

BUSINESS POSTGRADUATE PROGRAMMES:

Postgraduate Management Hub

- **MSc Business Analytics**
- **MSc Corporate Governance and Ethics**
- **MSc Cyber Security Management**
- **MSc Innovation & Entrepreneurship**
- **MSc Leadership & Human Resource Management**
- **MSc Marketing**
- **MSc Project Management**
- **MSc Strategic Business Management**
- **MSc Corporate Governance with Company Law**
- **MSc Human Resources with Employment Law**

- **MSc Business Analytics with Placement**
- **MSc Corporate Governance and Ethics with Placement**
- **MSc Cyber Security Management with Placement**
- **MSc Innovation & Entrepreneurship with Placement**
- **MSc Leadership & Human Resource Management with Placement**
- **MSc Marketing with Placement**
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- **MSc Strategic Business Management with Placement**
- **MSc Corporate Governance with Company Law with Placement**
- **MSc Human Resources with Employment Law with Placement**

Full and Part Time Study from October 2022

Programme Demands Document

Introduction

This document is produced by The University of Law, Business School (ULBS) for the information of prospective students. It explains the demands of the courses, with and without a Placement Year, in order that applicants with disability support requirements can assess their ability to undertake the course. Detailed questions about the extent of adjustments that may be made should be addressed to the Disability Support and Inclusion Service. This document may be made available to medical practitioners who may be asked to provide a professional judgement on the ability of an applicant to complete the course.

The information included is an indicative guide for 2022/23 intakes only. Students who enrol on the course will be subject to the course regulations in force at that time.

Details of of the MSc degrees within the Management (and Finance) Hub, including subject coverage and the learning environment, can be found on the University web-site.

ULBS Management Hub Structure

There are currently ten (10) distinct Masters programmes within the Management Hub. All ULBS Postgraduate degrees are organised into two hubs of programmes; Management Hub and Finance Hub. Programmes within each hub share certain modules, with additional modules that are specific to each programme. The shared modules give students the opportunity to network and liaise with students who are studying other programmes, which they otherwise might not have done, offering invaluable networking opportunities that will benefit them in their post-graduation work-life. The MSc Management Hub degrees share the following modules:

- Global Business Strategy
- Innovation Management in a Digital Age
- Success Through business Ethics

In addition, all students within both Hubs will share the following two modules:

- Professional Development
- Business Project

Each degree within the Management Hub contains additional six (6) modules, that are specific to the specialism of that degree. Individual modules may be shared between one or more degrees, in addition to the Hub-shared modules, if they are relevant to those specialisms.

Exceptionally, the MSc Corporate Governance with Company Law and MSc Human Resources with Employment Law contain 2 business modules (15 credits each) and 2 law modules (30 credits each), in addition to the Business Project (45cr) and Professional Development (non-credit bearing). The modules in legal subjects will be delivered by the department of postgraduate programmes of the law school. The collaboration between ULBS and the Law School, in delivering these two degrees, in furtherance of ULaw's diversification strategy, is a real manifestation of the synergies possible between the two Schools.

Modes of Study

The programmes can be studied full time and part time with timetabled classes face to face, typically over 2 to 3 days per week (the modules taught by the law school may have a different scheme). The programmes' online version can be studied full time in 12 months or part time in 24 months. The online degrees are delivered in an asynchronous way. This means students have flexibility to access teaching and learning materials at a time that is convenient to them. There may be some scheduled points of contact and deadlines for submitting assessments are set. Support is provided in an asynchronous approach (via online discussion boards and email contact), but there is an opportunity to arrange a one-to-one meeting with lecturers, should that be needed.

Students have a total of five years to finish their programme of study if they need to take a break in their studies. Students who do not complete their studies in the set timeframe may be awarded an exit degree; either a Postgraduate Diploma of Higher Education or a Postgraduate Certificate of Higher Education in their respective degrees, depending on the credit value of completed modules.

