

**University of Plymouth
Partnerships**

Truro & Penwith College

**Programme Quality
Handbook for**

FdA Business

2025-26

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WELCOME AND INTRODUCTION

Welcome and Introduction to the FdA Business

The FdA Business has at its core an understanding of the need of business for graduates who understand all aspects of contemporary business practice and have combined their theoretical understanding with practical experience in the world of work.

This programme has been designed to equip you with the skills and knowledge base required to work in your chosen specialism or other graduate opportunities. It is also a platform from which you can undertake additional vocational and academic qualifications.

This Programme Quality Handbook contains important information including:

- The approved programme specification
- Module records

Note: the information in this handbook should be read in conjunction with: the [University Centre Student Handbook](#) (on SharePoint) which contains information on issues such as finance, student support, careers, learning resources and studying at University Centre Truro and Penwith; the University of Plymouth Student Handbook <https://www.plymouth.ac.uk/your-university/governance/student-handbook>; and your Teaching, Learning and Assessment Handbook available on SharePoint.

Programme Specification

Awarding Institution: University of Plymouth
Teaching Institution: Truro and Penwith College
Accrediting Body: N/A
Final Award: FdA
Intermediate Awards: Certificate of Higher Education
Programme Title: FdA Business

UCAS Code: N200 at institution T85
JACS Code: N200 at institution T85
Benchmarks: Informed by the subject benchmarks for General Business and Management QAA (2007)

QAA Foundation Degree Qualifications Benchmark

Date of Approval: February 2013

Admissions Criteria:

Qualification(s) Required for Entry to the FdA	Comments
Candidates must have at Level 2:	
At Level 2	
Key Skills requirement	<i>Pass in Communications and Numeracy</i>
and/or	
GCSEs required at Grade 4 and above	<i>English and Maths</i>

Plus at least one of the following Level 3 qualifications:

A Levels required:	A minimum of 48 points at A2 normally in an appropriate subject (Business, Accounting, Humanities)
Advanced Level Diploma	Pass in related programme
BTEC National Certificate/Diploma	PPP - normally in an appropriate subject
HNC	Pass normally in an appropriate subject
VDA: AGNVQ, AVCE, AVS	Pass required normally in an appropriate subject
Access to HE or Year 0 provision	Pass
International Baccalaureate	16 points
Irish/Scottish Highers/Advanced Highers	Grade D - 33/72 points respectively - All subjects accepted but arts related work preferred
Work Experience	Normally students will have relevant experience for example in Business, Accounting or Humanities
Other non-standard awards or experiences	Normally students will have relevant experience for example in Business, Accounting or Humanities

APEL/APCL possibilities https://www.plymouth.ac.uk/uploads/production/document/path/1/1878/Accreditation_of_Prior_Learning_1516.pdf	Reviewed on an individual basis University of Plymouth regulations apply.
Interview/portfolio requirements	Normally all students will be interviewed. In exceptional cases, alternative means of interview such as video/telephone/e-correspondence might be employed.
Independent Safeguarding Agency (ISA) / Disclosure and Barring Service (DBS) clearance required	No

Aims of the Programme:

The programme is intended:

1. To develop students with a range of intellectual, imaginative and investigative skills necessary to deal with the challenges and changes within a wide and diverse range of business environments.
2. To develop a knowledge and understanding of business and management.
3. To develop people who can appreciate and apply legal, behavioural, organisational and financial knowledge to a range of Business contexts; and who can work as both individuals and team members, assuming responsibilities and fulfilling delegated duties.
4. To produce students who can demonstrate their recognition, sensitivity and appreciation of ethical, social and professional issues in Business.

Programme Intended Learning Outcomes (LO):

By the end of this programme the student will be able to:

1. Demonstrate and apply their theoretical and practical knowledge and understanding of business and management
2. Analyse and demonstrate appropriate resource, organisational and business skills in a diverse range of settings.
3. Generate relevant strategies, solutions and policies for a variety of contexts
4. Demonstrate and reflect upon their own skills relating to employability and competence in a range of settings.
5. Appraise the professional standards of business and management, and discuss the social and legal requirements of business.
6. Demonstrate an understanding of the business environment and critical insight into its legal, behavioural, organisational and financial context.

