

PROGRAMME SPECIFICATION

1. General information

Awarding body / institution	Leeds Trinity University
Teaching institution	Leeds Trinity University
'Parent' Faculty (ICE / BCDI / SHS)	FBCDI
School	Business
Professional accreditation body (if applicable)	N/A
Final award (eg. BA Hons)	BA (Hons)
Title of programme(s)	Business Management and Law
Subsidiary award(s) (if any)	Certificate of Higher Education in Business Management and Law
	Diploma of Higher Education in Business Management and Law
	BA Business Management and Law
Honours type (Single / Joint / Combined)	Joint
Duration and mode(s) of study	3 years full-time
Month/year of approval of programme	August 2022
Start date (this version) (month and year)	September 2022
Periodic review next due (academic year)	твс
HECoS subject code(s	100078 - 50% (Business and Management); 100485 – 50% (Law)
UCAS course code & route code	N123
(available from Admissions)	BUMALAW
SITS codes (Course / Pathway / Route) (available from Student Administration)	BALTUBUMLA
Delivery venue(s)	Leeds Trinity University

2.Aims of the programme

Rationale and general aims, including what is special about this programme (from the student's and a marketing perspective)

The **objective** of the BA (Hons) Business Management and Law programme is to provide the essential knowledge, understanding, skills and experience required for graduates to operate effectively and successfully in a key role within the business and legal environment. It provides a route for graduates to develop as practitioners in a cross disciplinary area and an opportunity for those already in the industry to further their careers.

This programme has a heavy career/practitioner focus, both academically and practically, built with an eye on the existing and predicted future employment needs of the local economy as the Leeds city region continues to build an international reputation in the allied fields of business consultancy and legal services .

The programme draws together the range of key knowledge, skills and attributes required for success across a wide range of related careers, as well as covering fundamental Business principles and law principles relevant to the Business context.

Aims of the programme

The aims of the programme are:

- to prepare graduates for a wide range of careers in business management, in legal advice and/or allied business legal work;
- to develop an awareness of law and legal advice within the core business functions;
- to align learning to the vibrant business and law portfolios, so that context and community are built for all learners.

3. Student learning outcomes of the programme

Learning outcomes in terms of:

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

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

On successful completion of the BA (Hons) Business Management and Law programme, students will be able to:

Knowledge and understanding (K)

- K1 **External environment** demonstrate knowledge and understanding of the external environment of business, including legal and ethical frameworks, and how this affects management and business practices, against a background of the law and legal system of England and Wales.
- K2 **Organisations** demonstrate knowledge and understanding of the nature, purposes, structures, governance and activities of organisations, including individual behaviour, team management and corporate cultures, against a background of detailed knowledge and understanding of legal concepts, contexts and relationships.
- K3 **Key functional specialisms** demonstrate knowledge and understanding of marketing, financial management, operations and people management in a local and international context.

- K4 **Customer needs** demonstrate knowledge and understanding of the importance of customer needs, services and relations, as well as the needs of a business via theoretical and empirical evidence concerning local and international contexts, and of substantive areas of law.
- K5 **Strategies** demonstrate knowledge and understanding of the formulation of business and financial management strategies within a changing market environment and how to meet stakeholder interests.

Intellectual/cognitive/'thinking' skills (I)

- 11 collect, order, analyse and evaluate **quantitative and qualitative information** and data, and apply law knowledge to complex situations.
- use **critical thinking**, analysis and synthesis to identify assumptions, evaluate financial statements and economic events, question logic and reasoning and identify implicit values; and independent and critical thinking about law and legal systems.
- make **informed choices** in areas of financial analysis, ethical behaviour, social responsibility and equal opportunities practice as they apply to business and people management.
- demonstrate effective **cognitive**, problem-solving and **decision-making** abilities using appropriate quantitative and qualitative skills; and analysis, collation and synthesis relating to law issues.
- 15 to apply critical judgement and evaluation in the area of law.
- to act independently in planning and undertaking tasks in areas of law which have already been studied, including research activity.

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;
- 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 **Application of information technology** 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 objectives set out in section 4 below.

3a External benchmarks

Statement of congruence with the relevant published subject benchmark statements (including appropriate references to any PSRB, employer or legislative requirements)

All Leeds Trinity University programmes are congruent with the Frameworks for HE Qualifications (FHEQ) and, where appropriate, the Qualifications and Credit Framework (QCF) (previously the National Qualification Framework (NQF)).

The aims, objectives and learning outcomes of the programme are consistent with the relevant sections of the QAA's Business and Management Benchmark Statement 2019 and Law Benchmark Statement 2019.

4. Learning outcomes for subsidiary awards

G			

The assessment strategy is designed so that each of these outcomes is addressed by more than one module at Level 4.

