

Programme Title: MSc Management with Integrated Pre-Masters (September start)



## Programme Specification (PG)

|   |  |
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| Awarding body / institution:                | Queen Mary University of London  |
| Teaching institution:                       | Queen Mary University of London  |
| Name of final award and programme title:    | MSc Management with Integrated Pre-Masters (September start)   |
| Name of interim award(s):                   | Graduate Diploma in Humanities and Social Sciences<br>Graduate Certificate in Humanities and Social Sciences |
| Duration of study / period of registration: | 2 calendar years (full-time)   |
| QMUL programme code(s):                     |  |
| QAA Benchmark Group:                        | N/A  |
| FHEQ Level of Award:                        | Level 7  |
| Programme accredited by:                    | N/A  |
| Date Programme Specification approved:      |  |
| Responsible School / Institute:             | School of Business & Management  |

Schools / Institutes which will also be involved in teaching part of the programme:

School of Languages, Linguistics & Film

Collaborative institution(s) / organisation(s) involved in delivering the programme:

N/A

### Programme outline

The MSc Management with Integrated Pre-Masters is designed for non-business graduates who may not have any prior knowledge of management or business and delivers sophisticated management education for those who wish to significantly improve employability in middle and senior management positions. It equips you with the skills needed to become a successful manager. The programme combines the one-year MSc Management with a tailored preparation year to provide a smooth transition for international and EU students who do not currently meet the requirements for direct entry onto the one-year programme.

The first year prepares you for the challenge of addressing the theories, concepts, and practice of the second year MA programme, and familiarises you with the requirements of UK higher education. In the second year, through a mix of lectures, seminars and guest lecturers, you will gain a real-world understanding of key management issues and the technical know-how to implement strategies on an organisational and corporate level. You'll develop theoretical and practical skills and engage with current debates on management issues. Topics covered include:

- finance and accounting
- marketing in an international environment
- strategic management

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- organisational behaviour
- change in volatile environments
- corporate social responsibility.

MSc Management with Integrated Pre-Masters is ideal if your prior education, and/or English language proficiency, does not enable you to apply for direct entry to the one-year MSc Management programme. The subject content and teaching methodology employed in Year 1 builds a skills set and provides a platform for successful participation in Year 2.

## **Aims of the programme**

The programme aims to:

- offer the opportunity to students who may not have any background or experience in business and management to gain subject-specific knowledge in areas such as markets, customers, finance, operations, communication, information technology and business policy and strategy;
- address the demand for a more generalist programme within the Masters portfolio within the school;
- deliver a range of modules which provide an understanding of the different areas in business and management;
- encourage a range of learning skills including independent learning;
- prepare students for employment by combining an academic curriculum with some CPD activities aimed at assisting students to strengthen their skills for employability.

## **What will you be expected to achieve?**

Students who successfully complete the programme will be able to:

- identify business and management as an area of theoretical and academic study as well as practise;
- identify the theoretical underpinnings of management and recognise its inter-disciplinary nature;
- use, compare and contrast relevant qualitative and quantitative research methods to examine a variety of management problems;
- gain personal skills for employability through the taught components as well as the non-assessed CPD activities.

### **Academic Content:**

|     |  |
|-----|--|
| A 1 | Engage with a range of subjects, theories, methods and approaches applicable to the management of people and organisations in an international context;                |
| A 2 | Use management theories and empirical data to critically inform decision-making and resource management;   |
| A 3 | Design and use analytical tools to analyse and interpret management problems, challenges and risks in a changing context;  |
| A 4 | Develop a critical understanding of the economic, social and political environment which affects the structure, processes, functioning and culture of an organisation. |

### **Disciplinary Skills - able to:**

|     |  |
|-----|--|
| B 1 | Develop an understanding of the theories, analytical approaches, methodologies and practices that underpin management in a global context; |
| B 2 | Develop an understanding of the interdisciplinary nature of business and management approaches to decision-making;                         |
| B 3 | Use, compare and integrate relevant research methods to examine various management problems;   |

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| B4 | Evaluate and synthesise relevant theories and empirical data and competently apply these to different business and management contexts; |
| B5 | Develop analytical skills in using data from different sources related to broad range of management problems;                           |

|             |   |
|-------------|---|
| Attributes: |   |
| C1          | Acquire knowledge, values and skills that are relevant to both academic and non-academic contexts including effective communication, originality in thinking, time management and negotiation skills; |
| C2          | Acquire a global and culturally-sensitive approach to the field of business and management.   |