Study Locations*

Management Hub Degrees	Birmingham	Bristol	Chester	Guilford	Leeds	London Moorgate	Manchester	Nottingham	Berlin GISMA	Online
MSc Business Analytics	X					X	X		X	X
MSc Corporate Governance and Ethics	X					X	X		X	X
MSc Cyber Security Management	X					X	X		X	X
MSc Innovation & Entrepreneurship	X					X	X		X	X
MSc Leadership & Human Resource Management	X					X	X		X	X
MSc Marketing	X					X	X		X	X
MSc Project Management	X					X	X		X	X
MSc Strategic Business Management	X					X	X		X	X
MSc Corporate Governance with Company Law	X					X	X			X
MSc Human Resources with Employment Law	X					X	X			X
MSc Business Analytics with Placement	X					X	X		X	X
MSc Corporate Governance and Ethics with Placement	X					X	X		X	X

MSc Corporate Governance with Corporate Law – with Placement	X					X	X		X	X
MSc Cyber Security Management with Placement	X					X	X		X	X
MSc Innovation & Entrepreneurship with Placement	X					X	X		X	X
MSc Leadership & Human Resource Management with Placement	X					X	X		X	X
MSc Leadership and Management with Employment Law – with Placement	X					X	X		X	X
MSc Marketing with Placement with Placement	X					X	X		X	X
MSc Project Management with Placement	X					X	X		X	X
MSc Strategic Business Management with Placement	X					X	X		X	X

* Locations are indicative

Summary of Key Learning Outcomes

- Ability to critically de-construct and apply factual and conceptual knowledge from across all aspects of business and management to complex strategic problem situations, demonstrating sensitivity to contending value systems and contextual constraints
- A comprehensive understanding of a wide range of strategic analytical techniques and methodologies used in Business and Management and source and format appropriate information in relating to Business and Management research
- Ability to critically evaluate synthesise the impact of ethical issues in Business and Management across societal, geographic and economic boundaries and contribute to current marketing debates.
- Demonstrate effective decision making through pertinent selection and use of appropriate models and frameworks
- Evaluate, synthesise, and contribute to contemporary national and global developments and debates on business and management.
- Produce clear structured business communications in a variety of media.
- Work effectively with people from a range of backgrounds and demonstrate an awareness and sensitivity to issues of diversity.

Skills and practice

- To apply techniques to evaluate and formulate a range of arguments and solutions to problems and issues in business organisations.
- Show an appreciation of cultural issues and demonstrate an ability to work with people from a range of cultures.
- Show a capacity for critical evaluation
- Demonstrate Self-Management, a readiness to accept responsibility and flexibility, and to be resilient and self-starting
- Demonstrate a continuing appetite for development through self-reflection and self-analysis.

- Demonstrate ability for communications, team-building, leadership, and motivating others
- Demonstrate skills of problem-solving and critical analysis
- Demonstrate experience of working in groups and other interpersonal skills

Preliminary Knowledge and Skills

This programme is consistent with the QAA's Category 2: specialised or advanced study master's degrees and other generic skills associated with the entry criteria for Postgraduate business awards.

A sufficient command of English to follow the course to a successful conclusion (a score of 6.5 or above with a minimum of 5.5 in all subjects of the IELTS test).

Disability Support Agreements

The University has a dedicated Disability Support and Inclusion Service to assist students in accessing the programme. To utilise the Disability Support and Inclusion Service medical evidence ideally should be provided prior to starting to ensure adjustments are put in place promptly. On receipt of the medical evidence the Disability Support and Inclusion Service will create an individual Disability Support Agreement detailing the course and assessment adjustments where appropriate. These are then communicated to tutors and assessments officers to implement the adjustments.

The University is able to provide diagnostic assessments with an Educational Psychologist for students suspecting a Specific Learning Difficulty (SpLD) for example: Dyslexia, Dyspraxia, ADHD, and Dyscalculia. The student will incur a small contribution fee of £75. Once completed the Disability Support and Inclusion Service can put in place a Disability Support Agreement detailing the relevant adjustments to the course and assessments.

We provide Skills4Study Campus access via our interactive learning environment, ELITE, this service is available for all students. We are not, at this time, offering one-to-one SpLD specific tutoring. However Disabled Student Allowance funding should be sought if a Specialist Study Skills Tutor is required. The Disability Support and Inclusion Service can advise you on how to obtain DSA, we recommend you apply as soon as possible. If you are eligible you can apply for Disabled Student's Allowance <https://www.gov.uk/disabled-students-allowances-dsas>.