Learning outcomes for the award of <u>Certificate of Higher</u> <u>Education in Business Management and Law</u>:

On successful completion of at least 120 credits, students will have demonstrated an ability to:

- i) interpret and evaluate data appropriate to the discipline in relevant Business Management and legal contexts;
- ii) make sound judgements in accordance with basic disciplinary theories and concepts in relevant Business Management and legal contexts;
- iii) evaluate the appropriateness of different approaches to solving problems within the discipline in relevant Business Management and legal contexts;
- iv) communicate the results of their work coherently in relevant Business Management and legal contexts;

and will have had specific opportunities to display transferable skills relevant to employment related to the discipline.

The assessment strategy is designed so that each of these outcomes is addressed by more than one module over Levels 4 & 5.

Learning outcomes for the award of <u>Diploma of Higher</u> <u>Education in Business Management and Law:</u>

On successful completion of at least 240 credits, students will have demonstrated, in addition to the outcomes for a Certificate:

- i) critical understanding of disciplinary principles relevant to Business Management and legal contexts;
- ii) application of concepts outside their initial context relevant to Business Management and legal contexts;
- iii) use of a range of disciplinary techniques relevant to Business Management and legal contexts;
- iv) proficient communication of the results of their work relevant to Business Management and legal contexts;

and will have had the opportunity to develop transferable skills relevant to employment related to the discipline, including successful completion of at least one professional placement.

Learning outcomes for the award of an Ordinary Degree:

On successful completion of at least 300 credits, students will have demonstrated, in addition to the outcomes for a Diploma:

- an ability to make flexible use of disciplinary concepts and techniques relevant to Business Management and legal contexts;
- ii) critical evaluation of approaches to solving problems in a disciplinary context relevant to Business Management and legal contexts:
- iii) an ability to work autonomously within a structured learning experience relevant to Business Management and legal contexts;
- iv) effective communication of the results of their work in a variety of forms relevant to Business Management and legal contexts;

and will have had the opportunity to develop transferable skills relevant to employment related to the discipline, including successful completion of at least two professional placements.

The assessment strategy is designed so that each of these outcomes is addressed by more than one module over Levels 4, 5 & 6.

5. Content

Summary of content by theme

(providing a 'vertical' view through the programme)

The programme provides the essential knowledge and understanding, skills and experience required for you to operate effectively and successfully in a business or legal environment. Core areas of the programme focus on contemporary business and legal concepts, the understanding of management and legal functions, operations and external context, including legal and ethical issues.

Integrated within the study of the subject material of core modules is the development of intellectual skills related to the analysis of qualitative and quantitative information, critical thinking and problem-solving. A range of employability skills is developed and practised, including effective communication, numerical proficiency, ICT applications, contemporary communications methodologies, self-management, autonomous learning and team-working.

The programme starts at Level 4 from building foundations of *Marketing Fundamentals*. Core modules of *Management and Organisational Behaviour* and *Operations Management* introduce the importance of people management in the context of overall operations. *Ethics, Society and Employability* incorporates both personal (academic, information retrieval, self-management, etc.) and professional (team working, communication, employability, etc.) skills.

The English Legal System provides a general introduction to the operation and fundamental principles of our legal system in England and Wales and provides foundations for further legal study. Contract Law enables you to develop awareness of the issues surrounding contract law and develop an understanding of the body of law that regulates legally binding agreements in England and Wales.

Level 5 provides on-going study of intermediate level knowledge of these key functional areas: *Financial Management*, *People Management*, *Land Law* and *Torts*, the latter two legal modules forming corner stones of the English legal system.

Integrated within the study of the subject material of core modules is further development and practice of appropriate subject specific, intellectual and transferable skills already introduced at Level 4. Thus, for example, *Financial Management* and *Business Research* will further develop ICT skills, research, analytical and quantitative skills and problem-solving skills.

Following Level 4's *Ethics, Society and Employability*, a *Professional Development and Placement* module and a second opportunity for a period of professional work placement at Level 5 provide further experience of the practical application of business and legal skills and knowledge in an actual workplace environment.

At Level 6, core modules provide advanced level knowledge of *Employment Law* and *Company Law*. The Level 5 *Business Research* module enables and prepares you for the design and execution of a *Law Research Report* at Level 6. You also take the *Professional Learning through Work* module (you need to negotiate the business project with your placement employer and PLTW project supervisor).

At Level 6, you can opt for 2 out of 6 modules in *Business and Management Strategy; e-business and e-marketing; Leadership; Financial Reporting; Corporate Sustainability; Project Management*, depending on interest.

All of these advanced studies at Level 6 enhance the development of transferable skills embodying an appropriate degree of self-awareness, planning and autonomous learning.