Brief Description of the Programme

This programme has been designed to equip students with the opportunity to develop the requisite knowledge and skills needed to work at levels 4 and 5. The array of modules offered will provide a broad understanding of the facets of the business environment while enabling students to develop deeper specialist knowledge of key aspects of business in their second stage of study. Students will be encouraged to develop their own interests at level 5 through research as well as a deeper professional practice and produce an appropriate portfolio that demonstrates their professional expertise.

The programme is formulated around 3 major aspects of business - administration, management and finance, and the intention is that students can develop these areas of interest and profession within the Analysis, Research and Business Skills and Research project modules, ensuring that whilst all students have a broad understanding of business theory and practice, they are also enabled to focus closely upon areas of specialism and develop underpinning knowledge for professional accreditation in these fields.

Programme Structure and Pathways

Programme Structure: FdA Business

College: Truro and Penwith College

Year: 2020/21

Course Code: 4560

Full/Part Time: Full time

Year 1					
Module	Code	Level	Credits	Term	Type
The Business Environment	TRUR1147	4	20	1	Core
Human Resource Management	TRUR1148	4	20	2	Core
Economics and Business Decision Making	TRUR1265	4	20	AY	Core
Business Law	TRUR1150	4	20	AY	Core
Statistics for Business	TRUR1266	4	20	2	Core
Analysis, Research and Business Skills	TRUR1152	4	20	1	Core

Year 2					
Module	Code	Level	Credits	Term	Type
Principles of Marketing	TRUR2142	5	20	1	Core
Operations Management	TRUR2263	5	20	2	Core
Business Finance	TRUR2264	5	20	2	Core

Leadership and Management in Business	TRUR2265	5	20	AY	Core
Business Enterprise	TRUR2171	5	20	1	Core
Research Project	TRUR2147	5	20	AY	Core

Programme Structure: FdA Business
College: Truro and Penwith College
Course Code:
Full/Part Time: Part time (indicative)

Year 1					
Module	Code	Level	Credits	Term	Type
The Business Environment	TRUR1147	4	20	1	Core
Human Resource Management	TRUR1148	4	20	2	Core
Economics and Business Decision Making	TRUR1265	4	20	AY	Core

Year 2					
Module	Code	Level	Credits	Term	Type
Business Law	TRUR1150	4	20	AY	Core
Statistics for Business	TRUR1266	4	20	2	Core
Analysis, Research and Business Skills	TRUR1152	4	20	1	Core

Year 3					
Module	Code	Level	Credits	Term	Type
Principles of Marketing	TRUR2142	5	20	1	Core
Operations Management	TRUR2263	5	20	2	Core
Leadership and Management in Business	TRUR2265	5	20	AY	Core

Year 4					
Module	Code	Level	Credits	Term	Type
Business Finance	TRUR2264	5	20	2	Core
Business Enterprise	TRUR2171	5	20	1	Core
Research Project	TRUR2147	5	20	AY	Core

Total number of credits at Level 4 are 120

Total number of credits at Level 5 are 120

A Foundation Degree therefore totals 120 Level 4 credits and 120 Level 5 credits.

Progression Route(s)

On successful completion of this programme students will be enabled to progress to Stage 3 of the BA (Hons) in Business, Enterprise and Leadership at Truro and Penwith College or the BA (Hons) Business, BA (Hons) Human Resource Management, BA (Hons) International Management or BSc (Hons) Management Practice at University of Plymouth.

Any Exceptions to University of Plymouth Regulations

None

Work placement and Work based learning

Higher education programmes continually develop learning, teaching and assessment strategies that promote activities relevant to student career aspirations and employment opportunities. The embedding of employability ensures that students leave their programmes ready to take on the challenges of employment in the twenty first century with the professional, personal and practical skills outlined in our Employability Statement.

Work-based learning enables learners to take on appropriate role(s) within a work related context, giving them the opportunity to learn and apply skills and knowledge they have acquired through their programme. Work-based learning can be achieved through many forms, including full-time or part-

time work, integrated work placements, real work environments and real life scenarios. Work-placement is a period of time working with an employer in a commercial/voluntary sector that is assessed as part of your programme.

Every Foundation Degree programme will contain some form of assessment that is linked to a period of work-placement or work-based learning. Some courses will contain the assessed work in year 1, some in year 2 and some will be assessed in year 2 following a placement period during year 1 (or in the summer break between year 1 and year 2). You should confirm with your tutor when the placement period will be for your student group so that you can find a relevant placement.

