



**BIRMINGHAM CITY**  
**University**  
International College

# **Foundation in Business**

## **Programme Specification**

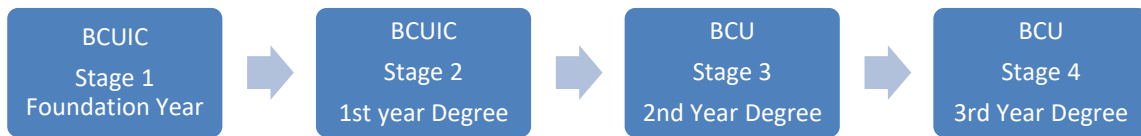
**Disclaimer:**

BCUIC has checked the information given in this Programme Specification and believes it to be correct. We will endeavour to deliver the course in keeping with this Programme Specification but reserve the right to change the content, timetabling and administration of the course whilst maintaining equivalent academic standards and quality.

## Pathway Programme Information

<b>Pathway Type</b>	Undergraduate	
<b>Pathway Areas</b>	Business	
<b>Pathways/s</b>	Business - One Semester	Business - Two Semester
<b>NAVIGATE Code/s</b>	UFB1	UFBU
<b>Pathway Provision</b>	College: NQF Level/s: 3	
<b>Title</b>	University Foundation in Business	
<b>NQF (FHEQ)</b>	3	
<b>Credit Points</b>	Two (2 ) Semester =120/ One (1) Semester = 80	
<b>Duration of Study</b>	Two (2) semesters and One (1)Semester	
<b>Weeks of Study</b>	Two (2 ) Semester Twenty Six (26) weeks/ One (1)Semester Thirteen (13) weeks	
<b>Mode of Study</b>	Full-time	
<b>Mode of Delivery</b>	Face to Face	
<b>Notional Hours</b>	Two (2 ) Semester = 1,250 / One (1)Semester = 800	
<b>Contact Hours</b>	Two (2 ) Semester = 400 / One (1)Semester = 250	
<b>Self-directed Study Hours</b>	Two (2 ) Semester = 850/ One (1)Semester = 550	
<b>Delivery Model</b>	Standard Delivery Model (SDM)	
<b>Teaching Institution</b>	Birmingham City University International College	
<b>Awarding Institution</b>	Birmingham City University	
<b>Faculty</b>	Business, Law and Social Science (BLSS)	
<b>Teaching Location (Campus)</b>	BCUIC, 15 Bartholomew Row, Birmingham B5 5JU	
<b>2-semester intakes</b>	September, May and January	
<b>1-semester intakes</b>	September, May and January	
<b>Subject Benchmarks Statements</b>	<b>QAA:</b> QAA: Accounting 167 02/07 para. 4.1; Business Management 165 02/07 para. 3.1 ff.; Computing 170 03/07 para. 3 ff. (indirect); Economics 145 01/07 para. 3.2; MSOR 212 12/07 para 3 ff.	

## Stage(s) of Study



## Articulation Programmes

Awards by Pathway	Degree awards	NQF Award Level
<i>Accounting and Finance Pathway</i>	BSc (Hons) Accounting and Finance	6
<i>Economics Pathway</i>	BSc (Hons) Economics	6
<i>Business Pathway</i>	BA (Hons) Business with Marketing	6
<i>Business Management Pathway</i>	BA (Hons) Business Management	6
	BA (Hons) Human Resource Management	6
<i>Marketing Pathway</i>	BA (Hons) Marketing with Advertising & Public Relations	6
	BA (Hons) Marketing with Digital Communication	6
	BA (Hons) Marketing	6

## Foundation in Business (Two Semesters)

Foundation in Business						
Core Modules			Credit Points	Pass Mark %	Exam %	Coursework %
Contact Hrs/Week	College Module Code	Module Name				
<b>Semester 1</b>						
4	ILS001	Interactive Learning Skills and Communication 1	15	50	30	70
4	BUS101	Business Studies	15	40	50	50
4	HUM102	Critical Thinking	10	40	50	50
4	HUM103	Composition and Style	20	40	50	50
<b>Semester 2</b>						
4	BUS102	Accounting	15	40	50	40
4	BUS106	Business Mathematics	15	40	100	-
4	TEE103	ICT Skills	15	40	60	40
4	BUS103	Globalisation	15	40	60	40
<b>Undergraduate Stage 1 : Business</b>			<b>120 credit points</b>			

