



## Programme Specification (Postgraduate)

FOR ENTRY YEAR: 2023/24

Date created: 21/05/2021

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Version no. 2

### 1. Programme title(s) and code(s)

MSc in Human Resource Management and Training

Postgraduate Diploma in Human Resource Management and Training

Postgraduate Certificate in Human Resource Management and Training\*

[List all available intended and exit awards – i.e. as they would appear on the official award certificate]

#### Notes

\* An award marked with an asterisk is only available as an exit award and is not available for students to register onto.

#### [HECOS Code](#)

HECOS Code	%
100085	100%

### 1. Awarding body or institution

University of Leicester

### 2. a) Mode of study

Part-time

### b) Type of study

Distance learning

### 3. Registration periods

The normal period of registration for the MSc in Human Resource Management and Training is 2.5 years (30 months).

The accelerated route period of registration for the MSc Human Resource Management and Training is 2 years (24 months).

The maximum period of registration for the MSc in Human Resource Management and Training is 4 years (48 months).

The normal period of registration for the Postgraduate Diploma in Human Resource Management and Training is 2 years (24 months).

The standard maximum period of registration for the Postgraduate Diploma in Human Resource Management and Training is 3 years (36 months).

## **Typical entry requirements**

To be registered for a taught postgraduate programme, a candidate shall hold a degree with first or second class honours in a relevant field, or a higher degree of a University of the United Kingdom or of the Council for National Academic Awards, or an approved professional qualification, coupled with three or more years suitable professional experience.

## **4. Accreditation of Prior Learning**

n/a

## **5. Programme aims**

The programme aims to meet the learning and professional development needs of students seeking to pursue careers in human resource management and/or training. Students will acquire the latest academic and professional knowledge in the areas of employee development, workplace learning, human resource management, organisational performance, change management and work-related technology. Specifically, the aims of the course are as follows:

### **For the PGCert:**

1. To ensure that students can analyse and evaluate theories of human resource management within a variety of contexts, drawing on critical and sustainable approaches.
2. To ensure that students can analyse and critique theories of workplace learning and the ways in which they can be applied equitably and inclusively to employee development in a variety of contexts.

### **For the PGDip (in addition to the above):**

3. To ensure that students can analyse and critique a variety of theories, concepts and approaches relating to the management of performance, change management and the use of technology in work contexts.
4. To provide students with opportunities to develop a variety of transferable skills relevant to the needs of a range of employers including written and oral communication skills, critical analysis, appraisal of evidence, developing business cases, and problem-solving.

### **For the MSc (in addition to the above):**

5. To equip students with the necessary skills to undertake independent research work in the broad area of human resource management and training, as evidenced in the successful production of a research proposal and dissertation.

## **6. Reference points used to inform the programme specification**

- QAA Benchmarking Statement
- Framework for Higher Education Qualifications (FHEQ)
- UK Quality Code for Higher Education
- [University Learning Strategy](#)
- [University Assessment Strategy](#)
- [University Transferable Skills Framework](#)
- External Examiners' reports (annual)
- United Nations Education for Sustainable Development Goals

## 7. Programme Outcomes

Unless otherwise stated, programme outcomes apply to all awards specified in 1. Programme title(s).

### a) Discipline specific knowledge and competencies

#### i) Knowledge

Intended Learning Outcomes	Teaching and Learning Methods	How Demonstrated?
<p><b>Certificate</b></p> <p>Graduates should possess a sound knowledge of the evidence base and theoretical perspectives underpinning contemporary research on i) human resource management (HRM); and ii) workplace learning, adult learning and its application to employee development.</p>	<p>Online materials, synchronous seminars, asynchronous discussions, case study activities, directed reading, self-directed private-study, assignment feedback: formative and summative.</p>	<p>Essay assignments, online examinations.</p>
<p><b>Diploma</b></p> <p>In addition to the above, graduates should possess a sound knowledge of the theories and evidence bases underpinning contemporary approaches to implementing improvements in organisational performance, change management and the application of technology in the workplace.</p>	<p>As above.</p>	<p>Individual report, essay assignment, case study assignment.</p>
<p><b>Masters</b></p> <p>In addition to the above students should possess advanced knowledge of the quantitative and qualitative methods and methodologies used to research human resource management and training</p>	<p>Online materials, synchronous seminars, directed reading, self-directed private study, feedback on the dissertation proposal (formative and summative), 1-to-1 dissertation supervision, independent research.</p>	<p>In addition to the above, the Dissertation proposal; Dissertation.</p>