Normally we recommend that 20 days will provide the best opportunity to engage with the employer, understand working practice and demonstrate your value in a way that will generate a positive reference for the future. Assessments normally require a minimum period of 10 days. This may be a 2-week block, a weekly one-day placement or a mixture of opportunities negotiated between your tutor and the employer.

Placements must be agreed with your tutor along with the relevant information regarding insurance, a mentor and all the relevant paperwork before you can attend. For a variety of reasons, some sectors don't conform to normal working practice and in these cases, your course manager may choose to develop simulated work-placements within the college, work shadowing or exercises that link directly to self-employment.

Any student who works in an environment where they engage with children or vulnerable adults is required to provide an enhanced Disclosure and Barring Service (DBS) record with no entries (formally Criminal Records Bureau [CRB]). Students are expected to cover the cost of this process and should have provided evidence at interview or enrolment. Foundation Degree students who are unable to provide an enhanced DBS record free from convictions or cautions could be at risk of being unable to complete the assessment on their programme which could mean withdrawal from or interruption of their studies. If a student is aware that they will have entries on their DBS record they should raise this immediately with their tutor so that appropriate advice can be provided. All sport and health, education and social science students will need to provide a DBS record before they can take part in some components of their programme. Students on other courses will be advised by their module leader based on their choice of placement.

Students must also be aware that should any material information or circumstances change that could influence their DBS status following the offer of a place, or at any time once enrolled on a programme, it is their responsibility to make their Programme Lead aware of any change. Changes to circumstances will be considered in confidence and Programme Leads will work with students to minimise the impact on their studies.

Teaching Methods and Assessments

A: Development of Knowledge and Understanding	Learning and Teaching Strategy/Method
<p>By the end of the programme the student will be able to demonstrate knowledge and understanding of:</p> <ul style="list-style-type: none"> • the major theories of business organisation and management within a framework of a variety of ideas, contexts and frameworks • the wider social and environmental context of business and be able to debate issues in relation to more general ethical perspectives • the inter-related nature of business analysis and study • the environment within which businesses operate • the methods, practices and conceptual framework of business operations 	<p>Primary</p> <ul style="list-style-type: none"> • <i>Lectures and tutorials</i> • <i>Directed independent study</i> • <i>Learning from work experience</i> <p>Secondary</p> <ul style="list-style-type: none"> • <i>Case studies</i> • <i>Problem-solving exercises</i>
<p>NB: Benchmark References</p> <p>General Business and Management QAA (2007)</p>	<p>Assessment</p> <p>Essays/projects/dissertations Presentations Case studies</p>

B: Cognitive and Intellectual Skills	Learning and Teaching Strategy/Method
<p>By the end of the programme the student will be able to:</p> <ul style="list-style-type: none"> • Demonstrate problem solving and research skills • Demonstrate the ability to analyse and evaluate using skills of critical thinking, analysis and synthesis. This includes the capability to identify assumptions, evaluate statements in terms of evidence, to detect false logic or reasoning, to identify implicit values, to define terms adequately and to generalise appropriately • Demonstrate the ability to contextualise the analysis of 	<p>Primary</p> <ul style="list-style-type: none"> • <i>Tutorial/seminar discussions</i> • <i>Class exercises and simulations</i> • <i>Feedback via coursework assessment process (essays etc)</i> • <i>Practical tasks and problem solving</i> <p>Secondary</p> <p>For example:</p> <ul style="list-style-type: none"> • <i>Visits and investigations</i> • <i>Reading case studies</i> • <i>Work related experience</i>

<p>information and formulate independent judgements, and articulate reasoned arguments.</p> <ul style="list-style-type: none"> • Demonstrate the ability to reflect on new knowledge and understandings to create, evaluate and assess a range of options together with the capacity to apply ideas and knowledge to a range of situations • Demonstrate effective problem solving and decision making using appropriate quantitative skills including identifying, formulating and solving business problems. • 	
<p>NB: Benchmark References</p> <p>General Business and Management QAA (2007)</p>	<p>Assessment</p> <p><i>Essays/projects/dissertations</i> <i>Coursework and projects on practical tasks and problems</i></p>

