

PROGRAMME SPECIFICATION

1. General information

Awarding body / institution	Leeds Trinity University
Teaching institution	Leeds Trinity University
Professional accreditation body	
Final award	MSc
Title of programme	Finance and Accounting
Subsidiary awards	PG Cert Finance, PG Dip Finance (fallback awards only)
In the case of a Scheme of Study, the other Scheme(s) with which it may be combined	n/a
Duration and modes of study	1 year [full-time]/2 years [part-time] Progression/APL routes are described in Section 8
Start date (this version)	September 2014
Periodic review next due	AY 2016/2017
UCAS course code & code name	n/a
Delivery venue	Leeds Trinity University

2. Aims of the programme

Rationale and general aims
<p>Overall, the MSc in Finance and Accounting is a postgraduate programme designed to provide to finance, accounting and business graduates a specialist progression path and equip them with the necessary knowledge, understanding, skills and strategic thinking required for successful performance in the modern management and business environment within financial management and accounting functions. It is particularly suited to graduates who require a bridge between their university undergraduate academic studies and the needs of employment. The addition of the MSc Finance and Accounting to a first degree will make students more attractive to potential employers. It is also appropriate for experienced managers who would like to develop or enhance professional competence and wish to build on their experience through a structured programme of study.</p> <p>Given these features, the programme fits well with the type 1 specialist (career entry and progression) Masters programme outlined in the Masters Degrees in Business and Management QAA benchmark statement. The rationale of the programme is to provide the essential knowledge,</p>

understanding and skills required for graduates to begin to operate competently and effectively within financial management and accounting functions and, therefore, the programme is targeted at students who are looking for a professional career in these areas.

This programme aims:

1. To develop an advanced understanding of the strategy and operations of businesses as organisations and associated financial management (and accounting) functions.
2. To develop an advanced understanding of the impact and influence of the external environment (e.g. legal) and internal requirements on financial operations of business organisations.
3. To engage students with the advanced theoretical approaches used in the study of the financial management (and accounting) of business organisations.
4. To develop advanced intellectual skills of critical analysis, evaluation, synthesis, hypothesis formulation and testing and problem solving and the ability to apply specialist knowledge and understanding of finance and accounting to complex business and management issues, both systematically and creatively.
5. To develop confidence and competence in employability/career skills, including oral and written communication, utilising the appropriate register and the effective application of ICT.
6. To enhance lifelong learning skills and enthusiasm for learning, including the ability to work effectively both independently and as part of a team and to contribute to business and society at large.

The programme provides a postgraduate progression route for UK and international students, who have completed their undergraduate studies at Leeds Trinity University or at other HEIs. A particular focus is on graduate employability – this programme may lead to the professional qualification route (e.g. ACCA) for students interested in accountancy and financial management careers. The programme will not be accredited by ACCA as a whole but will carry 2 exemptions against ACCA examinations (subject to approval by ACCA).

3. Student learning outcomes of the programme

Learning outcomes in terms of:

- **knowledge and understanding (K)**
- **intellectual / cognitive / 'thinking' skills (I)**
- **physical skills specific to the subject (P)**
- **employability skills (E)**

The 'K1', etc codes are used in section 7c) and module descriptors to refer to each of these learning outcomes.

On successful completion of the MSc Finance and Accounting programme graduates will be able to:

Knowledge and understanding (K)

- K1 Demonstrate advanced knowledge and understanding of the external (incl. economic) contexts in which finance is operating, including legal and ethical frameworks, and how this affects accounting, management and business, as well as the development and the operation of economies and markets for resources, goods and services;
- K2 Demonstrate advanced knowledge, understanding and ability to critique the nature, purposes of financing arrangements and governance structures in organisations' context, including individual behaviour (e.g. investments), team management and corporate cultures;
- K3 Demonstrate advanced knowledge and understanding of key functional specialisms such as financial management, accounting, marketing, operations and people management, as well as the use of theoretical and practical tools of finance and their relevance in resolving practical/ functional problems;

- K4 Demonstrate knowledge and understanding of the importance of customer needs, services and relations, as well as essential aspects of business via advanced interpretation of financial data (e.g. finance and accounting statements or market data), financial modelling and analyses;
- K5 Demonstrate advanced knowledge, understanding and ability to critique financial management and business strategies within a changing environment and in the light of stakeholder interests.