### How will you learn?

For the 1st year Pre-Masters, teachers will use a range of teaching and learning techniques tailored to the learning outcomes of the different modules. These will include: lectures; student-led seminar discussions; teaching observation; peer / micro - teaching; student and teacher-led workshops; directed readings; practical tasks; materials development; library-based research and original research; presentations; group work; reflection through reflective learning logs, and knowledge transfer activities. Individual module outlines list further details of teaching and learning procedures.

For the 2nd year MSc programme, students will learn through lectures, seminars and workshops delivered by academic staff within SBM as well as by professionals with an expertise and experience in business and management. The lectures will enable students to interact with peers from other MSc programmes, while the seminars with smaller class sizes allow students to have more in-depth discussion and interaction with the academics delivering the programme. Through the QMPlus environment which is a virtual learning environment and other learning initiatives, students will be offered both real-time delivery and teaching material which can be accessed online. Training sessions will be provided in the induction week for students to familiarise themselves with the virtual environment and to also access e-resources. The delivery and assessment modes will vary. These will include collaborative learning as well as a mix of assessment modes including coursework, presentations, independent research, group projects and examinations. All students will be assigned an academic advisor who will be able to advise on academic problems.

### How will you be assessed?

For the 1st year Pre-Masters, teachers will use a range of assessment techniques to include: essays; formative assessment; reflective learning diaries; oral presentations; project work; and practical tasks such as materials development. Individual module proposal outlines list further details of assessment practices.

For the 2nd year MSc programme, the mode of assessment for the programme will differ across the modules but typically most modules will have two modes of assessment such as coursework and a final exam which the student will take at the end of each semester. Dissertation supervision continues throughout semester three and students will continue to work on their dissertations in this semester. All coursework will be assessed by a plagiarism-detection software, Turnitin. Students take examinations in Jan and May but coursework and other modes of assessment such as group projects are often set different deadlines. The instructions for the assessments are available to the students in the Module Outlines and through the virtual learning environment. The School has a plagiarism officer to advise and assist Module Organisers on plagiarism offence. Marking criteria for assessments are also provided by Module Organisers in the Module Outline.

### How is the programme structured?

Please specify the structure of the programme diets for all variants of the programme (e.g. full-time, part-time - if applicable). The description should be sufficiently detailed to fully define the structure of the diet.

The MSc Management with Integrated Pre-Masters (September start) is a full time 2-year September start programme. Students may not study this programme on a part-time basis.

Year 1 of the MSc Management with Integrated Pre-Masters is the level 6 Graduate Diploma in Humanities and Social Sciences.

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Students take the following 120 credits:

30 credit core module IFP6000 English Language and Study Skills

15 credit compulsory module IFP6011 Introduction to Research Methods for Humanities and Social Sciences

15 credit compulsory module IFP6012 Humanities and Social Sciences Independent Research Project

15 credit compulsory module IFP6009 Introduction to Business and Management

15 credit compulsory module IFP6010 Contemporary Issues Business and Management

30 credits elective modules: UP TO 30 CREDITS CAN BE AT LEVEL 5 OR BELOW. STUDENTS CANNOT TAKE MODULES FROM OTHER PROGRAMMES AND CAN ONLY TAKE ELECTIVES FROM THE MODULES LISTED ON P. 5 AND 6.

Year 1 credits do not contribute to the final award, however students must satisfy the following progression hurdle in order to progress onto Year 2 of the programme:

- 60% in the core module: English Language and Study Skills;
- 55% in the Humanities and Social Sciences Independent Research Project;
- 60% in Contemporary Issues Business and Management;
- 50% in the semester 2 optional module

Students who fail to qualify for progression to Year 2 of the programme, but who meet the requirements for the alternative exit qualification of either Graduate Diploma or Graduate Certificate in Humanities and Social Sciences shall be awarded that qualification.

