



## Programme Specification (Undergraduate)

FOR ENTRY YEAR: 2022/23

Date created: 20/11/2020

Last amended: 20/04/2023

Version no. 1

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

BSc in Human Resource Management

Diploma of Higher Education in Human Resource Management

#### a) [HECOS Code](#)

HECOS Code	%
100085	100%

#### b) UCAS Code (where required)

n/a

### 2. Awarding body or institution:

University of Leicester

### 3. a) Mode of study:

Part-time

#### b) Type of study:

Distance learning

### 4. Registration periods:

#### **Diploma in Higher Education in Human Resource Management**

The normal period of registration is 19 months

The maximum period of registration 24 months

#### **BSc in Human Resource Management**

The normal period of registration is 38 months

The maximum period of registration 48 months

### 5. Typical entry requirements:

Entry is only permitted at the Diploma or BSc level

Entry at BSc Year 2 - Diploma (HE) in HRM

a) A relevant level 4 qualification (e.g. Certificate of Higher Education; Higher National Certificate (HNC))

OR

b) Equivalent work experience to be demonstrated by a portfolio and judged on a case by case basis as specified in the University's Policy and Procedures for the Accreditation of Prior Learning.

Entry at BSc in HRM – Honours Year:

Successful completion of Diploma in HRM or Diploma in Lifelong Learning and Industrial Relations (see point 10 below); OR an equivalent University of Leicester qualification such as a foundation degree.

*NB: Other qualifications may be considered if these are a) equivalent in level and content to the Diploma, b) obtained from a reputable academic institution and c) obtained no more than five years before the date of application.*

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 will not be accepted for individual modules, but will be accepted for entry to the Diploma HE (see above).

## **7. Programme aims:**

The programme aims to:

- Develop subject knowledge relevant to the needs of human resource managers;
- Provide a rigorous HR syllabus that is based upon the School's research expertise;
- Develop students' (working adults') underpinning knowledge for continuing professional development in HR;
- Enable students to combine research and theoretical knowledge with professional application.

## **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) Mastery of an appropriate body of knowledge

<b>Intended Learning Outcomes</b>	<b>Teaching and Learning Methods</b>	<b>How Demonstrated?</b>
Demonstrate knowledge and understanding of an appropriate body of knowledge related to HRM (D, B)1	Module texts form a structured approach to the subject. Core concepts are developed early and are reinforced by review exercises and by tutorial support. Assignment feedback includes formative guidance.	All assessed work.
Discuss and evaluate competing arguments. (D, B)	The approach taken is to critically evaluate concepts and models in terms of their theoretical rigour and their implications for practice. Students are required to consider policy and practice in assessed work	All assessed work.

ii) Understanding and application of key concepts and techniques

<b>Intended Learning Outcomes</b>	<b>Teaching and Learning Methods</b>	<b>How Demonstrated?</b>
Apply theoretical concepts in these fields at the level of the workplace or organisation (D, B)	Review exercises (non-assessed); online discussion. The link between theory and practice is a key feature of the BSc as a whole. The case study (Year 2) and dissertation (Year 3) enable students to apply this knowledge to workplace practice.	Specifically LM2501 and 3502; all module assignments require the use of evidence and the application of theory to workplace practice.
Use evidence appropriately in evaluating ideas and policies. (D)	Review exercises and associated course material. Tutorial support.	All assessed work, but particularly the case study assignment, LM3502 (Year 2).

iii) Critical analysis of key issues

<b>Intended Learning Outcomes</b>	<b>Teaching and Learning Methods</b>	<b>How Demonstrated?</b>
Critically evaluate key concepts and models in HRM with reference to contemporary practice in organisations. (D, B)	This is a central aim of the course. All modules include some critical, comparative evaluation of policy and practice. Skills are developed by structured study of the module material and are reinforced via tutorial support and online discussion.	All assessed work, but particularly the case study assignment (Year 2) and dissertation (Year 3).