<p>C: Key Transferable Skills</p> <p>By the end of the programme the student will be able to:</p> <ul style="list-style-type: none"> • interact effectively within a team / learning group • display confidence and ability to liaise effectively with professional practitioners, individuals and organisations • conduct planning and organising, and to employ time management skills • demonstrate independent thinking, to take on responsibility and decision-making • demonstrate awareness of appropriate codes of practice in the professional context • demonstrate a capacity for reflection on own and others' performance against agreed criteria utilising PDP processes • employ clear and fluent expression in a variety of contexts 	<p>Learning and Teaching Strategy/Method</p> <p>Primary</p> <ul style="list-style-type: none"> • Library and other research exercises • Group work awareness and practice • Reflective practice <p>Secondary</p> <ul style="list-style-type: none"> • Class and seminar interactions and feedback
<p>NB: Benchmark References</p>	<p>Assessment</p>

General Business and Management QAA (2007)	Presentations Reflective journals Coursework/project work
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D: Employment Related Skills	Learning and Teaching Strategy/Method
<p>By the end of the programme the student will be able to:</p> <ul style="list-style-type: none"> • select, test and make appropriate use of skills in the use of data, resources, contacts and literature, to enable effective business decision making; • work and negotiate with others, peers, professionals and clients. • anticipate and accommodate change, • reflect upon personal strengths and needs. • use oral, visual and written communicative skills appropriate to a range of situations and contexts. • demonstrate an understanding of the requirements of professional practice and standards within business contexts 	<p>Primary</p> <p>Practical works and projects. Work related projects</p> <p>Secondary</p> <p>Reflective seminar/discussion sessions</p>
<p>NB: Benchmark References</p> <p>General Business and Management QAA (2007)</p>	<p>Assessment</p> <p>Presentations Reflective journals Coursework/project work</p>
E: Practical Skills	Learning and Teaching Strategy/Method
<p>By the end of the programme the student will be able to:</p> <ul style="list-style-type: none"> • select, use and understand appropriate management and business techniques and skills in an effective and creative manner, in accordance with good professional practice and applied to a variety of situations and contexts 	<ul style="list-style-type: none"> • Projects • Designated tasks • Lectures and tutorials • Learning from work

<ul style="list-style-type: none"> • use data handling and manipulation skills to investigate, formulate decisions and present information • systematically plan, organise, monitor and present work to an audience/client in a coherent and professional manner • use oral, visual and written communicative skills appropriate to a range of situations and contexts. 	
<p>NB: Benchmark References</p> <p>General Business and Management QAA (2007)</p>	<p>Assessment</p> <p>Presentations Coursework/project work</p>

<p>Distinctive Features of the Foundation Degree</p>
<ul style="list-style-type: none"> • A broad and inclusive programme which responds to the needs of local and regional employers • Strong links with local business community through a range of training connections which exist across the range of courses from level 2 to 7, with small, medium and large employers • Cross-fertilisation through connection with other degree programmes and students • Supportive approach design to build upon level 3 experiences and knowledge • Progression to level 6 top up supported and facilitated by established relationship with faculty • Complementary range of staff from different business disciplines, with professional experience • Course informed by and able to respond to current business practice thanks to employer contact and established professional and short course training involving local business.

Learning Outcomes Maps for FdA Business at HE Levels 4 and 5

Learning Outcomes Map	Level 4

Graduate Attributes and Skills

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Core Programme Intended Learning Outcomes	Programme Aim	Programme Learning Outcome	Related Core Modules

