



## Programme Specification (Postgraduate)

FOR ENTRY YEAR: 2022/23

Date created: 16/11/2020

Last amended: 16/11/2020

Version no. 1

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

MSc/Postgraduate Diploma\*/Postgraduate Certificate\* in Human Resource Management and Training

#### 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%

### 2. Awarding body or institution

University of Leicester

### 3. a) Mode of study

Part-time

#### b) Type of study

Distance learning

### 4. Registration periods

The normal period of registration for the MSc in Human Resource Management and Training is 24 months

The maximum period of registration for the MSc in Human Resource Management and Training is 48 months

### 5. Typical entry requirements

Entrance is open to those who hold a first or second-class honours degree in a relevant field. For non-standard entry 3 years or more suitable professional experience is required plus a statement of 500-1000 words outlining reasons for application to study on the MSc HRMT.

When English is not the first language of the candidate, the successful applicant must have either IELTS 6.5 (7.0 in writing preferred), TOEFL (paper) 575 with TWE 4.0, 90 (IBT), or the University of Leicester English Language Test.

### 6. Accreditation of Prior Learning

APL can be claimed for one 30 credit module

## 7. Programme aims

The programme aims to meet the learning and professional development needs of human resource (HR) and training practitioners. Students will acquire the latest academic and professional knowledge in the areas of employee development, workplace learning and human resources. There is also an option at Module 3 to enhance this knowledge in the global or national comparative context, or to focus on organisational performance and skills.

A key aim of this course is to develop the ‘academically-informed’ practitioner-researcher. In particular, this Masters degree places human resource management and training within their national and international context; to study the ways in which employee and organisational development are closely related to human resource topics such as recruitment, performance appraisal, teamwork and motivation; to equip students with the professional knowledge and skills relevant to the management of human resources and training. As part of this, the course equips students with the necessary skills to undertake research work in the broad area of human resources.

## 8. 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 of Leicester Periodic Developmental Review Report
- External Examiners’ reports (annual)
- United Nations Education for Sustainable Development Goals
- Student Destinations Data

## 9. 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>            Graduates should possess a sound knowledge of the evidence base and theoretical perspectives underpinning contemporary research on i) human resource management (HRM) within the context of the employment relationship; and ii) workplace learning and its application to employee development.</p>	<p><b>Certificate</b>            Distance learning course materials.            Tutorials (face-to-face at teaching events, via telephone, via Skype)            Seminars (at teaching events)            Blackboard discussion boards            Independent research</p>	<p><b>Certificate</b>            Module assignments</p>

<b>Intended Learning Outcomes</b>	<b>Teaching and Learning Methods</b>	<b>How Demonstrated?</b>
<p><b>Diploma</b> In addition to the above, graduates should possess a sound knowledge of the theories and evidence bases underpinning contemporary approaches to either: implementing improvements in organisational performance OR one of the following areas: The changing nature of skills, production, performance and competitiveness, Comparing national systems of VET, The Global context of HRD and HRM.</p>	<p><b>Diploma</b> In addition to the above: Research Methods Module</p>	<p><b>Diploma</b> In addition to the above: Also including Research Methods module assignment.</p>
<p><b>Masters</b> 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><b>Masters</b> In addition to the above the dissertation supervision process.</p>	<p><b>Masters</b> In addition to the above: Dissertation</p>

ii) Concepts

<b>Intended Learning Outcomes</b>	<b>Teaching and Learning Methods</b>	<b>How Demonstrated?</b>
<p><b>Certificate</b> Graduates should possess a sound knowledge of the evidence base and theoretical perspectives underpinning contemporary research on i) human resource management (HRM) within the context of the employment relationship; and ii) workplace learning and its application to employee development.</p>	<p><b>Certificate</b> Distance learning course materials Tutorials (face-to-face at teaching events, via telephone, via Skype) Seminars (at teaching events) Blackboard discussion boards Independent research</p>	<p><b>Certificate</b> Module assignments</p>