Intellectual/cognitive/'thinking' skills (I)

- I1 Collect, order, analyse and evaluate quantitative and qualitative information and data; collect relevant information across a range of areas pertaining to a current situation, analyse that information and synthesise it into an appropriate form in order to evaluate decision alternatives;
- I2 Use critical thinking, analysis and synthesis to identify assumptions, evaluate financial statements and economic events, question logic and reasoning and identify implicit values;
- I3 Make informed choices in areas of financial analyses, ethical behaviour, social responsibility and equal opportunities practice as they apply to business and people management;
- I4 Demonstrate effective cognitive, problem-solving and decision-making abilities using appropriate quantitative and qualitative skills.

Employability skills (E)

- E1 Self-management – the ability to plan and manage time; readiness to accept responsibility and improve their own performance based on feedback/reflective learning; the ability to take initiative and be proactive, flexible and resilient;
- E2 Teamworking – the ability to co-operate with others on a shared task and to recognise and take on appropriate team roles; leading, contributing to discussions and negotiating; contributing to discussions; awareness of interdependence with others;
- E3 Business and sector awareness – an understanding of the key drivers for business success, including the importance of customer/client satisfaction and innovation; understanding of the market/sector in which an organisation operates; the ability to recognise the external context and pressures on an organisation, including concepts such as value for money, profitability and sustainability;
- E4 Problem-solving – a capacity for critical reasoning, analysis and synthesis; a capacity for applying knowledge in practice; an ability to retrieve, analyse and evaluate information from different sources;
- E5 Communication – the ability to present information clearly and appropriately, both orally and in writing, and to tailor messages to specific audiences and purposes;
- E6 Application of numeracy – a general awareness of mathematics and its application in practical contexts; the ability to carry out arithmetic operations and understand data, to read and interpret graphs and tables and to manage a budget;
- E7 Communication and information technology (CIT) – the ability to identify the appropriate IT package for a given task; familiarity with word-processing, spreadsheets and file management; the ability to use the internet and email effectively;
- E8 Entrepreneurship/enterprise – the ability to demonstrate an innovative approach and creativity, to generate ideas and to identify and take opportunities;
- E9 Social, cultural & civic awareness – embracement of an ethos of community and civic responsibility; an appreciation of diversity and ethical issues; an understanding of cultures and customs in the wider community.

See also the generic programme's aims set out in a section below.

Statement of congruence with the relevant published subject benchmark statements
(including appropriate references to the FHEQ and any PSRB requirements)

The aims, objectives and learning outcomes of the programme are consistent with the Masters Degrees in Business and Management benchmark statement (Type 1 – specialist degrees for career entry/enhancement). In this programme, there is particular emphasis on the relevance to the following sections of the statement: 2.1 (programme aims and objectives), 2.7, 2.8 and 3.7 (specialist degrees' requirements), 3.9 (knowledge/skills in generic business) and 3.10 (skills). The pattern of core and optional modules facilitates good coverage of the material covered by these sections.

4. Learning outcomes for subsidiary awards

Please see section 9 for details of fallback awards.

5. Content

Summary of content by theme

(providing a 'vertical' view through the programme)

The MSc Finance and Accounting programme offers the advanced knowledge and understanding, skills and experience required for graduates to operate effectively and successfully in a financial management and accounting environment. Core areas of the programme focus on contemporary financial management and accounting theories and practices, the understanding of business and management functions, operations, the external/organisations' context and further development of employability skills – communication/presentation, teamwork, leadership, problem-solving, analyses and business decision-making.

The programme starts with induction and the *Leadership and Personal Development* module, which help students in strategic career planning and developing their specialist and generic management/leadership capabilities, as well as academic skills. The core of the programme has a specialist focus and contains *Financial Strategy and Business Operations*, *Financial Performance Management* and *Principles of Taxation and Applied Taxation* (Personal and Corporate) modules, which provide advanced analytical and integrated study of financial management and accounting.

Professional updates on current regulations are included in the syllabus and assessments of core specialist modules (e.g. Company Report and Case Studies) are based on current and comparative issues.

The option modules, *Starting and Growing Your Own Business*, *Human Resources Management* and *International Management and Marketing*, allow participants to individualise their programme of study and to develop a degree of specialism in line with programme learning outcomes in the areas of organisations/internal context, external/international operations and entrepreneurial activity; that can be further extended, if desired, within their research project.

The *Business Research* module, which includes enhanced quantitative methods/statistics studies, and *Dissertation* module allow students to apply and test their theoretical understanding of finance and accounting disciplines in real life applications and to investigate and resolve practical business issues. The project (ideally, being organisation-based) should lead students to produce appropriate business recommendations and act as management consultants for the organisation (which should also increase their employability).