<p>Knowledge/ Understanding</p> <p>Students will be able to demonstrate a knowledge of the underlying concepts and principles associated with their area(s) of study, and an ability to evaluate and interpret these within the context of that (those) area(s) of study. In particular:</p> <ul style="list-style-type: none"> • the major theories of business organisation and management within a framework of a variety of ideas, contexts and frameworks • the wider social and environmental context of business and is able to debate issues in relation to more general ethical perspectives • an understanding of inter-related nature of business analysis and study • A knowledge of the environment within which businesses operate • A knowledge of the methods, practices and conceptual framework of business operations 	<p>1 2</p>	<p>1 6</p>	<p>TRUR1147 TRUR1148 TRUR1265 TRUR1150</p>
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<p>Cognitive / Intellectual Skills (generic)</p> <p>Students will be able to demonstrate an ability to present, evaluate, and interpret qualitative and quantitative data, to develop lines of argument and make sound judgements in accordance with basic theories and concepts of their subject(s) of study. They will also be able to demonstrate the ability to evaluate the appropriateness of different approaches to solving problems related to their area(s) of study and/or work. In particular to:</p> <ul style="list-style-type: none"> • Demonstrate problem solving and research skills • Demonstrate the ability to analyse and evaluate using skills of critical thinking, analysis and synthesis. This includes the capability to identify assumptions, evaluate statements in terms of evidence, to detect false logic or reasoning, to identify implicit values, to define terms adequately and to generalise appropriately • Demonstrate the ability to contextualise the analysis of information and formulate independent judgements, and articulate reasoned arguments. • Demonstrate the ability to reflect on new knowledge and understandings to create, evaluate and assess a range of options together with the capacity to apply ideas and knowledge to a range of situations • Demonstrate effective problem solving and decision making using appropriate quantitative and to use qualitative skills including identifying, formulating and solving business problems. 	<p>1 3 4</p>	<p>2 3 5 6</p>	<p>TRUR1147 TRUR1148 TRUR1265 TRUR1150 TRUR1266</p>
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<p>Key / Transferable Skills (generic) Students will be able to demonstrate an ability to communicate accurately and reliably, and with structured and coherent arguments. Students will also be able to demonstrate an ability to take different approaches to solving problems. In particular to:</p> <ul style="list-style-type: none"> • interact effectively within a team / learning group • the confidence and ability to liaise effectively with professional practitioners, individuals and organisations • conduct planning and organising, and to employ time management skills • demonstrate independent thinking, to take on responsibility and decision-making • awareness of appropriate codes of practice in the professional context • a capacity to initiate, innovate and complete productions in professional arenas • a capacity for reflection on own and others' performance against agreed criteria utilising PDP processes • a capacity for clear and fluent expression in a variety of contexts 	<p>1 3 4</p>	<p>2 3 4 5</p>	<p>TRUR1148 TRUR1266 TRUR1152</p>
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<p>Employment-related skills Students will be able to demonstrate an ability to undertake further training and develop new skills within a structured and managed environment and the qualities and transferable skills necessary for employment requiring the exercise of personal responsibility. In particular to:</p> <ul style="list-style-type: none"> ▪ The ability to select, test and make appropriate use of skills in the use of data, resources, contacts and literature, to enable effective business decision making; ▪ The ability to work and negotiate with others, peers, professionals and clients. ▪ The ability to anticipate and accommodate change, ▪ The ability to reflect upon personal strengths and needs. ▪ The ability to use oral, visual and written communicative skills appropriate to a range of situations and contexts. ▪ an understanding of the requirements of professional practice and standards within business contexts 	1 3 4	1 2 3 4 5 6	TRUR1148 TRUR1150 TRUR1266 TRUR1152
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<p>Practical Skills (subject specific)</p> <ul style="list-style-type: none"> ▪ the ability to select, use and understand appropriate management and business techniques and skills in an effective and creative manner, in accordance with good professional practice and applied to a variety of situations and contexts ▪ the ability to use data handling and manipulation skills to investigate, formulate decisions and present information ▪ the ability to systematically plan, organise, monitor and present work to an audience/client in a coherent and professional manner ▪ The ability to use oral, visual and written communicative skills appropriate to a range of situations and contexts. 	<p>1 3</p>	<p>1 3 4</p>	<p>TRUR1266 TRUR1152</p>
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Foundation Degree Intended Learning Outcomes Map	Level 5		
Graduate Attributes and Skills			
Core Programme Intended Learning Outcomes	Programme Aim	Programme Learning Outcome	Related Core Modules
<p>Knowledge/ Understanding Knowledge and critical understanding of the well-established principles of their area(s) of study, and the way in which those principles have developed; knowledge of the main methods of enquiry in their subject(s) and ability to evaluate critically the appropriateness of different approaches to solving problems in the field of study. They will also be able to demonstrate an understanding of the limits of their knowledge, and how this influences analyses and interpretations based on that knowledge. In particular:</p> <ul style="list-style-type: none"> • the major theories of business organisation and management within a framework of a variety of ideas, contexts and frameworks • the wider social and environmental context of business and is able to debate issues in relation to more general ethical perspectives • an understanding of inter-related nature of business analysis and study • A knowledge of the environment within which businesses operate • A knowledge of the methods, practices and conceptual framework of business operations 	<p>1 2</p>	<p>1 6</p>	<p>TRUR2142 TRUR2263 TRUR2264 TRUR2265 TRUR2171 TRUR2147</p>