For more information please visit our the disability micro-site <http://www.law.ac.uk/disabilitysupport-service/> or contact disabilitysupportservice@law.ac.uk

Pre-Course Demands

There is no pre-course study required. However, prospective students might find it useful to familiarise themselves with and follow business and economic related news to increase their awareness of the business environment. No pre-requisite knowledge of any of the taught modules is required, although students may also find it useful to consider the main themes of the programme and do a topical online search and gain some awareness of them. As an example:

- *Strategic Human Resource Management*: Recommended it might be useful to visit the website of the Chartered Institute of Personnel and Development (www.cipd.co.uk),
- *Innovation in a Digital Age*: Might be useful to visit the website of the Chartered Management Institute (www.managers.org.uk) and have a look at a publication on LinkedIn; 1. Annacon, A (2019), The 4 Types of Digital Transformation LinkedIn. (Available at <https://www.linkedin.com/pulse/4-types-digital-transformation-andrew-annacone>)
- *Success Through Business Ethics*: Might be useful to look at the website of the Institute of Business Ethics (www.ibe.org.uk), visit Notre Dame Deloitte, Centre for Ethical Leadership - <https://ethicalleadership.nd.edu/news/is-ethical-leadership-an-art/>, and if there is access to the textbook to read the introduction to the first four chapters (The Fundamentals of Ethics, 5th Edition, Russ Shafer-Landau, June 2020 ISBN: 9780190058333, Oxford University Press).

The above are not pre-requisites, but might be of interest to prospective students to have a look at, prior to joining the course. There will be two preparatory workshops for the Placement Year in the year, to furnish students with valuable approaches and techniques in preparation for them to start their placement.

Learning Environment

The campus-based delivery of the course is focused on class-room activities, focusing on student activities and interactions in discussions, supported by videos, case studies, discussion questions, reading materials, and other methods appropriate to the course and location. There is also extensive tutor feedback. Students will receive their core textbooks in a digital format, and free of charge.

Online students will follow a similar pattern of video hours, independent study and assessment. The units will be delivered on our own Virtual Learning environment on BlackBoard.

The course is 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 three trimesters per year. Each trimester consists of 13 weeks. During the trimester with regular taught modules, students should expect 2 hours of overall guided learning per module per week. Students will study nine (9) modules over the full programme, 3 in each semester (3x15cr). Additionally, students will do the equivalent of 1/3 of the Business Project module in each of the three semesters, plus a professional development module in the first trimester, with follow-up to that module in the following two semesters.

Students are expected to do a significant amount of independent study and work; minimum 30 hours per week. Independent study and work 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 texts provided through VitalSource. In addition students have access to the ULaw library. Face to face students have access to both the physical and online Library and online students have access to the online Library. Learning resources from professional bodies linked to the respective

degrees 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 Student Support personnel.

The programmes involve a considerable amount of formative assessments in the form of group and individual work. All summative assessments are individual pieces of work, consisting of; written reports, portfolios, presentation with annotations, or exams.

During the Placement Year, the learning environment will be centred on students' employment. This will be supported by monthly check-ins with their academic supervisor, as well as two virtual workplace visits by the academic advisor with the student and, where possible, one on-site visit by the academic supervisor.

Students will complete a weekly reflective journal that they will submit for review monthly.

Their final assessment will be comprised of a final individual presentation focused on their skills development and learnings from the experience.

The Placement will consist of 1,115 work and academic contact hours over a minimum of 38 weeks, with 85 hours of independent study, equalling 1200 hours in total.

Digital and technological resources and requirements

Students will be expected to be able to access all their learning resources using the University of Law's virtual learning environment Blackboard ULTRA. Students are recommended to use the latest version of Chrome or a Firefox web browser to access Blackboard ULTRA. The list of supported browsers is available from:

https://help.blackboard.com/Learn/Student/Getting_Started/Browser_Support

Students may check if their browser is supported by accessing:

https://help.blackboard.com/Learn/Student/Getting_Started/Browser_Support/Browser_Checker

For general computer hardware students are recommended to have access to a computer which can access the latest browsers (see above). This will enable them to access wider institutional software, including Microsoft OneDrive & Teams, Blackboard Collaborate Conferencing System, Panopto Multimedia Player and the Library Systems. The computer (laptop or desktop) should be multimedia enabled with a webcam. Students are also recommended to have a headset with built-in microphone.