Intended Learning Outcomes	Teaching and Learning Methods	How Demonstrated?
<p><b>Diploma</b>            In addition to the above, graduates should be able to explain and critique core concepts used in Research Methods (including quantitative and qualitative methods and methodologies, positivism, post-positivism and interpretivism; different forms of sampling; qualitative and quantitative analysis techniques), AND ONE of the following fields:            The Organisation of Work and Organisational Performance (such as high performance work practices, technical relations of production, competitive advantage); The Global Context of HRD and HRM (including how HRM is influenced by concepts such as globalization, national culture, national and international institutions); The Changing Nature of Skills, Production Performance and Competitiveness (including human and social capital theories, internal labour market theory and strategic HRM)</p>	<p><b>Diploma</b>            In addition to the above:            Research Methods Module</p>	<p><b>Diploma</b>            In addition to the above:            Also including Research Methods module assignment.</p>
<p><b>Masters</b>            In addition to both of the above graduates should be able to explain and critique the application of research methods concepts to a practical research project.</p>	<p><b>Masters</b>            In addition to the above:            The dissertation supervision process.</p>	<p><b>Masters</b>            In addition to the above:            The Dissertation.</p>

iii) Techniques

Intended Learning Outcomes	Teaching and Learning Methods	How Demonstrated?
<p><b>Certificate</b> Critique and analyse academic reading, research and writing methods, and explain which methods are most appropriate.</p>	<p><b>Certificate</b> Distance learning course materials First 4 weeks of course focuses on the Academic Writing Skills module, building study skills and academic writing. This includes how to undertake the reading/research and information handling necessary for academic writing Tutorials (face-to-face at teaching events, via telephone, via Skype) Seminars/workshops (at teaching events) such as the assignment writing and avoiding plagiarism workshop Blackboard discussion boards Online learning tools/resources via Blackboard (e.g. new online 'how to write your assignment' tool to launch in November 2010; critical writing skills tutorial; plagiarism tutorial)</p>	<p><b>Certificate</b> Academic Writing Skills Portfolio of exercises. Module assignments.</p>
<p><b>Diploma</b> As above.</p>	<p><b>Diploma</b> In addition to the above: Research Methods Module</p>	<p><b>Diploma</b> In addition to the above: Also including Research Methods module assignment.</p>
<p><b>Masters</b> 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><b>Masters</b> In addition to the above: Dissertation supervision process</p>	<p><b>Masters</b> In addition to the above: The Dissertation.</p>

iv) Critical analysis

<b>Intended Learning Outcomes</b>	<b>Teaching and Learning Methods</b>	<b>How Demonstrated?</b>
<p><b>Certificate and Diploma</b> Analyse and apply understanding of concepts and techniques with independence, rigour and self reflexivity and to draw appropriate conclusions</p>	<p><b>Certificate and Diploma</b> Regular review exercises built into course materials Assignment preparation &amp; feedback Tutorials (face-to-face at teaching events, via telephone, via Skype) Self-reflection on assignment submission (as a part of assignment cover sheet)</p>	<p><b>Certificate and Diploma</b> Academic Writing Skills Portfolio of exercises Module assignments</p>
<p><b>Masters</b> Analyse and apply understanding of concepts and techniques with independence, rigour and self reflexivity and to draw appropriate conclusions</p>	<p><b>Masters</b> In addition to the above: The dissertation process and independent research</p>	<p><b>Masters</b> In addition to the above: Dissertation</p>

v) Presentation

<b>Intended Learning Outcomes</b>	<b>Teaching and Learning Methods</b>	<b>How Demonstrated?</b>
<p><b>Certificate and Diploma</b> To differentiate between relevant and non-relevant material; to write up and deliver written work to a professional standard</p>	<p><b>Certificate and Diploma</b> Distance learning course materials Tutorials (face-to-face at teaching events, via telephone, via Skype) Seminars (at teaching events) Blackboard discussion boards</p>	<p><b>Certificate and Diploma</b> Academic Writing Skills Portfolio of exercises Module assignments</p>
<p><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)</p>	<p><b>Masters</b> In addition to the above: Dissertation supervision and independent research.</p>	<p><b>Masters</b> In addition to the above: Dissertation</p>

vi) Appraisal of evidence

<b>Intended Learning Outcomes</b>	<b>Teaching and Learning Methods</b>	<b>How Demonstrated?</b>
<p><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.</p>	<p><b>Certificate and Diploma</b> Distance learning course materials Regular review exercises built into course materials Tutorials (face-to-face at teaching events, via telephone, via Skype) Seminars (at teaching events) Blackboard discussion boards Experience of writing assignments - develop ability to build and put forward an argument based on analysis of evidence (e.g. academic debates, learning materials, practice knowledge)</p>	<p><b>Certificate and Diploma</b> Academic Writing Skills Portfolio of exercises. Module assignments</p>
<p><b>Masters</b> In addition to the above, demonstrate an independent level of inquiry at an advanced level</p>	<p><b>Masters</b> In addition to the above: Dissertation supervision process</p>	<p><b>Masters</b> In addition to the above: Dissertation</p>