ii) Concepts

Intended Learning Outcomes	Teaching and Learning Methods	How Demonstrated?
<p><b>Certificate</b></p> <p>Graduates should be able to explain and critique core HRM concepts such as: strategic HRM; sustainable practice in management, work and employment; equality, diversity and inclusion; employee well-being; and workplace planning. Graduates should also be able to explain and evaluate core Training concepts such as: the learning organisation; learning as participation; workplace learning; equality and diversity in learning; and formal and informal learning.</p>	<p>Online materials, synchronous seminars, case study activities, directed reading, self-directed private-study, assignment feedback: formative and summative.</p>	<p>Essay assignments, online examinations.</p>
<p><b>Diploma</b></p> <p>In addition to the above, graduates should be able to explain and evaluate core concepts in the field of Organisational Performance (for example high performance work practices; return on investment); and concepts in the field of change management and technology (e.g. change psychology, change readiness and remote working).</p>	<p>As above.</p>	<p>Individual report, essay assignment, case study assignment.</p>

Intended Learning Outcomes	Teaching and Learning Methods	How Demonstrated?
<p><b>Masters</b></p> <p>In addition to both of the above graduates should be able to explain and critique core concepts used in quantitative and qualitative methods and methodologies in the social sciences. This includes differentiating between positivism, post-positivism and interpretivism; discussing the differences between probability and non-probability sampling; discussing the differences between various statistical tests, demonstrating in-depth knowledge of grounded theory and saturation point analysis.</p>	<p>Online materials, synchronous seminars, directed reading, self-directed private study, feedback on the dissertation proposal (formative and summative), 1-to-1 dissertation supervision, independent research.</p>	<p>In addition to the above, the Dissertation proposal; Dissertation.</p>

iii) Techniques

Intended Learning Outcomes	Teaching and Learning Methods	How Demonstrated?
<p><b>Certificate and Diploma</b></p> <p>Be able to demonstrate knowledge of key theories and concepts; be able to select relevant material from academic readings and demonstrate familiarity with the conventions of academic writing and associated bibliographic techniques.</p>	<p>Assignment feedback: formative and summative; directed reading, self-directed private-study, seminars.</p>	<p>Academic Practice portfolio assignment (formative), Essay assignments, online examinations, Individual report, case study assignment.</p>

Intended Learning Outcomes	Teaching and Learning Methods	How Demonstrated?
<p><b>Masters</b></p> <p>In addition to the above, graduates should be able to demonstrate mastery of a range of methodological tools used to investigate topics in human resource management and training (including, interviews, questionnaires, focus groups, documentary analysis, case studies. Graduates should be able to differentiate the conditions when either qualitative or quantitative data analysis should be used and/or be able to identify the conditions under which it is appropriate to combine different techniques.</p>	<p>In addition to the above: dissertation supervision process (1-to-1), independent research, lectures and seminars designed to support the preparation of the research proposal.</p>	<p>In addition to the above, the Dissertation Proposal and the Dissertation.</p>

iv) Critical analysis

Intended Learning Outcomes	Teaching and Learning Methods	How Demonstrated?
<p><b>Certificate and Diploma</b></p> <p>Analyse and critique a broad range of HRM and Training concepts.</p>	<p>Online materials, synchronous seminars, assignment feedback: formative and summative; directed reading, self-directed private-study, seminars.</p>	<p>Academic Practice portfolio assignment (formative), Essay assignments, online examinations, Individual report, case study assignment.</p>
<p><b>Masters</b></p> <p>Analyse and critique a broad range of HRM and Training concepts and social science research techniques.</p>	<p>In addition to the above: the dissertation supervision process (1-to-1), independent research.</p>	<p>In addition to the above, the Dissertation Proposal and the Dissertation.</p>

v) Presentation

Intended Learning Outcomes	Teaching and Learning Methods	How Demonstrated?
<p><b>Certificate and Diploma</b></p> <p>To differentiate between relevant and non-relevant material; to write up and deliver written work to a professional standard.</p>	<p>Assignment feedback: formative and summative; directed reading, self-directed private-study, online materials, synchronous seminars.</p>	<p>Academic Practice portfolio assignment (formative), Essay assignments, online examinations, Individual report, case study assignment.</p>