To be able to effectively sit online assessments, it is expected that students have a typing speed of 30-40 words per minute, the average typing speed for adults. This will enable them to successfully complete the assessments within the given timeframe. If students are unsure as to the speed of their typing, they may wish to self-assess their typing speed by using the following online tool:

<https://10fastfingers.com/typing-test/english>

It is recommended that an external Bluetooth or wired keyboard should be utilised, as this provides a better typing position. Students may also wish to investigate the use of ergonomic keyboards, if required.

Attendance requirements

The Postgraduate programme is 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. It is our experience that there is a clear correlation between attendance and pass rates. We may be asked by a prospective employer to give details of a particular student's punctuality, attendance and/or participation and progress.

The indicative week on this programme is as follows (the modules delivered by the law school may follow a slightly different pattern) for programmes without a Placement Year.

Learning format	Hours
<i>Preparation for workshop sessions</i>	35
<i>Workshop sessions</i>	6
<i>Research method training (average)</i>	2
<i>Consolidation</i>	8
Total (estimate average per week)	51

The indicative week for the programme during the work placement year is as follows:

Learning format	Hours
<i>Two preparatory workshop sessions</i>	6
<i>Working Hours per week</i>	30-40 (aver.)
<i>Meetings with Academic Supervisor (in total)</i>	9
<i>Weekly reflective journal</i>	1
Total (estimate average per week)	32-42

Assessment Demands

Assessment is designed to meet the programme and module learning outcomes related to academic knowledge and skills development. The programme includes a variety of types of formative assessments throughout the course, with each module also having a summative end-module assessment. The formative assessments will involve you completing and/or participating in several of the following:

- Individual assignments in workshops
- Group work
- Discussion questions
- Portfolio
- Case studies
- Research
- Panel discussion

- Peer feedback
- Instant feedback tasks
- Vocal engagement
- Reflective journal and individual presentation (for Placement Year)

All summative end-module assessment must be submitted according to the published deadline, work needs to be typed, and some modules may require students to submit portfolios and/or recorded/video information.

As part of the University's commitment to an inclusive learning environment, we anticipate the needs of our students and design the coursework tasks to have sufficient time for most students, this includes students with SpLDs. A SpLD is generally not considered a sole justification for granting coursework extensions and coursework extensions are only granted in exceptional, evidenced circumstances.

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 application for impaired performance for an assessment that has been sat, unless there was a procedural defect in the conduct of the assessment.

Assessment Adjustments

The Disability Support and Inclusion Service can offer a range of adjustments on a case by case basis.

If you have any queries regarding support or adjustments whilst studying at the University of Law please contact the Disability Support and Inclusion Service on disabilitysupportservice@law.ac.uk or 01483216657

Time limits

Irrespective of any special arrangements made, in order to successfully complete the Postgraduate programmes, all students are required under the regulations to pass all elements of the course within five years of commencing the course.

Summary of Assessment Demands

The following tables provides some examples of module assessment:

	End-Module Assessment
Taught Modules	Individual piece of work which could be one of the following: <ul style="list-style-type: none"> • Written assignment (approx.2,500 words) • Portfolio of activities accumulated by the student over the course of the trimester (based on tasks provided by Module Lecturer)

	<ul style="list-style-type: none"> Annotated presentation/Poster, (possibly recorded) <p>Exams, in modules where there may be end-module exams, will be administered in accordance with ULaw's exam policy, as an online exam (if and when possible). Length of exam time will be stipulated in the Module Descriptor and is generally either 2hrs or 3hrs, plus time allocation for uploading completed work.</p>
Business Project	<p>Proposal 3,000 words - (+/- 10%)</p> <p>Business Project (final submission) – 7,500-10,000 word or equivalent:</p> <ul style="list-style-type: none"> White Paper Business Plan Business Project

Potential Resit Assessments:

Resits will consist in principle of the same assessment method as the first attempt, unless it is considered inadequate or impossible to use again.