

Course Aims

structured with a clear focus on developing your employability by building a foundation on the core principles of business knowledge and operations. You will apply established techniques such as problem-solving, critically thinking and analysis to solve real world problems. The knowledge you build to examine and challenge Finance and Audit concepts and data and interaction with industry professionals allows you to progress seamlessly with practice-oriented and transferable skills to become employment ready in the Finance and Audit profession.

Whether you plan to work for an organisation in the UK or abroad, BA (Hons) Business Administration (Finance and Audit) programme at the University of Bedfordshire Business School (UBBS) is designed to equip you with the skills you need to succeed in diverse global environments. The course offers you a global perspective of business and an education to perform in multi-cultural business environments across different organisations and industry sectors.

academic theory and real-world business practice in order to increase your skills and capabilities to work in various industry.

Educational Aims

The BA (Hons) Business Administration (Finance and Audit) aims to enable you to develop the necessary skills for, and using an awareness of opportunities for careers or further study in the event industry.

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.

Specifically, the course aims are to prepare you to:

Course Learning Outcomes

Creatively solve problems through research and apply the appropriate tools and techniques related to the management of the events.
 Develop a global perspective of Finance and Audit, its applications and on the impact, events have on society, policy and the environment. You will also develop high level of communication skills in multi-cultural and multi-professional contexts. Work effectively in teams and project groups using appropriate professional standards of conduct and behaviour. You will also create and sustain Finance and Audit learning communities.
 Develop abilities to introduce innovation in the management of events with a rigorous approach to practice, informed by relevant theory and learning.

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

| | Outcome | Award |
|---|---|--|
| 1 | Demonstrate a coherent and detailed knowledge of a number of functional areas of business including finance, management, planning & strategy in a global, inter-connected business context. | BA (Hons) in Business Administration (Finance and Audit) |
| 2 | Demonstrate ability to reflect on an understanding of appropriate research methods sufficient to allow investigation and integrating into relevant and latest Business Administration and Finance and Audit topics and to demonstration ability to interpret such material. | BA (Hons) in Business Administration (Finance and Audit) |
| 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) in Business Administration (Finance and Audit) |
| 4 | 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) in Business Administration (Finance and Audit) |
| 5 | Demonstrate a conceptual understanding of current and alternative theories and practices in audit and finance and apply these appropriately in solving complex problems in an unpredictable business and socio-economic environment | BA (Hons) in Business Administration (Finance and Audit) |
| 6 | Analyse operational situations and devise approaches that may improve performance of the business aspects of an organisation. | BA (Hons) in Business Administration (Finance and Audit) |

Learning and Teaching

The BA Business Administration (Finance and Audit) is designed to appeal to students with a broad range of prior experience

enable you to achieve level 6

One of the key objectives for a final year student is to develop the study skills required for you to become an independent learner. Your teaching team will be composed of a mixture of academics who have relevant academic knowledge and who use their research to inform their teaching as well as having relevant industrial experience which enables them to inject an awareness of practice.

Assessment

The underpinning philosophy of all assessments is to develop both your knowledge and skills to enter employment as a directed lifelong learner. Apart from the formal assessments there will be an emphasis on self, peer and group assessment. Tutors will provide feedback on formative assessments to support your development of good academic practice.

All assessments are rooted in authentic and practical scenarios are designed to ensure that no credit can be awarded for work that cannot be confirmed to be that of the student submitting. To facilitate learning for all students a range of assessment methods are used throughout the course, including:

assess case studies or group work.

At level 6 you are treated as an independent learner, and both the dissertation unit (New Advances in Business) and the Strategic Management unit provide opportunities for you to draw together your business knowledge in an individual and more independent manner. In all units you will find assessment support in terms of careful briefing, and the completion of formative stages with detailed feedback designed not only to benchmark your performance but also to give you insights into how you can improve your

Teaching, learning and assessment strategies

Employability:

We value real-world experience to prepare you for life beyond university, which is why we have introduced a practice-based curriculum. You will focus on employability throughout your studies, starting with working on real life case studies in your first few weeks. The practice-based part of the curriculum continues throughout your studies with guest lecturers, optional weekly discussion groups and case studies in seminars to help you develop your knowledge and understanding of a wide range of industry sectors. The approach adopted in this course helps you to develop and enhance your transferable skills as well as interpersonal skills and in turn enhance your employability. This means that whilst you are gaining academic knowledge in

The Strategic Management for Business (SHR016-3) unit which is delivered in semester 1, will give you significant analytical techniques which you will be able to use to evaluate a wide variety of businesses and situations. The dissertation element will develop your personal skills of organisation, analysis, academic report writing and presentation which will be invaluable in any chosen career path. You will also develop a wide range of communication skills, both as an individual and as a group. The course also looks to develop soft skills such as communication skills, organisational skills, and self-management which are very essential in any business/organisational role.