Intended Learning Outcomes	Teaching and Learning Methods	How Demonstrated?
<b>Masters</b> In addition to the above, to arrange research material in a manner appropriate to the medium that is to be assessed (i.e. research proposal or dissertation)	In addition to the above: the dissertation supervision process (1-to-1), independent research.	In addition to the above, the Dissertation Proposal and the Dissertation.

vi) Appraisal of evidence

Intended Learning Outcomes	Teaching and Learning Methods	How Demonstrated?
<b>Certificate and Diploma</b> To assess the relevance and quality of a range of primary sources and secondary literature. To analyse a variety of complex HRM and Training issues	Online materials, synchronous seminars: formative and summative; directed reading, self-directed private-study.	Academic Practice portfolio assignment (formative), Essay assignments, online examinations, Individual report, case study assignment.
<b>Masters</b> In addition to the above, demonstrate an independent level of inquiry at an advanced level	In addition to the above: the dissertation supervision process (1-to-1), independent research.	In addition to the above, the dissertation.

b) Transferable skills

i) Research skills

Intended Learning Outcomes	Teaching and Learning Methods	How Demonstrated?
<b>Certificate and Diploma</b> To locate, select and organise relevant evidence for assessments; to construct logical, focused and clearly written essays.	Online materials, synchronous seminars, assignment feedback: formative and summative; directed reading, self-directed private-study.	Academic Practice portfolio assignment (formative), Essay assignments, online examinations, Individual report, case study assignment.

Intended Learning Outcomes	Teaching and Learning Methods	How Demonstrated?
<p><b>Masters</b></p> <p>In addition to the above, to construct research projects based on focused research questions, conduct significant background research and literature surveys, collect and analyse data which is relevant to research questions, report on findings, critiquing the data from competing viewpoints, construct a critical argument at an advanced level</p>	<p>In addition to the above: the dissertation supervision process (1-to-1), independent research.</p>	<p>In addition to the above, the Dissertation Proposal and the Dissertation.</p>

ii) Communication skills

Intended Learning Outcomes	Teaching and Learning Methods	How Demonstrated?
<p><b>Certificate and Diploma</b></p> <p>Critically discuss relevant information in an essay format in response to written questions; write with clarity and precision; prepare short oral presentations in small groups and respond to questioning.</p>	<p>Online materials, synchronous seminars, assignment feedback: formative and summative; directed reading, self-directed private-study.</p>	<p>Written skills to be assessed using the Academic Practice portfolio assignment, essay assignments, case study assignment, individual report, and online examinations. Oral skills to be assessed using formative assessment based on informal qualitative feedback on content and performance from teacher and peers in small group seminars.</p>
<p><b>Masters</b></p> <p>In addition to the above, construct a dissertation that is logically structured and written with clarity and precision.</p>	<p>In addition to the above: the dissertation supervision process (1-to-1), independent research.</p>	<p>In addition to the above, the dissertation.</p>



iii) Data presentation

Intended Learning Outcomes	Teaching and Learning Methods	How Demonstrated?
<p><b>Certificate and Diploma</b></p> <p>To synthesise secondary research data into coherent and sustained written arguments.</p>	<p>Online materials, assignment feedback: formative and summative; directed reading, self-directed private-study.</p>	<p>Academic Practice portfolio assignment (formative), Essay assignments, online examinations, Individual report, case study assignment.</p>
<p><b>Masters</b></p> <p>To arrange primary research data into narrative, graphical and statistical summaries where relevant.</p>	<p>In addition to the above: the dissertation supervision process (1-to-1), independent research.</p>	<p>In addition to the above, the dissertation.</p>