The programme contains modules which may provide exemptions against ACCA syllabi and professional examinations (please see Section 6) (subject to approval by ACCA). Generic business management modules (core and options) are shared with MA Business Management.

6. Structure

MSc Finance and Accounting (ACCA exemptions optional – to be approved)

Duration: 1 year full-time

Total credit rating: 180

Core: Candidates are required to take:

MBM 7502	Leadership and Personal Development	Sem 1	20 credits
MBM 7622	Financial Strategy and Business Operations	Sem 1	20 credits
MBM 7642	Principles of Taxation (ACCA-F6)	Sem 1	20 credits
MBM 7632	Financial Performance Management (ACCA-F5)	Sem 2	20 credits
MBM 7652	Applied Taxation (ACCA-F6)	Sem 2	20 credits
MBM 7552	Business Research	Sem 2	20 credits
MBM 7564	Dissertation	S/Sem	40 credits

Option (6 weeks): Candidates are required to choose 20 credits from:

MBM 7572	Starting and Growing Your Own Business	S/Sem	20 credits
MBM 7592	Human Resources Management	S/Sem	20 credits
MBM 7602	International Management and Marketing	S/Sem	20 credits

Duration: 2 years part-time

Total credit rating: 180

Year 1

Core: Candidates are required to take:

MBM 7622	Financial Strategy and Business Operations	Sem 1	20 credits
MBM 7642	Principles of Taxation (ACCA-F6)	Sem 1	20 credits
MBM 7632	Financial Performance Management (ACCA-F5)	Sem 2	20 credits
MBM 7652	Applied Taxation (ACCA-F6)	Sem 2	20 credits

Option (6 weeks): Candidates are required to choose 20 credits from:

MBM 7572	Starting and Growing your own Business	S/Sem	20 credits
MBM 7592	Human Resources Management	S/Sem	20 credits
MBM 7602	International Management and Marketing	S/Sem	20 credits

Year 2

Core: Candidates are required to take:

MBM 7502	Leadership and Personal Development	Sem 1	20 credits
MBM 7552	Business Research	Sem 2	20 credits
MBM 7564	Dissertation	S/Sem	40 credits

7. Learning, teaching and assessment

7a) Statement of the strategy for learning, teaching and assessment for the programme

The programme attempts to maximise available opportunities for participants to reflect on their knowledge, experience and practice, particularly through a process of peer interaction. This enables students with limited work experience to benefit from the experience of others and brings an international and cross-cultural dimension into the learning. It also leads participants to be able to modify and develop their own and others' business practices.

To facilitate the progression of students into a financial management/accounting career, there will be a focus on inviting qualified and active practitioners as guest speakers, visiting lecturers and mentors to students as appropriate.

As students progress through the programme they will be required to demonstrate appropriate levels of subject knowledge and understanding, subject specific skills, intellectual skills and the effective use of employability skills.

The learning and teaching process develops knowledge of a range of specialist subject areas and develops the ability to handle a breadth of material. Students are expected to develop mastery as a whole through an explicit process of integrating these subjects to give a holistic understanding of the broad field of financial management, accounting and business. Tutor-led sessions have a strong conceptual and theoretical emphasis and appropriate pace, going further and faster than at undergraduate level. 'Theory into practice' is developed by a variety of methods, including case-studies, visiting practitioners/discussions, peer learning, team tasks/presentations and individual research project.

Assessment includes assessing the rigour of academic arguments, as well as the application of theory. Assessment also requires participants to demonstrate a practical and integrative approach to a problem area or issue. A wide range of assessment methods is deployed to facilitate this and includes traditional examinations, essays, current and comparative case studies (seen and unseen)/market analysis and company reports, individual/team presentations, a research project proposal, a business plan and a dissertation.