iv) Clear and concise presentation of material

Intended Learning Outcomes	Teaching and Learning Methods	How Demonstrated?
Present concise, structured arguments within a strict word limit	The Academic Writing Skills module develops this skill and also forms a resource for study throughout the course. Formative assignment feedback includes guidance on expression, structure and presentation.	Academic Writing Skills module

v) Critical appraisal of evidence with appropriate insight

Intended Learning Outcomes	Teaching and Learning Methods	How Demonstrated?
Utilise evidence from academic research and other sources to evaluate propositions. (D, B)	The link between theory and practice is made throughout the course. Review exercises in all modules require students to reflect on core concepts in the light of to evidence from their own organisations or countries. The case study (Year 2) is an exercise in analyzing and interpreting secondary data.	All assessed work, but particularly the case study assignment (Year 2) and dissertation (Year 3)

vi) Other discipline specific competencies

Intended Learning Outcomes	Teaching and Learning Methods	How Demonstrated?
Design, research and present an independently conceived piece of research in an HRM topic (B)	The case study module (Year 2) provides an introduction to research within organisations. Research methods are developed in Year 3, leading to the dissertation.	Research Methods module, LM3509; dissertation, LM3501

## b) Transferable skills

i) Oral communication

Intended Learning Outcomes	Teaching and Learning Methods	How Demonstrated?
n/a	n/a	n/a

ii) Written communication

Intended Learning Outcomes	Teaching and Learning Methods	How Demonstrated?
Express ideas clearly and coherently as part of a logically structured argument. (D, B)	These skills are developed throughout the course, but particularly during the Academic Writing Skills module. Detailed feedback on assessed work includes formative guidance on expression, essay structure and presentation	All assessed work

iii) Information technology

Intended Learning Outcomes	Teaching and Learning Methods	How Demonstrated?
n/a	n/a	n/a

iv) Numeracy

Intended Learning Outcomes	Teaching and Learning Methods	How Demonstrated?
Use and interpret numeric data as part of a balanced academic argument (D)	Quantitative methods are not taught explicitly, but a distinctive feature of the course is the link between academic theory and practice. Students are encouraged to analyse evidence at all stages of the course.	Quantitative research is introduced in LM3509; assessment at all levels may require students to interpret and comment upon relevant numeric data

v) Team working

Intended Learning Outcomes	Teaching and Learning Methods	How Demonstrated?
n/a	n/a	n/a

vi) Problem solving

Intended Learning Outcomes	Teaching and Learning Methods	How Demonstrated?
Apply knowledge of HRM to problems and dilemmas encountered in the workplace (D)	The application of theory to practice is a feature of the course as a whole. Review exercises call on the student to evaluate concepts and models with respect to workplace practice. The case study (Year 2) is a small-scale exercise in researching	A focus on problem-solving is part of the case-study assignment (Year 2), which requires students to analyse a work-based issue; All assessed work requires some reflection on practice

vii) Information handling

Intended Learning Outcomes	Teaching and Learning Methods	How Demonstrated?
Identify, analyse and interpret appropriate information from a range of sources (D, B)	Academic Writing Skills module; Case study module (Year 2); Research methods material (Year 3); tutorial support throughout the course	Appropriate use of qualitative and quantitative data in the case study (Year 2) and Dissertation (Year 3)

viii) Skills for lifelong learning

Intended Learning Outcomes	Teaching and Learning Methods	How Demonstrated?
Deal confidently with new knowledge and apply this reflectively to the student's own work situation (D, B)	The structured development of learning throughout the course is designed to build a secure understanding of core ideas.	Academic Writing Skills module; 'Ability to relate theory to practice' is a key requirement in all assessed work

**1 Demonstrated at BSc Year 2 Diploma (HE)(D), BSc Year 3 (B) level**

**10. Progression points:**

This programme follows the standard Scheme of Progression set out in [Senate Regulations](#) – see the version of Senate Regulation 5 governing undergraduate programmes relevant to the 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

**11. Scheme of Assessment**

This programme follows the standard scheme of undergraduate award and classification set out in [Senate Regulations](#) – see the version of *Senate Regulation 5 governing undergraduate programmes* relevant to the year of entry, with the following rules applied upon award:

**Direct entry at Level 6 for the intended award of a BSc:** upon completion of 120 credits, the student shall be awarded under Senate Regulation 5.44 on the basis of those 120 credits completed at the University of Leicester.

**Entry at Level 5 for the intended award of a BSc:** upon completion of 240 credits (120 credits at Level 5, 120 credits at Level 6), the student shall be awarded under Senate Regulation 5.40. The credit weighted average will be calculated in line with Senate Regulation 5.37. Students who choose to withdraw upon completion of the Diploma HE (120 credits at Level 5) shall be awarded an unclassified Diploma HE as noted below.