iv) Information technology

Intended Learning Outcomes	Teaching and Learning Methods	How Demonstrated?
<p><b>Certificate and Diploma</b></p> <p>To retrieve and present information using appropriate information technology, for example bibliographic software, and subject specific databases.</p>	<p>Online materials in the induction module (Academic Practice) from the Programme Leader and Library Personnel; Online resources produced by the Library and the Academic Skills Centre.</p>	<p>Academic Practice portfolio assignment (formative), Essay assignments, online examinations, Individual report, case study assignment.</p>
<p><b>Masters</b></p> <p>In addition to the above, to operate, if necessary, data analysis software that is relevant to their dissertation (e.g. SPSS or NVivo).</p>	<p>In addition to the above: the dissertation supervision process (1-to-1), independent research.</p>	<p>In addition to the above, the dissertation.</p>

v) Problem solving

Intended Learning Outcomes	Teaching and Learning Methods	How Demonstrated?
<p><b>Certificate, Diploma</b></p> <p>To analyse, construct and advocate solutions to problems.</p>	<p>Online materials, synchronous seminars, assignment feedback: formative and summative; directed reading, self-directed private-study.</p>	<p>Individual report, case study assignment.</p>

Intended Learning Outcomes	Teaching and Learning Methods	How Demonstrated?
<b>Masters</b> To analyse, construct and advocate solutions to problems in relation to a specific HR / Training issue.	In addition to the above: the dissertation supervision process (1-to-1), independent research.	In addition to the above, the Dissertation proposal and the Dissertation.

vi) Working relationships

Intended Learning Outcomes	Teaching and Learning Methods	How Demonstrated?
<b>Certificate and Diploma</b> To work collaboratively as part of a team; to contribute and comment on ideas in learning groups.	Participation in seminar activities such as the preparation of short presentations which may be prepared in small groups; commenting on the presentations of others.	Formative assessment based on informal qualitative feedback on content and performance from teacher and peers in seminars and groups; Individual report based on a group activity.
To predict how and when to draw on the knowledge and expertise of others	In addition to the above: the establishment of a working relationship with the dissertation supervisor (or the resolution of any problems through consultation with the Personal Tutor and the Programme Leader).	In addition to the above, the dissertation.

vii) Managing learning

Intended Learning Outcomes	Teaching and Learning Methods	How Demonstrated?
<b>Certificate and Diploma</b> To classify an extensive literature and demonstrate familiarity with subject-relevant debates and concepts. To timetable self-directed study to ensure the completion of assessment tasks and manage the related study work-load.	Online materials in the induction module (Academic Practice); synchronous seminars; self-directed private-study; self-reflection on assignment feedback; formative and summative.	Academic Practice portfolio assignment (formative), Essay assignments, online examinations, Individual report, case study assignment.
<b>Masters</b> In addition to the above: construct a credible research project; construct a feasible research timetable; carry out independent research.	In addition to the above: the dissertation supervision process (1-to-1), independent research.	In addition to the above, the Dissertation proposal and the Dissertation.

viii) Career management

Intended Learning Outcomes	Teaching and Learning Methods	How Demonstrated?
<p><b>Certificate and Diploma</b></p> <p>To analyse personal progress and development; to reflect on strengths, interests, motivation and skills; to recognize achievements; to reflect on international relevance of the of the modules for future employment.</p>	<p>Personal tutor system, self-reflection on assignment feedback, online materials in the induction module by careers service professionals.</p>	<p>Formative assessment based on informal qualitative feedback from personal tutor, formative assessment from careers service professionals.</p>
<p><b>Masters</b></p> <p>In addition to the above: if appropriate, to research an area which may be relevant to the student's career preferences</p>	<p>In addition to the above: the dissertation supervision process (1-to-1), independent research.</p>	<p>In addition to the above, the Dissertation proposal and the Dissertation.</p>

### 8. Special features

The programme meets CIPD accreditation requirements. This means that students who have successfully completed this Masters programme will be able to apply for Associate Member status of the CIPD. For CIPD accreditation, students must pass all assessed elements of the MSc HRM&T programme with at least 50%. Compensation is not allowed by CIPD. Where students do not meet this requirement CIPD accreditation will not be obtained.

The MSc HRM&T programme is offered via the standard route (30 months) and the accelerated route (24 months). For the latter, modules 2 and 3 are studied contemporaneously.

### 9. Indicators of programme quality

The programme is accredited by the CIPD and subject to university regulations on external examination. Student evaluations and feedback via LUMES, and staff-student committees.

### 10. Criteria for award and classification

This programme follows the standard scheme of taught postgraduate award and classification set out in [Senate Regulations](#) – see the version of *Senate Regulation 6 governing taught postgraduate programmes of study* relevant to year of entry.