7b) Module details

Module number and name (include both as shown below)	Learning and Teaching Methods	Assessment				Teaching Staff (module co-ordinator as first name and in bold)
		Form	Magnitude	Weighting	Timing	
MBM 7502 Leadership and Personal Development	Lectures/ seminars	Online Professional Profile, 5 year Career Plan, Leadership Development Review, Essay	4 components, approx. 1,000 words each	4 x 25%	End of Semester 1	E Roberts
MBM 7622 Financial Strategy and Business Operations	Lectures and seminars/ workshops	Company Report	4,000 words	100%	End of Semester 1	A Gilliland
MBM 7632 Financial Performance Management	Lectures and seminars/ workshops	Examination	3 hours	100%	End of Semester 2	A Gilliland
MBM 7642 Principles of Taxation	Lectures and seminars/ workshops	Unseen Examination and seen Case Study	3 hours	100%	End of Semester 1	A Gilliland
MBM 7652 Applied Taxation	Lectures and seminars/ workshops	Unseen Examination and seen Case Study	3 hours	100%	End of Semester 2	A Gilliland
MBM 7552 Business Research	Lectures and workshops	Poster presentation	10 mins	10%	End of scheduled teaching End of Semester 2	A Fulford
		Research proposal	3,000 words	90%		
MBM 7564 Dissertation	One-to-one supervision	Dissertation	10,000 words	100%	End of Summer Semester	M Walker
Options:						
MBM 7572 Starting and Growing Your Own Business	Lectures and workshops	Business plan	4,000 words	100%	End of scheduled teaching	H Ozcan

MBM 7592 Human Resources Management	Lectures/ seminars/ workshops	Essay	4,000 words	100%	End of scheduled teaching	E Roberts
MBM 7602 International Management and Marketing	Lectures and seminars/ workshops	Marketing plan	4,000 words	100%	End of scheduled teaching	N Beaton M Seabright

8. Entry requirements

Honours degree programmes

Applicants should normally have achieved the following prior to registration for the programme:

A honours degree (at least at Lower Second Class) in their first subject – accounting, finance or business–related discipline (or equivalent/relevant professional experience of at least 5 years).

Leeds Trinity University graduates will be encouraged to progress to PG studies and offered a tuition fee discount in line with Leeds Trinity University policy.

For students whose first language is not English a pass in an approved test in English is needed, e.g. the International English Language Testing Service (IELTS) – 6.0 (no component should be lower than 5.5) or the Test of English as a Foreign Language (TOEFL).

International students will have additional access to BMM undergraduate English language sessions – focusing on academic writing/skills and information retrieval sessions (which will also be covered during mandatory Induction week).

Progression agreements with credible international HEIs and UK professional qualifications will be considered (subject to Leeds Trinity University approval).

Any previous relevant work experience and learning will be assessed and, where appropriate, accredited as part of the application process.

9. Progression, classification and award requirements

Details of requirements for student progression between levels and receipt of the award(s) (A certain level of attainment which must be achieved in a specific module; any deviation from the standard College stipulations for award classification, eg. exclusion of Level 4 module marks from Foundation Degree classification)

The MSc Finance and Accounting will be awarded on successful completion of 180 credits. The award will be with Pass, Merit or Distinction, as outlined within the University's Taught Course Academic Regulations.

The Postgraduate Certificate in Finance is available as a fallback award for students achieving 60 credits (any modules; after all attempts).

The Postgraduate Diploma in Finance is available as a fallback award for students achieving 120 credits (any modules; after all attempts).

10. Prerequisites

Details of modules which must be passed before enrolment on a module at a higher level
Include the rationale which justifies imposition of the prerequisite(s) and the mark/grade required.

MBM 7552 *Business Research* is a prerequisite for MBM 7564 *Dissertation* (and a special early re-sit opportunity will be provided for this module, so that students can exercise all their attempts and if possible progress within the same academic year).

To maximise flexibility and choice within the programme there are no further prerequisites.

11. External examining arrangements

External examining arrangements

(eg. joint with another programme – extended duties for someone already in post – or separate, single/multiple examiners; if multiple examiners, which subjects / types of module are to be allocated to each)

An external examiner was appointed in 2012/13 for the MA Business Management programme (and will be able to check non-specialised content). An external examiner with a specialism in Accounting and Financial Management will be recruited in 2014.

12. Additional information

Details regarding arrangements in respect of any special features of the programme/scheme, (eg. study abroad, a field course, specific work placement, opportunities for onward progression from foundation degrees)

Only 1 opportunity to re-sit will be offered at PG level.

Resits for Semester 1 modules are scheduled for July.

Resits for Semester 2 and optional modules (S/Sem) are scheduled for August.

Resits (submissions of research proposal) for *Business Research* (Semester 2) are scheduled for June.

Resits for dissertation - at next available opportunity.

Deferred Opportunity – next available opportunity.

13. Additional support needs

Arrangements made to accommodate students with additional support needs and any unavoidable restrictions on their participation in the programme/scheme

Students with disabilities or other support needs are welcome and will be able to participate fully in the course. Arrangements will be made, via the normal Leeds Trinity University's support network, to accommodate students with additional support needs wherever possible.