<p>Cognitive / Intellectual Skills (generic) Students will be able to demonstrate an ability to apply underlying concepts and principles outside the context in which they were first studied. In particular:</p> <ul style="list-style-type: none"> • Demonstrate problem solving and research skills • Demonstrate the ability to analyse and evaluate using skills of critical thinking, analysis and synthesis. This includes the capability to identify assumptions, evaluate statements in terms of evidence, to detect false logic or reasoning, to identify implicit values, to define terms adequately and to generalise appropriately • Demonstrate the ability to contextualise the analysis of information and formulate independent judgements, and articulate reasoned arguments. • Demonstrate the ability to reflect on new knowledge and understandings to create, evaluate and assess a range of options together with the capacity to apply ideas and knowledge to a range of situations • Demonstrate effective problem solving and decision making using appropriate quantitative and to use qualitative skills including identifying, formulating and solving business problems. 	1 3 4	2 3 5 6	TRUR2142 TRUR2264 TRUR2265 TRUR2171 TRUR2147
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<p>Key / Transferable Skills (generic)</p> <p>Students will be able to demonstrate an ability to evaluate critically the appropriateness of different approaches to solving problems in the field of study; use a range of established techniques to initiate and undertake critical analysis of information, and to propose solutions to problems arising from that analysis and effectively communicate information, arguments, and analysis, in a variety of forms, to specialist and non-specialist audiences, and deploy key techniques of the discipline effectively. In particular:</p> <ul style="list-style-type: none"> • interact effectively within a team / learning group • the confidence and ability to liaise effectively with professional practitioners, individuals and organisations • the ability to conduct planning and organising, and to employ time management skills • the ability to demonstrate independent thinking, to take on responsibility and decision-making • awareness of appropriate codes of practice in the professional context • a capacity to initiate, innovate and complete productions in professional arenas • a capacity for reflection on own and others' performance against agreed criteria utilising PDP processes • a capacity for clear and fluent expression in a variety of contexts 	<p>1 3 4</p>	<p>2 3 4 5</p>	<p>TRUR2263 TRUR2264 TRUR2265 TRUR2171 TRUR2147</p>
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<p>Employment-related skills</p> <p>Students will be able to demonstrate an ability to apply subject principles in an employment context possibly different from that in which they were first studied; undertake further training, develop existing skills and acquire new competencies that will enable them to assume significant responsibilities within organisations and demonstrate the qualities and transferable skills necessary for employment requiring the exercise of personal responsibility and decision making. In particular:</p> <ul style="list-style-type: none"> ▪ The ability to select, test and make appropriate use of skills in the use of data, resources, contacts and literature, to enable effective business decision making; ▪ The ability to work and negotiate with others, peers, professionals and clients. ▪ The ability to anticipate and accommodate change, ▪ The ability to reflect upon personal strengths and needs. ▪ The ability to use oral, visual and written communicative skills appropriate to a range of situations and contexts. ▪ an understanding of the requirements of professional practice and standards within business contexts 	<p>1 3 4</p>	<p>1 2 3 4 5 6</p>	<p>TRUR2142 TRUR2263 TRUR2264 TRUR2265 TRUR2171</p>
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<p>Practical Skills (subject specific)</p> <ul style="list-style-type: none"> ▪ The ability to select, test and make appropriate use of skills in the use of data, resources, contacts and literature, to enable effective business decision making; ▪ The ability to work and negotiate with others, peers, professionals and clients. ▪ The ability to anticipate and accommodate change, ▪ The ability to reflect upon personal strengths and needs. ▪ The ability to use oral, visual and written communicative skills appropriate to a range of situations and contexts. ▪ an understanding of the requirements of professional practice and standards within business contexts 	<p>1 3</p>	<p>1 3 4</p>	<p>TRUR2142 TRUR2263 TRUR2264 TRUR2265 TRUR2171 TRUR2147</p>
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LEVEL 4 MODULE RECORDS

UNIVERSITY OF PLYMOUTH MODULE RECORD

SECTION A: DEFINITIVE MODULE RECORD. *Proposed changes must be submitted via Faculty Quality Procedures for approval and issue of new module code.*