The personal development and employability is covered within the Strategic Management unit (SHR016-3), delivered in semester 1 and New Advancements in Business (BSS064-3), which is delivered in the last semester. Such delivery mechanism, enables students to research and identify career choices and critically reflect on their own skills to establish any gaps. There will then be opportunity to develop skills to bridge any gaps throughout the course and other structured activities such as interview practice in conjunction with the careers and employability service. This is followed by development of a critical and reflective skills audit which will be produced in semester 2 as part of the New Advancements in Business unit. Students are encouraged to use the various Career Management on-line tools available for self-assessment and identification of career opportunities and to work with the University Careers Advisors throughout their studies.

In Level 6 you are encouraged to take greater responsibility for your career management, with the support of the Careers Service, which offers one-to-one career coaching. The Careers and Employability Service offer information, advice and guidance to students and graduates on a range of topics including:

- Further study and training
- Exploring career and employment options
- Finding work and placements
- Applications for jobs or postgraduate study
- Preparing for interviews and assessment centre

For additional details and to meet the team: www.beds.ac.uk/careers/about

The University's comprehensive student support service includes:

- Student Information Desk, a one-stop shop for any initial enquiries;
- Student Support team advising and supporting those with physical or learning needs or more general student well being;
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Learning support

academic skills. The University has a specialist support area- Professional Academic Development (PAD) who can help and support you in a range of areas including:

- The quality of your written assignments
- Your understanding of mathematical or statistical concepts
- Your organisational skills and how you approach studying
- Your time management skills

Admissions Criteria

procedures.

s of RPCL

English Language: IELTS 6.0 with minimum 5.5 in each element or equivalent. International applications will be assessed using UKBA and University of Bedfordshire policy, check English language requirements at: <https://www.beds.ac.uk/entryrequirements>

UK

EU

Additional:

The University recognises that many prospective students particularly mature applicants, applying for courses have a vast range of expertise, skills and knowledge. RPEL (Recognition of Prior Experiential Learning) and RPCL (Recognition of prior Certificated Learning) are processes that enable you to receive formal recognition for skills and knowledge you already possess that have not been previously assessed or awarded credit.

RPCL and RPEL are both available for UK and EU students. Applicants with substantial work experience in the chosen subject specialism topic will be considered through RPEL process. Candidates will be eligible to join the program if they can demonstrate substantial non-certificated, work-based or experiential learning prior to admission to this programme as a practitioner in a field that is broadly related Business Administration with evidence of specialism in the chosen pathway as per the standard entry

<https://www.beds.ac.uk/about-us/our-university/academic-information>

**Assessment
Regulations**

Note: Be aware that our regulations change every year

Approved Variations and Additions to Standard Assessment Regulations

N/A

Section C: Assessment Plan

The course is assessed as follows :

BABFAAAF- BA (Hons) in Business Administration (Finance and Audit) (Honours Stage)

| 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 |
|-----------|-------|--------------|-------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|
| AAF004-3 | 6 | SEM 1, SEM 2 | Core | EX-PT | 8 | EX | 13 | | | | |
| SHR016-3 | 6 | SEM 1, SEM 2 | Core | WR-I | 6 | EX-CS | 15 | | | | |
| AAF040-3 | 6 | SEM 2, SEM 3 | Core | IT-PT | 6 | EX-CB | 15 | | | | |
| BSS064-3 | 6 | SEM 2, SEM 3 | Core | PJ-DIS | 11 | | | | | | |

Glossary of Terms for Assessment Type Codes

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|--------|--|
| EX | Exam (Invigilated) |
| EX-CB | Computer-based Invigilated Examination |
| EX-CS | Case Study Invigilated Examination |
| IT-PT | Summative in-class test or phase test |
| PJ-DIS | Coursework - Dissertation Report |

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| WR-I | Coursework - Individual Report |
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| Administrative Information | |
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| | |
| School | Department of Strategy and Management |
| Head of School/Department | Dr Alexander Kofinas |
| Course Coordinator | Jasmine Hajreza-Tehrani |