**Eligibility for award**

To be eligible for the award of Graduate Diploma or Graduate Certificate, a student must:

- i. meet the requirements for the approved programme for which they are registered;
- ii. meet the requirements for the duration of registration;
- iii. take the required total credit value for the award (see below);
- iv. meet the minimum credit value at the level of the award (see below);
- v. not exceed the maximum credit value at the lowest level of the award (see below);
- vi. achieve a minimum College Mark of 40.0.

**Academic credit requirements for award: Graduate Diploma**

To be eligible for the award of Graduate Diploma, a student must:

- i. take modules to a total value of 120 credits during one developmental year;
- ii. take modules to a minimum value of 90 credits at Level 6;
- iii. take modules to a maximum value of 30 credits at LEVEL 5 OR BELOW;
- iv. pass modules to the value of 105 credits.

**Academic credit requirements for award: Graduate Certificate:**

To be eligible for the award of Graduate Certificate, a student must:

- i. take modules to a total value of 60 credits in one developmental year;
- ii. take modules to the value of 60 credits at level 6;
- iii. pass modules to the value of 60 credits at level 6;

**Classification of exit awards**

A student shall be classified for the exit award when the requirements are met and when the student has not met the requirements to progress to the second year of the MSc Management with Integrated Pre-Masters programme. The classification of exit award shall be based upon the Classification Mark.

The Classification Mark provides a weighted average of all modules taken by a student. The College Mark shall always be calculated as though the required value of academic credit was taken.

The Classification Mark shall be calculated to one decimal place, and presented to the SEB and DEB in that form.

The classification of the Graduate Diploma and the Graduate Certificate shall be made according to the following scale:

**Classification Mark**

70.0 – 100.0 Distinction

60.0 – 69.9 Merit

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The final award of the Master of Science Management is based exclusively on the 180 credits of Year 2 of the programme. This is the same structure as the standard MSc Management programme at SBM. Each module has an outline description highlighting the aims, expected learning outcomes, assessment methods, syllabus and reading and teaching materials. This information is available on-line on the Postgraduate web-pages of the respective Schools.

Students typically have 3 contact hours per week in each module. Within these three hours, each module has its own pattern of lectures, seminars/classes and other activities. Lectures emphasise dissemination of information, explaining the key ideas and determining the sequence and pace of learning. Seminars/classes will contribute to a more active learning experience by facilitating student interaction through discussions, exercises, problem sets, case studies and presentations (as appropriate).

BUSM069, Organisational Behaviour, 15 credit, semester 1, compulsory, level 7  
BUSM086, Strategic Management, 15 credit, semester 1, compulsory, level 7  
BUSM107, Financial Analysis and Management Accounting 15 credit, semester 1, compulsory, level 7  
BUSM137, Introduction to Marketing Management 15 credit, semester 1, compulsory, level 7  
BUSM117, Risk and Crisis Management, 15 credit, semester 2, compulsory, level 7  
BUSM134, Entrepreneurship, 15 credits, semester 2, compulsory, level 7  
BUSM145, Research Methods for Management, 15 credit, semester 2, elective, level 7  
BUSM132, Complex Networks and Innovation, 15 credit, semester 2, compulsory, level 7  
BUSM149, Leadership in the Social and Public Sectors, 15 credit, semester 2, elective, level 7  
BUSM175, Corporate Social Responsibility and Business Ethics, 15 credit, semester 2, elective, level 7  
BUSM179, Selected Issues in commercial and company Law, 15 credit, semester 2, elective, level 7  
BUSM100, Dissertation for Management, 60 credit, semester 2, core, level 7

**Academic Year of Study**     FT - Year 1

| Module Title  | Module Code | Credits | Level | Module Selection Status | Academic Year of Study | Semester        |
|---|-------------|---------|-------|-------------------------|------------------------|-----------------|
| English Language and Study Skills                                   | IFP6000     | 30      | 6     | Core                    | 1                      | Semesters 1 & 2 |
| Introduction to Research Methods for Humanities and Social Sciences | IFP6011     | 15      | 6     | Compulsory              | 1                      | Semester 1      |
| Humanities and Social Sciences Independent Research Project         | IFP6012     | 15      | 6     | Compulsory              | 1                      | Semester 2      |
| Description of Language   | EAL6207     | 15      | 6     | Elective                | 1                      | Semester 1      |
| International Politics 1: Ideas and Concepts                        | IFP6017     | 60      | 6     | Elective                | 1                      | Semester 1      |