MODULE CODE: TRUR 1147	MODULE TITLE: The Business Environment
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CREDITS: 20	FHEQ LEVEL: 4	JACS CODE: N100
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PRE-REQUISITES: N/A	CO-REQUISITES: N/A	COMPENSATABLE: Yes
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<p>SHORT MODULE DESCRIPTOR: <i>(max 425 characters)</i> This module provides the foundation knowledge and underpinning skills relating to the Internal and External Environment of business operations, and the factors that impact upon them.</p>
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ELEMENTS OF ASSESSMENT (Use HESA KIS definitions)					
WRITTEN EXAMINATION		COURSEWORK		PRACTICE	
E1 (Formally scheduled)	xx%	C1	100%	P1	xx% or Pass/Fail
E2 (OSCE)	xx%	C2	xx%	P3	xx% or Pass/Fail
T1 (in-class test)	xx%	A1	xx%		

<p>SUBJECT ASSESSMENT PANEL Group to which module should be linked: Business</p>
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<p>Professional body minimum pass mark requirement:</p>
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<p>MODULE AIMS: To develop an awareness and understanding of the importance of economic, social, political and legal forces to the activities to business organisations</p>

<p>ASSESSED LEARNING OUTCOMES: (additional guidance below) At the end of the module the learner will be expected to be able to:</p> <ol style="list-style-type: none"> 1. Demonstrate an understanding of the relationship between product markets, business decisions and business performance, and managing uncertainty. 2. Demonstrate an understanding of the implications of demographic and labour market trends. 3. Demonstrate an understanding of government intervention in markets. 4. Demonstrate an understanding of the relationship between the macroeconomic environment, and business organisations.

DATE OF APPROVAL: April 2013	FACULTY/OFFICE: Academic Partnerships
DATE OF IMPLEMENTATION: Sept 2013	SCHOOL/PARTNER: Truro & Penwith College
DATE(S) OF APPROVED CHANGE:	TERM: 1

UNIVERSITY OF PLYMOUTH MODULE RECORD

SECTION B: DETAILS OF TEACHING, LEARNING AND ASSESSMENT

Items in this section must be considered annually and amended as appropriate, in conjunction with the Module Review Process. Some parts of this page may be used in the KIS return and published on the extranet as a guide for prospective students. Further details for current students should be provided in module guidance notes.

ACADEMIC YEAR: 2025-26		NATIONAL COST CENTRE: 133		
MODULE LEADER: L Kellow		OTHER MODULE STAFF:		
Summary of Module Content				
Market Structure and Competition				
Competitive Strategy: Managing Risk and Uncertainty				
The Business Cycle and its link to Economic Growth and Contraction				
The Macroeconomic Environment:				
Sources of Finance and Investment Appraisal Techniques (ARR, Payback, DCF/NPV)				
Growth of firms (Organic and through Mergers and Acquisitions)				
Demographic and labour market trends.				
Government intervention in markets.				
Overview of Legislation affecting Business.				
Globalisation and Emerging Markets				
SUMMARY OF TEACHING AND LEARNING (Use HESA KIS definitions)				
<i>(This summary is indicative of what may be taught)</i>				
Scheduled Activities		Hours	Comments/Additional Information	
Lecture		15		
Seminar		25		
Tutorial		5		
Project Supervision		10		
External Visits		10		
Work Based Learning		10		
Guided Independent Study		125		
Total		200	(NB: 1 credit = 10 hours of learning; 10 credits = 100 hours, etc)	
Category <i>(mode of assessment)</i>	Element	Component Name	Component weighting	Comments <i>Include links to learning objectives</i>
Written exam	E1			
	T1			
Coursework	C1	Report	100 %	LO 1,2,3,4
Practice	P1			
Updated by: L Kellow			Approved by: S Irwin	
Date: September 2021			Date: September 2021	

UNIVERSITY OF PLYMOUTH MODULE RECORD

SECTION A: DEFINITIVE MODULE RECORD. *Proposed changes must be submitted via Faculty Quality Procedures for approval and issue of new module code.*

MODULE CODE: TRUR 1148	MODULE TITLE: Human Resource Management
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CREDITS: 20	FHEQ LEVEL: 4	JACS CODE: N100
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PRE-REQUISITES: N/A	CO-REQUISITES: N/A	COMPENSATABLE: Yes
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<p>SHORT MODULE DESCRIPTOR: <i>(max 425 characters)</i> This module provides students with an opportunity to explore and develop their knowledge and skills in relation to processes and practices involved in managing human resources within business.</p>
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ELEMENTS OF ASSESSMENT (Use HESA KIS definitions)					
WRITTEN EXAMINATION		COURSEWORK		PRACTICE	
E1 (Formally scheduled)	xx%	C1	100%	P1	xx% or Pass/Fail
E2 (OSCE)	xx%	C2	xx%	P3	xx% or Pass/Fail
T1 (in-class test)	xx%	A1	xx%		

