



UNIVERSITY OF
PORTSMOUTH

COURSE SPECIFICATION

BA(Hons) Business (BAC)

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COURSE SPECIFICATION

Course Title	BA (Hons) Business (BAC)
Final Award	<i>Ba (Hons)</i>
Exit Awards	N/A
Course Code / UCAS code (if applicable)	U2933FTD
Mode of study	<i>Full-time</i>
Mode of delivery	<i>Work-based learning</i>
Normal length of course	<i>Up to 8 years</i>
Cohort(s) to which this course specification applies	<i>September 2023 onwards</i>
Awarding Body	<i>University of Portsmouth</i>
Teaching Institution	<i>University of Portsmouth</i>
Faculty	<i>Faculty of Technology</i>
School/Department/Subject Group	<i>Learning at Work</i>
School/Department/Subject Group webpage	https://www.port.ac.uk/study/studying-while-working/work-based-degrees
Course webpage including entry criteria	<i>This is a closed course. Application is through direct contact with the Learning at Work department</i>
Course Title	BA (Hons) Business (BAC)
Professional and/or Statutory Regulatory Body accreditations	None
Quality Assurance Agency Framework for Higher Education Qualifications (FHEQ) Level	4-6

This course specification provides a summary of the main features of the course, identifies the aims and learning outcomes of the course, the teaching, learning and assessment methods used by teaching staff, and the reference points used to inform the curriculum.

This information is therefore useful to potential students to help them choose the right course of study, to current students on the course and to staff teaching and administering the course.

Further detailed information on the individual modules within the course may be found in the relevant module descriptors and the Course Handbook provided to students on enrolment.

Please refer to the [Course and Module Catalogue](#) for further information on the course structure and modules.

Educational aims of the course

This course allows students to build and follow a personal undergraduate study programme incorporating a range of topics appropriate to their employment. It is a part-time and work based programme managed by a Learning Contract.

Undergraduate learning at work programmes developed through the Partnership Programme aim to equip students to progress within their specific fields of practice. More generally, the programme aims to:

- value and accredit the student’s relevant prior learning.
- provide learning relevant to the career development of people who are in work.
- offer study of current business practice relevant to the student and his/her employer.
- provide a quality assured framework that enables negotiated study programmes that include university and work-based study to result in named University bachelor’s awards.
- ensure flexibility within the programme that meets the variable time constraints and changing strategic needs of the world of work.

The overall philosophy of the Partnership Programme is to encourage and reward career related lifelong learning by:

- Accrediting career related and self-managed learning that is at undergraduate level.
- Enhancing the scholarship of work-based learners, by requiring the development of a range of self managed, conceptual and analytical skills applicable to practical problems within their professional fields.
- Assisting in the personal and professional development of students so that they may improve the contribution they can make to the organisations in which they are employed.
- Furthering the University’s plans for expanding work-based learning and widening participation, by offering education that is relevant to the economy (local, national and international) and by maximising learning partnerships between the University and industry, commerce, the service and voluntary sectors.
- Encouraging industry and commerce to become partners in developing their employees’ technical and business competences

Course Learning Outcomes and Learning, Teaching and Assessment Strategies

The [Quality Assurance Agency for Higher Education \(QAA\)](#) sets out a national framework of qualification levels, and the associated standards of achievement are found in their [Framework for Higher Education Qualifications](#) document.

The Course Learning Outcomes for this course are outlined in the tables below.

A. Knowledge and understanding of:

LO number	Learning outcome	Learning and Teaching methods	Assessment methods
A1	The facts, theories, concepts and the relationship of theory to fact in the student’s own field of work practice and learning as identified in the student’s approved	Tutorials, lectures	<i>WBL project reports, reflective reports, TM</i>

	Learning Contract		<i>assessment</i>
A2	Role of technology in terms of their industry	Tutorials, lectures	<i>WBL project reports, reflective reports, TM assessment</i>
A3	An understanding of key professional practices relevant to their industry	Tutorials, lectures	<i>WBL project reports, reflective reports, TM assessment</i>
A4	Their employer's markets, customers, operations, policy and strategy	Tutorials, lectures	<i>WBL project reports, reflective reports, TM assessment</i>
A5	The wider industrial, commercial or organisational contexts of their industry	Tutorials, lectures	<i>WBL project reports, reflective reports, TM assessment</i>

B. Cognitive (Intellectual or Thinking) skills, able to:

LO number	Learning outcome	Learning and Teaching methods	Assessment methods
B1	Reflect on work practice and appreciate the limits of your own knowledge.	Tutorials, lectures	<i>WBL project reports, reflective reports, TM assessment</i>
B2	Apply codes of practice relating to the relevant industry.	Tutorials, lectures	<i>WBL project reports, reflective reports, TM assessment</i>
B3	Plan, execute and report on a significant work-based project following company standard procedures	Tutorials, lectures	<i>WBL project reports, reflective reports, TM assessment</i>
B4	Analyse and critically appraise own work	Tutorials, lectures	<i>WBL project reports, reflective reports, TM assessment</i>