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| Module Title  | Module Code | Credits | Level | Module Selection Status | Academic Year of Study | Semester        |
|---|-------------|---------|-------|-------------------------|------------------------|-----------------|
| International Politics 2: Applications and Analysis | IFP6018     | 15      | 6     | Elective                | 1                      | Semester 2      |
| Film Studies: Introduction to Hollywood Cinema      | IFP6003     | 15      | 6     | Elective                | 1                      | Semester 1      |
| Film Studies: Alternatives to Classical Hollywood   | IFP6004     | 15      | 6     | Elective                | 1                      | Semester 2      |
| Introduction to Business and Management             | IFP6009     | 15      | 6     | Compulsory              | 1                      | Semester 1      |
| Contemporary Issues in Business and Management      | IFP6010     | 15      | 6     | Compulsory              | 1                      | Semester 2      |
| French Language and Culture 1 (a)                   | IFP4011     | 15      | 4     | Elective                | 1                      | Semester 1 or 2 |
| French Language and Culture 1 (b)                   | LAN4012     | 15      | 4     | Elective                | 1                      | Semester 1 or 2 |
| Spanish Language and Culture 1 (a)                  | IFP4021     | 15      | 4     | Elective                | 1                      | Semester 1 or 2 |
| Spanish Language and Culture 1 (b)                  | LAN4022     | 15      | 4     | Elective                | 1                      | Semester 1 or 2 |
| Japanese Language and Culture 1 (a)                 | IFP4041     | 15      | 4     | Elective                | 1                      | Semester 1 or 2 |
| Japanese Language and Culture 1 (b)                 | IFP4042     | 15      | 4     | Elective                | 1                      | Semester 1 or 2 |
| German Language and Culture 1a                      | IFP4001     | 15      | 4     | Elective                | 1                      | Semester 1 or 2 |
| German Language and Culture 1b                      | LAN4002     | 15      | 4     | Elective                | 1                      | Semester 1 or 2 |
| Modern Arabic Language and Culture 1a               | IFP4051     | 15      | 4     | Elective                | 1                      | Semester 1 or 2 |
| Modern Arabic Language and Culture 1b               | LAN4052     | 15      | 4     | Elective                | 1                      | Semester 1 or 2 |
| Italian Language and Culture 1a                     | IFP4071     | 15      | 4     | Elective                | 1                      | Semester 1 or 2 |
| Italian Language and Culture 1b                     | LAN4072     | 15      | 4     | Elective                | 1                      | Semester 1 or 2 |

Academic Year of Study FT - Year 2

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| Module Title  | Module Code | Credits | Level | Module Selection Status | Academic Year of Study | Semester        |
|---|-------------|---------|-------|-------------------------|------------------------|-----------------|
| Organisational Behaviour                            | BUSM069     | 15      | 7     | Compulsory              | 2                      | Semester 1      |
| Strategic Management                                | BUSM086     | 15      | 7     | Compulsory              | 2                      | Semester 1      |
| Financial Analysis and Management Accounting        | BUSM107     | 15      | 7     | Compulsory              | 2                      | Semester 1      |
| Introduction to Marketing Management                | BUSM137     | 15      | 7     | Compulsory              | 2                      | Semester 1      |
| Risk and Crisis Management                          | BUSM117     | 15      | 7     | Compulsory              | 2                      | Semester 2      |
| Entrepreneurship                                    | BUSM134     | 15      | 7     | Compulsory              | 2                      | Semester 2      |
| Research Methods for Management                     | BUSM145     | 15      | 7     | Compulsory              | 2                      | Semester 2      |
| Complex Networks and Innovation                     | BUSM132     | 15      | 7     | Elective                | 2                      | Semester 2      |
| Leadership in the Social and Public Sectors         | BUSM149     | 15      | 7     | Elective                | 2                      | Semester 2      |
| Corporate Social Responsibility and Business Ethics | BUSM175     | 15      | 7     | Elective                | 2                      | Semester 2      |
| Selected Issues in commercial and company Law       | BUSM179     | 15      | 7     | Elective                | 2                      | Semester 2      |
| Dissertation for Management                         | BUSM100     | 60      | 7     | Core                    | 2                      | Semesters 2 & 3 |

### What are the entry requirements?

Published Entry Requirements:

"A full first degree in a relevant subject at the equivalent of at least a pass in a UK undergraduate degree. Awards with failed modules in the final year of academic study will be considered on a case by case basis at the discretion of the academic department;

OR a qualification in a relevant subject at the level of a UK HE Diploma (Level 5) with at least 55% overall or the overseas equivalent. Awards with failed modules in the final year of academic study will be considered on a case by case basis at the discretion of the academic department."

