

PROGRAMME SPECIFICATION

FOR TAUGHT PROGRAMMES AT ALL LEVELS



THE UNIVERSITY OF
BUCKINGHAM

Name of Programme:	Pre Masters		
Final Award:		Location:	Buckingham
Awarding Institution/Body:	University Of Buckingham	Teaching Institution:	University Of Buckingham
School of Study:	Foundation	Parent Department:	Foundation
Programme Code(s):	FCTF1PPM / Full Time / 1 Term		
Professional Body Accreditation:		Relevant Subject Benchmark Statement (SBS):	Accounting (2019); General Business & Management (2019)
Admission Criteria:	IELTS 6.0 2:2 First Degree or equivalent	Applicable Cohort(s):	Autumn 2020
FHEQ Level:	6	UCAS Code:	

Summary of Programme

This programme aims to develop the skills and knowledge necessary for students intending to take a Master's degree at Buckingham. This short, but intensive, programme has been designed in response to the educational difficulties many students have when taking course at a higher level (particularly when the UK is an unfamiliar educational culture). It is hoped the programme will both help international students to assimilate into the new culture they find themselves in and strengthen all students' cognitive skills and chances of success in their chosen programmes. Students successfully completing this pre-sessional course will be guaranteed a place on their chosen Buckingham Master's programme.

Educational Aims of the Programme

- To develop the skills necessary to successfully complete postgraduate study and research
- To acquire knowledge related to the programme students are hoping to join.
- To enable students to develop the academic English skills essential for success at Master's level
- To familiarise students with the UK business and academic environment
- To further develop the necessary skills and approach for life-long learning and employment in the modern business environment

Programme Outcomes

<p><u>Knowledge and Understanding</u></p> <ol style="list-style-type: none"> 1. The UK business environment, its development and current issues 2. Language and academic skills at the appropriate level for reading, writing and presenting information 3. How to effectively read, listen and note- take 4. The academic standards & conventions of higher level education in the UK 	>	<p><u>Teaching/Learning Strategy</u></p> <p>Teaching/Learning Strategy</p> <ol style="list-style-type: none"> 1. Group work, interactive lectures, small group tutorials/seminars, case study analysis, discussion & debate, workshops 2. Lectures, Seminars & workshops 3. Workshops, lectures & seminars 4. Workshops, lectures & seminars
	>	<p><u>Assessment Strategy</u></p> <ol style="list-style-type: none"> 1. Presentations ,written assignments & case study 2. Written assignments & presentations 3. Literature review, case studies 4. Written assignments, presentations
<p><u>Cognitive Skills</u></p> <p>The ability to:</p> <ol style="list-style-type: none"> 1. Analyse and evaluate information & its sources 2. Reflect on learning 3. Assimilate and synthesise information and formulate a reasoned argument 4. Identify assumptions in self and others 5. Solve complex problems 6. Make well-reasoned decisions 7. Take an active role in discussion, debating issues, sustaining an argument, revising opinions where necessary 	>	<p><u>Teaching/Learning Strategy</u></p> <ol style="list-style-type: none"> 1. Business case studies, interactive lectures, small group tutorials 2. Tutorials, learning log, group work 3. Workshops & tutorials 4. Workshops & tutorials 5. Case study analysis, group work 6. Case study analysis, group work, 7. Case studies, seminars
	>	<p><u>Assessment Strategy</u></p> <ol style="list-style-type: none"> 1. Literature review, reflective log, presentations & written assignments 2. Presentation, reflective log & written assignments 3. Written assignments 4. Written assignment, reflective log 5. Written assignments 6. Written assignments 7. Presentations, discussion of written work & reflective log
<p><u>Practical/Transferable Skills</u></p> <ol style="list-style-type: none"> 1. Communication Skills, written verbal & listening, including presentation skills 2. Computer /Technical literacy 3. Time Management Skills 4. Planning & organizational skills 5. Team working skills 6. Interpersonal skills, including ability to negotiate or deliver a persuasive argument or tailor an argument to a range of audiences 7. Adaptability 8. Leadership skills, including ability to motivate & mentor others. 	>	<p><u>Teaching/Learning Strategy</u></p> <ol style="list-style-type: none"> 1. Group work, small group tutorials, discussion & debate 2. Research exercises 3. Group work assignments 4. Tutorial preparation, assignments 5. Group work, tutorials 6. Group work, tutorials, presentations, seminars 7. Group work, tutorials 8. Group work, tutorials
	>	<p><u>Assessment Strategy</u></p> <ol style="list-style-type: none"> All assignments 2. Critical analysis of text 3&4 Group task & individual presentation 5. Group work task 6. Presentations & Group work task 7. Group exercises 8. Group exercises, presentations

External Reference Points

- Framework for Higher Education Qualifications
 - <https://www.qaa.ac.uk/quality-code/UK-Quality-Code-for-Higher-Education-2013-18#>
 - Relevant Subject Benchmark Statement(s)
 - https://www.qaa.ac.uk/docs/qaa/subject-benchmark-statements/subject-benchmark-statement-business-and-management.pdf?sfvrsn=db39c881_5
 - https://www.qaa.ac.uk/docs/qaa/subject-benchmark-statements/subject-benchmark-statement-accounting.pdf?sfvrsn=da39c881_7
- Accounting (2019);General Business & Management (2019)

Please note: This specification provides a concise summary of the main features of the programme and the learning outcomes that a typical student might reasonably be expected to achieve and demonstrate if he/she takes full advantage of the learning opportunities that are provided. More detailed information on the learning outcomes, content and teaching, learning and assessment methods of each course unit/module can be found in the departmental or programme handbook. The accuracy of the information contained in this document is reviewed annually by the University of Buckingham and may be checked by the Quality Assurance Agency.

Date of Production:	July 2020
Date approved by School Learning and Teaching Committee:	Term 3 2020
Date approved by School Board of Study:	Term 3 2020
Date approved by University Learning and Teaching Committee:	Term 3 2020
Date of Annual Review:	

PROGRAMME STRUCTURES

Pre Masters

FCTF1PPM / Full Time / September Entry

Year One	Term 4 Autumn	Three of: Advanced English [for Business] [L6/0U] Postgraduate Academic Skills [L6/0U] Postgraduate Business Fundamentals [L6/0U] Postgraduate Research Skills [L6/0U] (PMXXXXXXXXX1)
Foundation Examination		