**b) Transferable skills**

i) Research skills

Intended Learning Outcomes	Teaching and Learning Methods	How Demonstrated?
<p><b>Certificate</b> Locate, organise and marshal evidence, report on findings</p>	<p><b>Certificate</b> This is progressively developed through modes of assessed and formative work including: Distance learning course materials First 4 weeks of course focuses on the Academic Writing Skills module, building study skills and academic writing. Experience of writing the assignments and receiving summative and formative feedback Tutorials (face-to-face at teaching events, via telephone, via Skype) Seminars/workshops (at teaching events) such as the assignment writing and avoiding plagiarism workshop Blackboard discussion boards Online learning tools/resources via Blackboard (e.g. new online 'how to write your assignment' tool to launch in November 2010; critical writing skills tutorial; plagiarism tutorial)</p>	<p><b>Certificate</b> Academic Writing Skills Portfolio of exercises Module assignments</p>
<p><b>Diploma</b> In addition to the above: Analyse complex ideas and construct sophisticated critical arguments</p>	<p><b>Diploma</b> In addition to the above: Research Methods Module – incorporates research preparation, philosophy and techniques</p>	<p><b>Diploma</b> In addition to the above: Research methods assignment.</p>



Intended Learning Outcomes	Teaching and Learning Methods	How Demonstrated?
<p><b>Masters</b> 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><b>Masters</b> In addition to the above: Dissertation supervision process Experience of writing the dissertation</p>	<p><b>Masters</b> In addition to the above: Dissertation</p>

ii) Communication skills

Intended Learning Outcomes	Teaching and Learning Methods	How Demonstrated?
<p><b>Certificate</b> Discuss and present arguments showing ability to communicate ideas effectively, writing using the appropriate academic convention for the discipline</p>	<p><b>Certificate</b> Study of Academic Writing Skills module Experience of writing the assignments and receiving summative and formative feedback Tutorials (face-to-face at teaching events, via telephone, via Skype) Seminars/workshops (at teaching events) such as the assignment writing and avoiding plagiarism workshop Blackboard discussion boards Online learning tools/resources via Blackboard (e.g. new online 'how to write your assignment' tool to launch in November 2010; critical writing skills tutorial; plagiarism tutorial)</p>	<p><b>Certificate</b> Academic Writing Skills Portfolio of exercises Module assignments</p>

Intended Learning Outcomes	Teaching and Learning Methods	How Demonstrated?
<b>Diploma</b> Critically discuss and present arguments showing a sound level of analysis, to communicate ideas effectively, writing using the appropriate academic convention for the discipline	<b>Diploma</b> In addition to the above: Research Methods Module – includes discussion of presentation conventions and expectations	<b>Diploma</b> In addition to the above: Research methods assignment.
<b>Masters</b> In addition to the above, construct a dissertation that is logically structured and written with clarity and precision.	<b>Masters</b> In addition to the above: Dissertation supervision process Experience of writing the dissertation and receiving feedback	<b>Masters</b> In addition to the above: Dissertation

iii) Data presentation

Intended Learning Outcomes	Teaching and Learning Methods	How Demonstrated?
<b>Masters</b> Present research clearly and effectively using appropriate IT resources	<b>Masters</b> Research Methods Module Independent research Dissertation supervision process Tutorials (face-to-face at teaching events, via telephone, via Skype) Seminars/workshops (at teaching events) with several dissertation and research-focused workshops	<b>Masters</b> Dissertation

iv) Information technology

Intended Learning Outcomes	Teaching and Learning Methods	How Demonstrated?
<b>Certificate and Diploma</b> Present assignments in line with course regulations using appropriate IT resources	<b>Certificate and Diploma</b> Ability to present assignments and dissertation in line with course regulations using appropriate IT resources	<b>Certificate and Diploma</b> Module assignments
<b>Masters</b> As above: Present assignments in line with course regulations using appropriate IT resources.	<b>Masters</b> In addition to the above: Dissertation supervision process Experience of writing the dissertation and receiving feedback	<b>Masters</b> In addition to the above: Data preparation in dissertation Dissertation write up