### 11. Progression points

As defined in [Senate Regulations](#) - refer to the version of *Senate Regulation 6 governing taught postgraduate programmes of study* relevant to year of entry.

In cases where a student has failed to meet a requirement to progress he or she will be required to withdraw from the course and a recommendation will be made to the Board of Examiners for an intermediate/exit award where appropriate.

**12. Rules relating to re-sits or re-submissions**

As defined in [Senate Regulations](#) - refer to the version of *Senate Regulation 6 governing taught postgraduate programmes of study* relevant to year of entry.

**13. External Examiners reports**

The details of the External Examiner(s) for this programme and the most recent External Examiners' reports for this programme can be found at [exampapers@Leicester](mailto:exampapers@Leicester) [log-in required]

**14. Additional features** (e.g. timetable for admissions)

n/a

## Appendix 1: Programme structure (programme regulations)

The University regularly reviews its programmes and modules to ensure that they reflect the current status of the discipline and offer the best learning experience to students. On occasion, it may be necessary to alter particular aspects of a course or module.

### Postgraduate Diploma in Human Resource Management and Training

#### Credit breakdown

Status	Year long	Semester 1	Semester 2	Other delivery period
Core taught	n/a	n/a	n/a	120 credits
Optional	n/a	n/a	n/a	n/a
Dissertation/project	Choose an item.	Choose an item.	Choose an item.	n/a

120

#### Level 7

2023/24

#### Core modules

Delivery period	Code	Title	Credits
n/a	MN7646	Academic Practice	n/a
n/a	MN7647	Employee Development and Workplace Learning	30 credits
n/a	MN7648	Managing Human Resources in a Business Context	30 credits
n/a	MN7649	Implementing Improvements in Organisational Performance	30 credits
n/a	MN7650	Managing Change and Technology at Work	30 credits

#### Notes

The modules are taken in the following sequence:

1. Academic Practice MN7646
2. Employee Development and Workplace Learning MN7647
3. Managing Human Resources in a Business Context MN7648
4. Implementing Improvements in Organisational Performance MN7649
5. Managing Change and Technology at Work MN7650

### MSc Human Resource Management and Training

#### Credit breakdown

Status	Year long	Semester 1	Semester 2	Other delivery period
Core taught	n/a	n/a	n/a	120 credits
Optional	n/a	n/a	n/a	n/a
Dissertation/project	Choose an item.	Choose an item.	Choose an item.	60 credits

180

**Level 7****2023/24**

## Core modules

Delivery period	Code	Title	Credits
n/a	MN7646	Academic Practice	n/a
n/a	MN7647	Employee Development and Workplace Learning	30 credits
n/a	MN7648	Managing Human Resources in a Business Context	30 credits
n/a	MN7649	Implementing Improvements in Organisational Performance	30 credits
n/a	MN7650	Managing Change and Technology at Work	30 credits
n/a	MN7651	Research Methods and Dissertation	60 credits

**Notes**

The modules are taken in the following sequence:

1. Academic Practice MN7646
2. Employee Development and Workplace Learning MN7467
3. Managing Human Resources in a Business Context MN7648
4. Implementing Improvements in Organisational Performance MN7649
5. Managing Change and Technology at Work MN7650
6. Research Methods and Dissertation MN7651

NB. For the accelerated route, modules 2 and 3 are studied contemporaneously.

**Appendix 2: Programme schedule****Appendix 3: Module specifications**

See taught postgraduate [module specification database](#) (Note - modules are organized by year of delivery).

## MSc/PG Dip HRM&amp;T Programme Schedule

Module	October intake Mod start date	October intake Mod finish date	April intake Mod start date	April intake Mod finish date
MN7646	02.10.2023	31.03.2024	01.04.2024	30.09.2024
MN7647	02.10.2023	31.03.2024	01.04.2024	30.09.2024
MN7648	01.04.2024	30.09.2024	07.10.2024	31.03.2025
MN7649	07.10.2024	31.03.2025	07.04.2025	30.09.2025
MN7650	07.04.2025	30.09.2025	06.10.2025	31.03.2026
MSc only-MN7651	06.10.2025	31.03.2026	06.04.2025	30.09.2026