University of Bedfordshire

Course Information Form

This Course Information Form provides the definitive record of the designated course

Section A: General Course Information

Course Title	BA (Hons) Business Administration (Top up)
Final Award	BA (Hons)
Route Code	BABAZAAF
Intermediate Qualification(s)	
FHEQ Level	6
Location of Delivery	University Square Campus, Luton
Mode(s) and length of study	Full Time 1 Year
Standard intake points (months)	October, February and June
External Reference Points as applicable including Subject Benchmark	
Professional, Statutory or Regulatory Body (PSRB) accreditation or endorsement	
HECoS code(s)	10600
UCAS Course Code	NA

Course Aims	This course aims to provide you with state of the art analysis and business research skills and projects and operations management with options to develop your expertise in Finance or Marketing. The awareness of business and the knowledge base developed in this course will equip you for a broad range of careers in the world of business. You will develop your learning through collaboration with students and tutors in order to progress from a guided to an autonomous and independent learner who is capable of working with complex and unstructured problems in a variety of business administration contexts. Our emphasis is on practical application of theoretical knowledge to develop your ability to function in complex, multi-cultural and multi-professional global environments and in doing so be able to be analytical, as well as creative and to develop critical thinking skills that are expected of students in higher education. This programme supports entry and progression in management careers in industry, commerce or the public sector and provides access to masters and professional courses in specific areas such as Finance, HRM and marketing.

Course Learning Outcomes	Upon successful completion of your course you should meet the appropriate learning outcomes for your award shown in the table below	

	Outcome	Award
1	1. Demonstrate ability to reflect on an understanding of appropriate research methods sufficient to allow investigation and integrating into relevant business-related issues and to demonstration ability to interpret such material.	BA (Hons) Business Administration
2	2. Demonstrate a coherent and detailed knowledge of a number of functional areas of business including accounting, finance, marketing, management, planning & strategy in a global, inter-connected business context.	BA (Hons) Business Administration
3	3. Exhibit critical ability to evaluate the impact of internal and external factors on various organizational contexts including locally, nationally and across international boundaries combined.	BA (Hons) Business Administration
4	4. Demonstrate practical application of project management software within various contexts and domains.	BA (Hons) Business Administration
5	5. Analyse operational situations and devise approaches that may improve performance of the business aspects of an organisation.	BA (Hons) Business Administration
6	6. Demonstrate independent planning, initiative and enterprise to meet the demands of a bachelor s degree in Business Administration, while taking responsibility for personal learning.	BA (Hons) Business Administration
7	7. Critically review the interrelatedness of the functional disciplines and understand the way in which business decisions in one area affect other areas of the business	BA (Hons) Business Administration

Teaching, learning and assessment strategies	The BA Business Administration course is designed to appeal to students with a broad range of prior experience gained from completing Level 5 business-related courses. Thus, the teaching and learning strategies are designed to enable you to achieve level 6 general and course specific objectives expected of a graduate in Business. One of the key objectives for a final year student is to develop the study skills required for you to become an independent learner.

Admissions Criteria	https://www.beds.ac.uk/entryrequirements **Approved Variations and Additions to Standard Admission** This is a level 6 top-up programme designed for students coming directly in to the final year of a degree programme. Students will be expected to have completed an equivalent of 240 credits . As students can be a direct entry to this level any qualifications that deviate from norm are mapped against the first two years of the BA Business Management. Students may also progress to level-6 following successful completion of level-4 and level-5 BSc (Hons) Business Management programme. The entry requirements for BSc Business Management can be found in the corresponding Course Information Form for BSc Business Management. Students entering with advanced standing will be considered on an individual basis and will receive induction in the week before their tuition begins.
Assessment Regulations	https://www.beds.ac.uk/about-us/our-university/academic-information **Note: Be aware that our regulations change every year** **Approved Variations and Additions to Standard Assessment Regulations** N/A

Section B: Course Structure

The Units which make up the course are listed below. Each unit contributes to the achievement of the course learning outcomes either through teaching (T), general development of skills and knowledge (D) or in your assessments (A).

Unit	Unit Name	Level	Credits	Core or Option	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
AAF040-3	Business Finance	6	30	Option		T1 D2	T1 D2		T1 A2	T1									
BSS056-3	Management and Administration of Projects and operation	6	30	Core	T1	T1			D1				T1						
BSS064-3	New Advancements in Business	6	30	Core	T1 D1	T1 D2	T1 A2		T1	T1 D1	T1								
MAR034-3	Global Marketing Strategy	6	30	Option	T1 D2	A1 T1			A1 A2	D2									
SHR016-3	Strategic Management for Business	6	30	Core	D1 D2	T1 T2	T1		A1 A2	A1 A2	T1								

Section C: Assessment Plan

The course is assessed as follows :

BABAZAAF-

Unit Code	Level	Period	Core/Option	Ass 1 Type code	Ass 1 Submit wk	Ass 2 Type code	Ass 2 Submit wk	Ass 3 Type code	Ass 3 Submit wk	Ass 4 Type code	Ass 4 Submit wk
AAF040-3	6	SEM 1, SEM 2, SEM 3	Core	IT-PT	8	EX	13				
BSS056-3	6	SEM 1, SEM 2, SEM 3	Core	WR-I	6	EX	13				
BSS064-3	6	SEM 1, SEM 2, SEM 3	Core	PJ-DIS	13						
MAR034-3	6	SEM 1, SEM 2, SEM 3	Core	WR-I	7	CW-PO	12				

SHR016-3	6	SEM 1, SEM 2, SEM 3	Core	WR-I	6	EX	13				

Glossary of Terms for Assessment Type Codes