6. Structure

BA (Hons) BUSINESS MANAGEMENT and LAW (Joint Honours)

Duration: 3 years full-time **Total credit rating:** 360 (180 ECTS)

Level 4

Core: Students are required to take the following modules

BMM4422	Marketing Fundamentals*	Sem 1 (and 2)	20 credits	
BMM4412	Management and Organisational Behaviou	r* Sem 1 (and 2)	20 credits	
BMM4982	Ethics, Society and Employability	Sem 1	& 2 20 credits	
BMM4432	Operations Management*	Sem 2	20 credits	
LAW4002	The English Legal System	Sem 1 & 2	20 credits	
LAW4022	Contract Law	Sem 1 & 2	20 credits	
Level 5				
Core: Students	are required to take the following modules			
BMM5412	Financial Management	Sem 1	20 credits	
BMM5582	Business Research	Sem 2		
	20 cred			
BMM5552	People Management	Sem 2	20 credits	
LAW5012	Land Law	Sem 1 & 2	20 credits	
LAW5032	Torts	Sem 1 & 2	20 credits	
LAW5052	Professional Development and Placement	Sem 2	20 credits	
Level 6				
Core: Students	are required to take the following modules			
BMM6452	Professional Learning through Work	Sem 1 & 2	20 credits	
LAW6052	Law Research Report	Sem 1 & 2	20 credits	
LAW6072	Company Law	Sem 1 & 2	20 credits	
LAW6022	Employment Law	Sem 1 & 2	20 credits	
Options: Stude	ents are required to choose 40 credits from:			
BMM6422	Business and Management Strategy	Sem 1	20 credits	
BMM6582	e-business and e-marketing	Sem 1	20 credits	
BMM6482	Leadership	Sem 2	20 credits	
BMM6552	Financial Reporting	Sem 2	20 credits	
BMM6492	Corporate Sustainability	Sem 2	20 credits	
BMM6402	Project Management	Sem 2	20 credits	
* Induda +ba I	ntegrated Assessment at Level 4.			

7. Learning, teaching and assessment

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

The programme meets the requirements of relevant policy documents, particularly the QAA Framework for HE Qualifications, relevant QAA Subject Benchmark Statements and the University's Strategic Plan and Learning, Teaching and Assessment Strategy (LTAS) (2020-23). The key goals of the LTAS are reflected in the learning, teaching and assessment strategy of the BA (Hons) Business Management and Law programme as follows.

Learning, teaching and assessments are devised to be constructively aligned and research led. The learning outcomes which you are intended to achieve are clearly and well defined before teaching takes place. Teaching and learning, and the modes/methods of assessments used, are designed to enable you to best achieve those learning outcomes, and to best assess the standards expected. The range of approaches to teaching and learning and the modes of assessment are also clearly and well defined before teaching takes place. Further, the summative assignment is unpacked, explored and fully understood before teaching starts, and at each session/lesson, the content/topics explored are linked back to the summative assignment. Module leads incorporate research into their modules in several ways, including for example, embedding the latest academic and policy research and legislative changes on different topics, as well as new and innovative approaches to student-centred teaching and learning. Modules are reviewed each year for currency and relevance and this cyclical process ensures opportunity to incorporate new research led approaches to teaching, as well as research led content materials.

The programme focuses on essential business and legal knowledge acquisition at Level 4, more detailed, contemporary and specific business and legal knowledge at Level 5 and advanced and specialised knowledge and independent study at Level 6.

The learning, teaching and assessment of the programme are based on principles of active learning, critical reflection, variety of learning approaches, student-led inquiry, and teamwork and communication skills. The University core ethos is that lecturers take the role of facilitators in the classroom and embrace the teaching with enthusiasm and professionalism. Therefore, a variety of activities is expected in the process of module delivery (lectures, seminars, workshops, tutorials, student-led activities, peer to peer teaching, presentations, 'flipped classroom' approaches and other more innovative approaches), as well as different choices of technology (in the virtual learning platform or other online sources) and feedback (tailored feedback and feed-forward). These modes of delivery consider students' needs and variety of learning approaches as well as teamwork. Multi-cultural integration is at the centre of Leeds Trinity's ethos and this is further supported by the members of the teaching team for the programme who come from diverse cultural and ethnic backgrounds. This facilitates the creation of an inclusive learning environment for students with different ethnic and economic backgrounds. You are expected to be responsible for your own learning and self-directed studying is encouraged in modules.

In line with Leeds Trinity's graduate employability strategy, such employability skills as those used for communication, quantitative work and ICT are emphasised at Level 4. At Level 5, employability skills continue to be practised, in addition to the development, in a subject-specific context, of a range of intellectual skills including analysis and problem solving. At Level 6, the emphasis is on the application of higher level intellectual skills, including critical thinking, analysis, evaluation, synthesis and hypothesis formulation. Skills are further developed relating to the design and conduct of independent (but supervised) research. Level 6 subject studies include the development of intellectual skills to equip you to make informed choices relating to considerations of ethics and social responsibility, together with an appreciation of, and sensitivity to, diversity.