## Foundation in Business (One Semester)

Foundation in Business						
Core Modules			Credit Points	Pass Mark %	Exam %	Coursework %
Contact Hrs/Week	College Module Code	Module Name				
<b>Semester 1</b>						
4	ILS001	Interactive Learning Skills and Communication 1	15	50	30	70
4	BUS101	Business Studies	15	40	50	50
4	BUS102	Accounting	15	40	60	40
4	HUM103	Composition and Style	20	40	50	50
4	BUS106	Business Mathematics	15	40	100	-
<b>Undergraduate Stage 1 : Business</b>			<b>80 credit points</b>			

## Strategic Rationale for the Programme

The partnership between Birmingham City University International College (BCUIC) and Birmingham City University (BCU) facilitates the acquisition of Select level degree by international students who, because of their previous educational experience, are not normally able to gain direct access to the University's degree schemes. The programme has therefore been developed to satisfy important pedagogical issues:

1. To ensure that international students have a dedicated period of time, in a familial and safe setting, to adjust to and acquire the skills to prepare for further studies within a western learning environment.
2. To satisfy the University's quality protocols, which in turn are directed by the QAA Subject Benchmark requirements, for articulation purpose.
3. Facilitate access to a programme leading to a University degree award.
4. Protect the entry tariff of the University to its degree schemes and ensure that the University does not need to lower its entry tariff in order to increase its international student population.
5. Widen access and participation in higher education in line with the University's internationalisation agenda.
6. Commit to the provision of best practice customer service and student experience for international students and thus add value to the University's award-winning student lifestyle.
7. Support the integrity of the University's QAA commitment by adopting and adapting the University's quality regime to form the basis of a robust, quality driven academic provision and administrative systems and processes.

## Educational Aims

The programme, Foundation in Business, has been devised in accordance with Navitas UK general educational aims along with those formulated for the College, see Quality Manual, and the nominated outcomes desired by Birmingham City University, Birmingham City Business School, to impart a high quality of education in the disciplines required.

The educational aims of the programme are to:

1. Prepare students, who would not normally be considered qualified, to an appropriate standard for entry into the BCUIC First Year degree in Business at NQF Level 4.
2. To endow each individual with an educational pathway that augments opportunities for professional employment and development in the business sector at both a national and international level.
3. Develop in students a fundamental knowledge and understanding that can demonstrate an understanding of the economic, political, legal and cultural factors in the global economy so as to support their transfer into the BCUIC First Year Degree in Business and Social Sciences at NQF Level 4 and on successful completion therein to the Birmingham City University prescribed degree schemes.
4. Develop in students an appreciation and desire to learn based on competent intellectual and practical skills building to a set of transferable skills that will support them in all aspects of their onward academic studies/careers and assist informed decision-making.
5. Ensure that students have attained the prescribed level of inter-disciplinary language competence described as Level B2 'Independent User' by the Council of Europe, see Common European Framework of Reference for languages: Learning, teaching assessment 2001, Council of Europe, CUP, Cambridge, p. 24, Table 1. Common Reference Levels: global scale.
6. Ensure that graduates have attained the prescribed level of inter-disciplinary language competence to a minimum pass mark of 60% in the ACL accredited module Interactive Learning Skills and Communication, and therein a minimum 6.0 IELTS equivalent.

## **Intended Learning Outcomes**

Generic: All modules have a set of Learning Outcomes (LOs) attached to them; see relevant Definitive Module Documents (DMDs). These provide a basic set of core transferable skills that can be employed as a basis to further study and life-long learning. They are delivered using an interdisciplinary and progressive approach underpinned by the relevant module, to build these core skills within the context of subject-specific learning. Incorporated in these core skills are the key themes of relationship-management, time-management, professional communication, technological and numerical understanding and competency. For full details, see the programme Moodle site (<https://moodle.bcuic.navitas.com/course/management.php>)

## Learning and Teaching Strategy

BCUIC Learning and Teaching Strategy is informed by a variety of stakeholders including students.

To be a values-driven partner to BCU representing an academically excellent community of learning informed by the Navitas ethos. Our students have diverse starting points and therefore our core philosophy is that we will engage with them as partners and together provide an education that will maximise their chances of achieving excellent outcomes.

The Strategy therefore encompasses pedagogy and provision, curriculum, delivery, e-learning, student affairs, professional development, reporting, monitoring and review, quality and standards

The Strategy is reflective of both current and informed good practice alongside future aspirations, aims and objectives. Keeping the Strategy current, and therefore relevant, is essential to the achievement of the desired long-term aims for BCUIC students.