Evidence of English language proficiency:

IELTS overall 5.5, with a minimum of 5.5 in Writing, Reading, Speaking and Listening or equivalent.



## How will the quality of the programme be managed and enhanced? How do we listen to and act on your feedback?

The Staff-Student Liaison Committee provides a formal means of communication and discussion between Schools and its students. The committee consists of student representatives from each year in the school/institute together with appropriate representation from staff within the school/institute. It is designed to respond to the needs of students, as well as act as a forum for discussing programme and module developments. Staff-Student Liaison Committees meet regularly throughout the year.

Each school operates a Learning and Teaching Committee, or equivalent, which advises the School/Institute Director of Education on all matters relating to the delivery of taught programmes at school level including monitoring the application of relevant QMUL policies and reviewing all proposals for module and programme approval and amendment before submission to Taught Programmes Board. Student views are incorporated in this Committee's work in a number of ways, such as through student membership, or consideration of student surveys.

All schools operate an Annual Programme Review of their taught undergraduate and postgraduate provision. The process is normally organised at a School-level basis with the Head of School, or equivalent, responsible for the completion of the school's Annual Programme Reviews. Schools/institutes are required to produce a separate Annual Programme Review for undergraduate programmes and for postgraduate taught programmes using the relevant Postgraduate Annual Programme Review pro-forma. Students' views are considered in this process through analysis of the PTES and module evaluations.

## What academic support is available?

For Year 1 of study:

Each student has a personal tutor, who is their main English language and study skills teacher. Individual tutorials are scheduled for 30 minutes fortnightly, but students can request to see their tutor additionally outside this schedule if required. Students attend a compulsory one-week induction in Week 0 of Semester 1. During this, students are given help in enrolling and paying fees as well as attending sessions on programme details, academic options, health and safety and additional sessions offered by the Advice and Counselling Service.

For Year 2 of study:

In addition to the support for students provided by QMUL : Careers Service; Library Services, all MSc students are supported by their individual academic advisors.

## Programme-specific rules and facts

Students must enter the programme in September and may not enter in January.

Progression to Year 2 of study: Students need to pass the programme and to achieve

- 60% in the compulsory module: English Language and Study Skills ;
- 55% in the Humanities and Social Sciences Independent Research Project;
- 60% in Contemporary Issues Business and Management;
- 50% in the semester 2 optional module

## Specific support for disabled students

QMUL has a central Disability and Dyslexia Service (DDS) that offers support for all students with disabilities, specific learning difficulties and mental health issues. The DDS supports all Queen Mary students: full-time, part-time, undergraduate, postgraduate, UK and international at all campuses and all sites.

Students can access advice, guidance and support in the following areas:

- Finding out if you have a specific learning difficulty like dyslexia
- Applying for funding through the Disabled Students' Allowance (DSA)
- Arranging DSA assessments of need
- Special arrangements in examinations
- Accessing loaned equipment (e.g. digital recorders)
- Specialist one-to-one "study skills" tuition
- Ensuring access to course materials in alternative formats (e.g. Braille)



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- Providing educational support workers (e.g. note-takers, readers, library assistants)
- Mentoring support for students with mental health issues and conditions on the autistic spectrum.

### **Links with employers, placement opportunities and transferable skills**

- Links With Employers & Placement Opportunities = N/A; however, students may be offered the opportunity to join a summer internship as provided by an external internship provider.
- Transferable skills as outlined in "Learning Outcomes / Attributes", C1 - C6

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## **Programme Specification Approval**

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**Person completing Programme Specification:**

Jennefer Brown/Joanne J. Zhang/Jenny Murphy

**Person responsible for management of programme:**

Jennefer Brown/Patrizia Kokot-Blamey

**Date Programme Specification produced / amended by  
School / Institute Learning and Teaching Committee:**

January 2021

**Date Programme Specification approved by Taught  
Programmes Board:**