Gaining appropriate experience in an actual work situation to allow the application of knowledge and the practice and development of skills is essential for a business management and law

programme and it is at the core of Leeds Trinity University. At Level 5, experiential and active learning are important elements in the development of vocational knowledge and understanding. To meet this requirement, applied exercises, case studies, role-play, practical workshops, management games, business simulations and group- and project-work form part of the teaching strategy of the programme.

A wide range of assessment modes is used to allow you to demonstrate your level of knowledge, understanding and skills proficiency.

As you progress from Level 4 to Level 6, assessments require demonstration of appropriate levels of subject knowledge and understanding, subject-specific skills, intellectual skills and the effective use of transferable skills. In particular, assessment focuses on the appropriate development of higher level intellectual skills including critical thinking, analysis, evaluation, and synthesis and hypothesis formulation, within the context of specific-subject material. Integrated Assessment at Level 4 is based around a business case study along with questions to research and address. Overall, assessment across the programme at each level has been designed to ensure that there are a good variety and balance of assessment forms.

You also have the opportunity to study abroad at one of Leeds Trinity University's partner institutions in the EU or worldwide.

APPROVED AUGUST 2022

7b) Programme learning outcomes covered

	Knowledge and Understanding				Intellectual/cognitive/'thinking' skills							Employability skills									
	K1	K2	К3	K4	K5	I1	12	13	14	15	16	E1	E2	E3	E4	E5	E 6	E7	E8	E9	
Lighter or hatched shading indicates modules that are not core, ie. not all students on this programme will undertake these.	External environment	Organisations	Key functional specialisms	Customer orientation	Strategy	Quantitative and Qualitative info	Critical thinking	Informed choices	Cognitive decision making	Critical judgement and evaluation	Act independently in planning and undertaking tasks	Self-management	Teamworking	Business & sector awareness	Problem-solving	Communication	Application of numeracy	Application of IT	Entrepreneurship / enterprise	Social, cultural & civic awareness	
Level 4																					
BMM4412 Management and Organisational Behaviour																					
BMM4422 Marketing Fundamentals																					
LAW4002 The English Legal System																					
BMM4432 Operations Management																					
BMM4982 Ethics, Society and Employability																					
LAW4022 Contract Law																					
Level 5																					
BMM5582 Business Research																					
LAW5052 Professional Development and Placement																					
BMM5412 Financial Management																					
LAW5012 Land Law																					

APPROVED AUGUST 2022

	Knowledge and Understanding			Intel	lectua	l/cogr	nitive/	'thinkin	g' skills	Employability skills										
	K1	K2	КЗ	K4	K5	I1	12	13	14	15	16	E1	E2	E3	E4	E5	E6	E7	E8	E9
Lighter or hatched shading indicates modules that are not core, ie. not all students on this programme will undertake these.	External environment	Organisations	Key functional specialisms	Customer orientation	Strategy	Quantitative and Qualitative info	Critical thinking	Informed choices	Cognitive decision making	Critical judgement and evaluation	Act independently in planning and undertaking tasks	Self-management	Teamworking	Business & sector awareness	Problem-solving	Communication	Application of numeracy	Application of IT	Entrepreneurship / enterprise	Social, cultural & civic awareness
LAW5032 Torts																				
BMM5582 Business Research																				
Level 6																				
LAW6052 Law Research Report																				
BMM6452 Professional Learning through Work																				
LAW6072 Company Law																				
LAW6022 Employment Law																				
BMM6552 Financial Reporting																				
BMM6422 Business and Management Strategy																				
BMM6582 e-business and e- marketing																				
BMM6402 Project Management																				
BMM6482 Leadership																				
BMM6492 Corporate Sustainability																				

8. Entry requirements

Do the University's standard entry apply (as outlined within the University)?	Yes	
Detail of any deviation from and/or addition to the University's standard entry requirements (if applicable)		

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 <u>must</u> be achieved in a specific module; any modules exempted from condonement, any deviation from the standard institutional stipulations for award classification, e.g. exclusion of Level 4 module marks from Foundation Degree classification)

The following regulations apply, together with the General Academic Regulations:

• Programme Regulations for Taught Undergraduate Degrees.

10. Prerequisites

Details of modules students <u>must</u> study and achieve credit for before enrolling on a module at a higher level, or attaining their final programme award

Include the rationale which justifies imposition of the prerequisite(s) and the mark/grade required.

N/A.

11. 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 are expected to be able to participate fully in this programme. Arrangements will be made, via the normal University support systems, to accommodate students with additional support needs wherever possible, with reasonable adjustments made to accommodate individual needs.