness of the contexts in which accounting data and information is processed and provided within a variety of organisational environments, and the relationships with other systems providing information in organisations
- demonstrate reasonable knowledge and understanding of theories and empirical evidence concerning the effects of accounting in at least one of its contexts
- demonstrate reasonable awareness of issues of financial management, risk and the operation of capital markets.
- demonstrate possession of the required cognitive abilities and non-subject specific skills to a reasonable level of achievement.

Learning Environment

All the sessions are delivered in workshops with no more than 40 students per group. Our workshops are not live-streamed or recorded. There are no large groups lectures

Courses are delivered face to face, using videos, case studies, discussion questions, reading materials, online testing, and tutor feedback. Students will receive their core textbooks in a digital format, and free of charge.

Courses are delivered in an interactive way; therefore, students are expected to participate fully in all modules and related activities and carry out independent learning and preparation as indicated.

Teaching takes place over the course of 2 semesters per year. Each semester consists of 12 weeks: 11 teaching weeks plus 1 reading week for consolidation and reflection on the module. Assessment takes place during teaching periods and at the end of each term.

Students should expect 4 hours of overall guided learning per week for each module. Students will take 3 modules per semester. Overall, a total of 12 teaching hours per week.

Students are expected to do a significant amount of independent study and work; approximately 30 hours per week. Independent study mainly consists of work related to the weekly tutorials. This includes reviewing videos, reading provided texts, answering discussion questions, participating in group work, writing papers, conducting online research, and completing assessments.

Students have access to core text via Elite. In addition, students have access to the ULaw library. Face to face students have access to both the physical and online Library. Learning resources from the Chartered Management Institute are also available to students. This material can be accessed online. These resources provide a range of professional and business-based materials that represent the latest market trends, with sector-based articles and analytical reports. Students will also have the support of class tutors and will be provided with an Academic Coach.

Assessments (Coursework and Examinations)

The University operates a fit to sit policy, which means that students who attend an assessment are deeming themselves to be fit to sit that assessment. It is therefore not possible to submit a concession or mitigating circumstances application for impaired performance for an assessment that has been sat, unless there was a procedural defect in the conduct of the assessment.

Professional Body Assessment Requirements

Some assessments on the BSc Accounting with Finance are subject to regulatory requirements from the ACCA (The Association of Chartered Certified Accountants) particularly in terms of supervision of the assessments. The University is not able to waive any such regulatory requirements.

Assessment and learning adjustments

If you have any queries regarding support or adjustments whilst studying at the University of Law please contact the Disability and Inclusion Service on disabilitysupportservice@law.ac.uk or 01483 216657.

Summary of Assessment Demands

This course typically contains the following types of assessment:

| Type of Group Coursework | Detail (eg Word limit, coursework format) | Timing of the coursework |
|--------------------------|--|---|
| Report | 3000 – 4000 words | Mid or end of term |
| Report + Presentation | 3000 – 4000 words + 10 – 20 minutes presentation | Mid or end of term report During term presentation |
| Presentation | 10 – 15 minutes | During term |
| Dissertation/Project | 8000 words | End of term at Level 6 |

| Type of Individual Coursework | Detail (eg Word limit, coursework format) | Timing of the coursework |
|-------------------------------|---|--------------------------|
| Report/Essay/Case study | 3000 – 4000 words | Mid or end of term |
| Portfolio | 3000 – 4000 words | End of term |
| Learning Journals | 3000 – 4000 words | End of term |
| Presentation | 10 – 15 minutes | During term |

| In-class tests/Examinations | Number of exams, type of exam and standard duration | Timing – when during the course do these exams take place |
|--|---|---|
| In-class tests - closed book; may include MCQs; during workshops | 30 – 90 minutes | During term |
| Exams – normally closed book; may include MCQs | 90 – 210 minutes | End of term |

The table shows the “standard” length of the exam. If you have a University of Law Inclusion Plan (ULIP) with an “additional time” allowance, this will be shown as a percentage.

For example, if the “standard” time for an exam is 2 hours and you have 25% additional time, your exam will last 2 hours 30 minutes.

Please note – in line with UKVI requirements, visa-sponsored students must sit all written examinations on campus.

Number of Assessments

Between 2 and 4 assessments (the majority has 2 assignments) divided between individual and group work

Dissertation or Sector Specific Project: 1 report (requires Research Methods module at level 5)

Potential Resit Assessments:

Resits will consist in principle on the same assessment methods of the first attempt, unless they are considered inadequate or impossible to use again (e.g. group work), in which case an equivalent alternative will be provided (e.g. a group report may be replaced by an individual report; in-class presentation may be replaced by a recorded presentation).

Time limits for Completion

Irrespective of any special arrangements made, in order to successfully complete the Undergraduate programme, all FT students in a 3 years programme are required under the regulations to pass all elements of the course within five years of commencing the course.