v) Problem solving

<b>Intended Learning Outcomes</b>	<b>Teaching and Learning Methods</b>	<b>How Demonstrated?</b>
<b>Certificate and Diploma</b> Critique and assess concepts to theory and practice and draw appropriate conclusions	<b>Certificate and Diploma</b> Ability to apply concepts to theory and practice and draw appropriate conclusions.	<b>Certificate and Diploma</b> Module assignments
<b>Masters.</b> Critique and assess concepts to theory and practice and draw appropriate conclusions	<b>Masters</b> In addition to the above: Dissertation supervision process	<b>Masters</b> Data preparation in dissertation Dissertation write up

vi) Working relationships

<b>Intended Learning Outcomes</b>	<b>Teaching and Learning Methods</b>	<b>How Demonstrated?</b>
<b>Certificate and Diploma</b> To work collaboratively as part of a team; to contribute and comment on ideas in learning groups.	<b>Certificate and Diploma</b> Tutorials (face-to-face at teaching events, via telephone, via Skype) Seminars/workshops (at teaching events) with several dissertation and research-focused workshops Seminar activities. Use of on-line learning and electronic asynchronous discussions Study groups Blackboard discussion boards	<b>Certificate and Diploma</b> Formative assessment through tutorial contact with academic staff
<b>Masters</b> To predict how and when to draw on the knowledge and expertise of others	<b>Masters</b> In addition to the above: Dissertation supervision	<b>Masters</b> In addition to the above: Formative assessment through collaborative work with dissertation supervisor (M)

vii) Managing learning

<b>Intended Learning Outcomes</b>	<b>Teaching and Learning Methods</b>	<b>How Demonstrated?</b>
<p><b>Certificate</b></p> <p>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.</p>	<p><b>Certificate</b></p> <p>Distance learning course materials</p> <p>First 4 weeks of course focuses on the Academic Writing Skills module, building study skills and academic writing.</p> <p>Experience of writing the assignments and receiving summative and formative feedback</p> <p>Self-reflection on assignment submission (as a part of assignment cover sheet)</p> <p>Tutorials (face-to-face at teaching events, via telephone, via Skype)</p> <p>Seminars/workshops (at teaching events) such as the various study skills workshops</p> <p>Blackboard discussion boards</p> <p>Online learning tools/resources via Blackboard (e.g. FAQs section on Blackboard)</p>	<p><b>Certificate</b></p> <p>Module assignments</p>
<p><b>Diploma</b></p> <p>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.</p>	<p><b>Diploma</b></p> <p>In addition to the above: Research Methods Module – incorporates research preparation, philosophy and techniques</p>	<p><b>Diploma</b></p> <p>In addition to the above: Research methods assignment.</p>
<p><b>Masters</b></p> <p>In addition to the above: Construct a credible research project, drawing up a realistic research timetable, carrying out independent research, reflecting on and writing up results.</p>	<p><b>Masters</b></p> <p>In addition to the above: Dissertation supervision process</p> <p>Experience of writing the dissertation</p>	<p><b>Masters</b></p> <p>Data preparation in dissertation</p> <p>Dissertation write up</p>

viii) Career management

Intended Learning Outcomes	Teaching and Learning Methods	How Demonstrated?
<p><b>Certificate</b> Evaluate the relationship between practice and theory, opportunities to critique theory/research and apply theory to practice</p>	<p><b>Certificate</b> Distance learning course materials Academic Writing Skills module, includes elements on how to draw on/critique practice and experience. Assignment questions are geared to a critical engagement with theory and practice Tutorials (face-to-face at teaching events, via telephone, via Skype) Seminars/workshops (at teaching events) particularly module-focused workshops which include discussion of theory-practice Blackboard discussion boards Online learning tools/resources via Blackboard (e.g. new online 'how to write your assignment' tool to launch in November 2010; critical writing skills tutorial)</p>	<p><b>Certificate and Diploma</b> Module assignment</p>
<p><b>Diploma</b> Evaluate the relationship between practice and theory, opportunities to critique theory/research and apply theory to practice</p>	<p><b>Diploma</b> In addition to the above: Research Methods – incorporates research preparation, philosophy and techniques</p>	<p><b>Diploma</b> In addition to the above: Research methods assignment.</p>
<p><b>Masters</b> In addition to the above: Research a topic related to the student's work experience/ practice.</p>	<p><b>Masters</b> In addition to the above: Dissertation supervision process Experience of writing the dissertation</p>	<p><b>Masters</b> In addition to the above: Dissertation</p>

**10. Special features**

N/A

**11. Indicators of programme quality**

The existing MSc programmes consistently receives excellent feedback from the External Examiners. In particular, the quality of the course materials and of the feedback students receive is always commended. CLMS has strong student support systems, and these are recognised across the

University. CLMS has been part of numerous University-wide QAA reviews, and the last departmental QAA was in 2004.