The aim of the BCUIC's Learning and Teaching Board is to ensure openness and transparency in all matters concerning the student learning experience and academic performance standards. The Learning and Teaching Board is responsible to Navitas Learning and Teaching Committee for reporting on the maintenance, development and enhancement of high academic standards and an excellent taught student learning experience.

The acquisition of learning outcomes is via a combination of small group lectures, small group-based tutorial coursework (oral and written presentation) and individual coursework (oral and written presentation) and summative examination. Application of the central programme themes throughout all core modules of the stage of study via examples and topics for assessment regimes. Additional support is provided through the provision of small peer-led tutorial group work; the addition of individual tutorial support; BCUIC module specific subject specialists delivering modules; guest speakers (industry/topic specific); monitoring and appraisal by BCUIC academic management as well as Navitas Ltd (UK) management.

Students are encouraged throughout the stage of study to undertake independent study both to supplement and consolidate what is being taught/learnt and to broaden their individual knowledge and understanding of the subject. This can be through the use of the University's library and IT facilities for self-directed study and to use their private IT facilities where possible.



## **Assessment Strategy**

All assessments for core units on this programme are considered to provide opportunities for students to demonstrate knowledge and understanding of the subject matter relating to the degree programme. Some assessments lend themselves more readily to the development and demonstration of cognitive skills. Others provide evidence of practical, professional and subject specific skills.

Most assessments will provide opportunities for students to demonstrate the achievement of transferable and key skills. Assessments include a combination of summative (closed-book) examinations and summative coursework along with written assignments and in-course assessments, computer-based coursework, project reports and presentations that test all analytical skills and require the application of taught methodology to solve queries across a range of subject areas.

This indicates an ability to effectively manage a complex and flexible timetable, combining a variety of delivery and assessment modes, some of which are conflicting in submission and style (oral/written and individual/small group, to demonstrate effective organisation, self-reliance and time-management skills. Integrated themes used across the continuous assessment framework for the stage of study allow the testing of robust capability skills in a number of environments.

## **Course Structure, Moderation, Progression and Award Requirements**

This programme is delivered across one and two semester full-time. Both the delivery and assessment of the programme is in English. The mode of delivery is standard delivery mode.

A subject specialist within the College moderates a ten percent sample of each assessment. Link tutors from Birmingham City University and University appointed external examiners are invited to review these samples.

Each module offered on the programme has a minimum overall pass mark. Please refer to definitive Module Guide (DMD). The College's Policy and Regulation (CPR) 9 explains all our assessment regulations for further details on the assessment regulations and failing to progress.

[https://12b2eab6ac2abf102db7-69217b01da80406f811f173b9935de20.ssl.cf6.rackcdn.com/BCUIC\\_Assessment\\_update.pdf](https://12b2eab6ac2abf102db7-69217b01da80406f811f173b9935de20.ssl.cf6.rackcdn.com/BCUIC_Assessment_update.pdf)

## Categories of Performance

**A (High Distinction, 70 - 100%)** – Distinctive level of knowledge, skill and understanding which demonstrates an authoritative grasp of the concepts and principles and ability to communicate them in relation to the assessment event without plagiarism or collusion. Indications of originality in application of ideas, graphical representations, personal insights reflecting depth and confidence of understanding of issues raised in the assessment event.

**B (Distinction, 60 - 69%)** – Level of competence demonstrating a coherent grasp of knowledge, skill and understanding of the assessment and ability to communicate them effectively. Displays originality in interpreting concepts and principles. The work uses graphs and tables to illustrate answers where relevant. Ideas and conclusions are expressed clearly. Many aspects of the candidate's application and result can be commended.

**C (Merit, 50 - 59%)** – Level of competence shows an acceptable knowledge, skill and understanding sufficient to indicate that the candidate is able to make further progress. The outcome shows satisfactorily understanding and performance of the requirements of the assessment tasks. Demonstrates clear expression of ideas, draws recognisable and relevant conclusions.

**D (Pass, 40 - 49%)** – Evidence of basic competence to meet requirements of the assessment task and event. Evidence of basic acquaintance with relevant source material. Limited attempt to organise and communicate the response. Some attempt to draw relevant conclusions.

**F (Fail 0- 39%)** – The candidate's application and result shows that the level of competence being sought has not yet been achieved. The assessed work shows a less than acceptable grasp of knowledge, skill and understanding of the requirements and communication of the assessment event and associated tasks.

*NB: See individual Module Guides for details marks classification*

**Progression Criteria: minimum pass mark of 40% achieved for all modules listed bar: ILSC, which requires a minimum pass mark of 50% achieved in all assessment events.**