**Entry at Level 5 for the intended award of a Diploma HE:** upon completion of 120 credits, the student shall be awarded under Senate Regulation 5.47 on the basis of those 120 credits completed at the University of Leicester. This award shall not be classified. Students retain the ability to progress to Level 6 with the intention of achieving the BSc, provided they have an overall credit weighted average of 45.00% or higher. Where a student decides to progress following the award of the Diploma HE, the student must return the Diploma HE within a period of 3 years from award. Students must complete the BSc within the maximum period of 7 years from the commencement of the Diploma HE.

## **12. Special features:**

This course is specifically designed for working adults. It has the following features.

- a. It is taught entirely by distance learning;
- b. It allows for entry and exit at each level: Year 2 (Diploma), Year 3 (BSc).

## **13. Indications of programme quality**

External examiners' reports

## **14. External Examiner(s) 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]

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### 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.

#### B.Sc. in Human Resource Management

The BSc comprises two levels of study, BSc Year 2 (Diploma) and BSc Year 3 (Honours Year).

#### Level 5/Year 1      2022/23

#### Credit breakdown

Status	Year long	Semester 1	Semester 2
Core	120 credits	n/a	n/a
Optional	n/a	n/a	n/a

120 credits in total

#### Core modules

Code	Title	Credits
LM1500	Academic Writing Skills - Undergraduate	n/a
LM2501	Workplace Learning and Human Resource Management	20 credits
LM3506	Organisational Behaviour and Employee Development	20 credits
LM2503	Management in Organisations	20 credits
LM2504	Personnel and Human Resource Management	20 credits
LM2506	Culture and the International Context	20 credits
LM3502	Case Study	20 credits



**Notes**

Candidates who have successfully completed 120 credits and met all of the assessment requirements for each module and do not wish to progress to the BSc Year 3 programme, will be awarded a Diploma (HE) in Human Resource Management. Students who achieve an overall (average) result of 45.00% or above in the Diploma (HE) will be eligible to proceed directly on to BSc Year 3 BSc Honours Year programme.

**Level 6/Year 2      2023/24**

## Credit breakdown

Status	Year long	Semester 1	Semester 2
Core	60 credits	n/a	n/a
Optional	60 credits	n/a	n/a

120 credits in total

## Core modules

Code	Title	Credits
LM1500	Academic Writing Skills	n/a
LM3509	Research Methods	20 credits
LM3510	Dissertation	40 credits

**Notes**

Successful completion of the level 3, BSc one year full-time equivalent programme will lead to the award of a BSc in Human Resource Management.

It is not possible to obtain a Diploma (HE) and BSc. from the same course of study.

## Option modules

Code	Title	Credits
LM3505	E Learning	20 credits
LM3503	Labour Market Themes, Issues and Controversies	20 credits
LM3504	Industrial Relations in a Changing Economy	20 credits

Code	Title	Credits
LM3508	High-Performance Work Practices	20 credits
LM3507	Equality and Diversity	20 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.

## Appendix 2: Module specifications

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

## Appendix 3: Skills matrix

Programme Learning Outcomes	Year 2 Modules 1 – 5	Year 2 Module 6	Year 3 Modules 1 – 3	Year 3 Module 4	Dissertation
<b>(a) Discipline specific knowledge and competencies</b>					
<i>(i) Other discipline specific competencies</i>					
Design and carry out independent research in an HRM topic		X		X	X
<b>(b) Transferable skills</b>					
<i>(i) Written communication</i>					

Express ideas clearly and coherently as part of a logically structured argument.	X	X	X	X	X
<b><i>(ii) Numeracy</i></b>					
Use numeric data as evidence in presenting a reasoned argument					X
<b><i>(iii) Problem solving</i></b>					
Address practical problems in HRM using subject knowledge from the course	X	X	X	X	X
<b><i>(iv) Information handling</i></b>					
Identify, analyse and interpret appropriate information from a range of sources	X	X	X		X
<b><i>(v) Skills for lifelong learning</i></b>					
Deal confidently with new knowledge and apply this reflectively	X	X	X	X	X