B5	Propose and manage developments in work practice.	Tutorials, lectures	<i>WBL project reports, reflective reports, TM assessment</i>
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C. Practical (Professional or Subject) skills, able to:

LO number	Learning outcome	Learning and Teaching methods	Assessment methods
C1	Accurately and appropriately select principles, analytic methods, technologies and practices for the successful development of work-based systems or processes.	Tutorials, lectures	<i>WBL project reports, reflective reports, TM assessment</i>
C2	Research, access information and problem solve from appropriate academic, company and professional sources.	Tutorials, lectures	<i>WBL project reports, reflective reports, TM assessment</i>
C3	Use appropriate industry standards	Tutorials, lectures	<i>WBL project reports, reflective reports, TM assessment</i>
C4	Plan and develop a significant development project at work.	Tutorials, lectures	<i>WBL project reports, reflective reports, TM assessment</i>
C5	Work to time and material resource constraints.	Tutorials, lectures	<i>WBL project reports, reflective reports, TM assessment</i>

D. Transferrable (Graduate and Employability) skills, able to:

LO number	Learning outcome	Learning and Teaching methods	Assessment methods
D1	Present ideas and work to audiences in a range of situations. Use interpersonal skills of effective listening, negotiating, persuasion and presentation	Tutorials, lectures	<i>WBL project reports, reflective reports, TM assessment</i>
D2	Use information technology as a research and communication tool.	Tutorials, lectures	<i>WBL project reports, reflective</i>

			<i>reports, TM assessment</i>
D3	Retrieve and generate information, and evaluate sources, in carrying out independent research.	Tutorials, lectures	<i>WBL project reports, reflective reports, TM assessment</i>
D4	Study independently, set goals, manage workloads and meet deadlines.	Tutorials, lectures	<i>WBL project reports, reflective reports, TM assessment</i>
D5	Work autonomously and with others in teams. Deal appropriately with audiences, clients, consumers, markets, sources and users.	Tutorials, lectures	<i>WBL project reports, reflective reports, TM assessment</i>

Academic Regulations

The current University of Portsmouth [Academic Regulations](#) will apply to this course.

Support for Student Learning

The University of Portsmouth provides a comprehensive range of support services for students throughout their course, details of which are available at the [MyPort](#) student portal.

In addition to these University support services this course also provides...

- The Programme is managed by a Programme Director, Programme Leader and Department Manager.
- A learning management day is conducted within induction week, however, there is also an online induction programme for those who cannot attend in person. This induction process introduces the student to the University and Programme and this is followed by successive learning management module workshops. The programme will include course related issues on learning contracts, WBL, reflective writing, professional study, student support and library induction and research methods.
- Each student has a learning manager, personal tutor and workplace mentor at work who respectively provide learning management, academic and professional support and guidance.
- The Learning Management Handbook and module guides provide information about the University (regulations, facilities etc) and the Programme (structure, Learning Contract and award regulations, etc) Learning achieved through non-Partnership modules is additionally supported with standard means.

Evaluation and Enhancement of Standards and Quality in Learning and Teaching

The University of Portsmouth undertakes comprehensive monitoring, review and evaluation of courses within clearly assigned staff responsibilities. Student feedback is a key feature in these evaluations, as represented in our [Policy for Listening to and Responding to the Student Voice](#) where you can also find further information.

Reference Points

The course and outcomes have been developed taking account of:

- [University of Portsmouth Curriculum Framework Specification](#)
- [University of Portsmouth Vision 2030 and Strategy 2025](#)

- [University of Portsmouth Code of Practice for Work-based and Placement Learning](#)
- [University of Portsmouth Policy for Recognition of Prior Learning \(2018\)](#)
- [Quality Assurance Agency UK Quality Code for Higher Education](#)
- [Quality Assurance Agency Qualification Characteristic Statements](#)
- [Quality Assurance Agency Subject Benchmark Statement \(appropriate to the award title\)](#)
- [Quality Assurance Agency Framework for Higher Education Qualifications](#)
- Requirements of Professional and/or Statutory Regulatory Bodies: Institute of Occupational Safety and Health (IOSH) and Institute of Environmental Management and Assessment (IEMA), Engineering Council (UK-SPEC)
- Vocational and professional experience, scholarship and research expertise of the University of Portsmouth's academic members of staff
- National Occupational Standards

Disclaimer

The University of Portsmouth has checked the information provided in this Course Specification and will endeavour to deliver this course in keeping with this Course Specification. However, changes to the course may sometimes be required arising from annual monitoring, student feedback, and the review and update of modules and courses.

Where this activity leads to significant changes to modules and courses there will be prior consultation with students and others, wherever possible, and the University of Portsmouth will take all reasonable steps to minimise disruption to students.

It is also possible that the University of Portsmouth may not be able to offer a module or course for reasons outside of its control, for example, due to the absence of a member of staff or low student registration numbers. Where this is the case, the University of Portsmouth will endeavour to inform applicants and students as soon as possible, and where appropriate, will facilitate the transfer of affected students to another suitable course.

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