The CLMS Masters programmes are well established and based on extensive experience of teaching at postgraduate level via distance learning, with approximately 5000 MSc graduates to date. The MSc in Human Resource Management and Training currently has over 200 active students and is the most popular programme. The course will be our forward for CIPD course accreditation in 2012/2013. The process will involve curriculum change and changes in assessment (e.g. introduction of examinations), so this is a longer-term focus for the programme.

The MSc in Human Resource Management and Training is particularly popular with the armed forces (UK and international). Indeed, we have a special agreement with the British Royal Air Force, which sends a set number of students on the performance course per year and regularly feeds back that it is not just the topic but the quality of the course and the support we provide that makes this an attractive option for the RAF. This updated version of the course will be of great interest to this group.

## **12. 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.

## **13. 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 award where appropriate.

There is a progression point at the Module 4 research Methods assignments stage. Students who are not awarded a Pass on the Module 4 research methods assignment will not be allowed to progress onto the dissertation for the award of MSc. Students are not allowed to carry a fail of 30 credits on their Module 4 Research Methods assignment. The pedagogic rationale as to why passing Module 4 is a pre-requisite of the dissertation is that students need to demonstrate that they have gained the required skills to carry out research at Masters level.

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.

## **14. 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.

## **15. 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]

## **16. Additional features (e.g. timetable for admissions)**

February, June and October.

## Programme Specification (Postgraduate)

FOR ENTRY YEAR: 2021/22

Date created: 16/11/2020

Last amended: 16/11/2020

Version no. 1

### 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.

MSc in Human Resource Management and Training

#### Credit breakdown

Status	Year long	Semester 1	Semester 2	Other delivery period
Core taught	90 credits	n/a	n/a	n/a
Optional	30 credits	n/a	n/a	n/a
Dissertation/project	60 credits	n/a	n/a	n/a

180 credits in total

#### Level 7/Year 1      2021/22

Core modules

Delivery period	Code	Title	Credits
Choose an item.	LM7500	Employee Development and Workplace Learning	30 credits
Choose an item.	LM7505	Managing Human Resources	30 credits
Choose an item.	LM7503	Research Methods	30 credits
Choose an item.	LM7504	Dissertation	60 credits

**Notes**

N/A

## Option modules

Delivery period	Code	Title	Credits
Choose an item.	LM7607	Changing Nature of Skills, Production, Performance and Competitiveness	30 credits
	LM7603	Implementing Improvements in Organisational Performance	30 credits
Choose an item.	LM7606	The Global Context of Human Resource Development and Human Resource Management	30 credits

**Notes**

This is an indicative list of option modules and not definitive of what will be available. Option module choice is also subject to availability, timetabling, student number restrictions and, where appropriate, students having taken appropriate pre-requisite modules.

**Level 7/Year 2      2022/23**

## Core modules

Delivery period	Code	Title	Credits
Choose an item.	LM7500	Employee Development and Workplace Learning	Choose an item.
Choose an item.	LM7505	Managing Human Resources	Choose an item.
Choose an item.	LM7503	Research Methods	Choose an item.
Choose an item.	LM7504	Dissertation	Choose an item.

**Notes**

n/a



## Option modules

Delivery period	Code	Title	Credits
Choose an item.	LM7607	Changing Nature of Skills, Production, Performance and Competitiveness	30 credits
Choose an item.	LM7603	Implementing Improvements in Organisational Performance	30 credits
	LM7606	The Global Context of Human Resource Development and Human Resource Management	30 credits

### Notes

This is an indicative list of option modules and not definitive of what will be available. Option module choice is also subject to availability, timetabling, student number restrictions and, where appropriate, students having taken appropriate pre-requisite modules.

### Updates to the programme

Academic year affected	Module Code(s)	Update

## Appendix 2: Module specifications

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