<p>SUBJECT ASSESSMENT PANEL Group to which module should be linked: Business</p>
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<p>Professional body minimum pass mark requirement:</p>
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<p>MODULE AIMS:</p> <ul style="list-style-type: none"> To provide students with the necessary underpinning knowledge regarding Human Resource Management processes. To give students an understanding of the importance of employee talent planning and reward to the organisation.
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<p>ASSESSED LEARNING OUTCOMES: (additional guidance below) At the end of the module the learner will be expected to be able to:</p> <ol style="list-style-type: none"> 1. Demonstrate and apply an understanding of the human resource planning process 2. Demonstrate an understanding and apply the key concepts of talent resourcing, development and learning to HR situations 3. Examine employee engagement and reward systems as operated in the UK.
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DATE OF APPROVAL: May 2013	FACULTY/OFFICE: Academic Partnerships
DATE OF IMPLEMENTATION: Sept 2013	SCHOOL/PARTNER: Truro & Penwith College
DATE(S) OF APPROVED CHANGE:	TERM: 2

UNIVERSITY OF PLYMOUTH MODULE RECORD

SECTION B: DETAILS OF TEACHING, LEARNING AND ASSESSMENT

Items in this section must be considered annually and amended as appropriate, in conjunction with the Module Review Process.

ACADEMIC YEAR: 2025-26	NATIONAL COST CENTRE: 133	
MODULE LEADER: L Kellow	OTHER MODULE STAFF:	
Summary of Module Content Human Resource Planning : activities, forecasting, supply and demand, costs Recruitment : practices, job description, equal opportunities, recruitment advertising, application forms, internal appointments, use of specialists Selection : screening applications, short listing, interviewing, Induction : effective induction training Employment relations systems – perspectives and ideology, concepts and values, trade unions, works councils, government and employers Managing employee relations; styles and strategies Training : identification of training needs, job analysis, training needs analysis, preparing a training programme Reward : systems and processes		
SUMMARY OF TEACHING AND LEARNING (Use HESA KIS definitions) (This summary is indicative of what may be taught)		
Scheduled Activities	Hours	Comments/Additional Information
Lecture	20	
Seminar	30	
Tutorial	5	
External Visits	10	
Work Based Learning	10	
Guided Independent Study	125	
Total	200	(NB: 1 credit = 10 hours of learning; 10 credits = 100 hours, etc)

Category (mode of assessment)	Element	Component Name	Component weighting	Comments Include links to learning objectives
Written exam	E1			
	T1			
Coursework	C1	Case study analysis	50 %	LO 1,2
		Research report	50 %	LO 3
			Total 100%	
Practice	P1			
Updated by: L Kellow			Approved by: S Irwin	
Date: September 2021			Date: September 2021	

UNIVERSITY OF PLYMOUTH MODULE RECORD

SECTION A: DEFINITIVE MODULE RECORD. *Proposed changes must be submitted via Faculty Quality Procedures for approval and issue of new module code.*

MODULE CODE: TRUR 1150	MODULE TITLE: Business Law
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CREDITS: 20	FHEQ LEVEL: 4	JACS CODE: N100
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PRE-REQUISITES: N/A	CO-REQUISITES: N/A	COMPENSATABLE: Yes
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SHORT MODULE DESCRIPTOR: *(max 425 characters)*
 This module concentrates on the fundamental areas of civil law in a business context. It enables students to develop an understanding of the 'legal system' in general as well as examining the nature and sources of law, and then introduces employment and business law.

ELEMENTS OF ASSESSMENT (Use HESA KIS definitions)					
WRITTEN EXAMINATION		COURSEWORK		PRACTICE	
E1 (Formally scheduled)	xx%	C1	70 %	P1	30%
E2 (OSCE)	xx%	C2	xx%	P3	xx% or Pass/Fail
T1 (in-class test)	xx%	A1	xx%		

SUBJECT ASSESSMENT PANEL Group to which module should be linked:
 Business

Professional body minimum pass mark requirement:

MODULE AIMS:

1. To develop understanding of the rules of law governing employment from its inception to its termination and to consider the impact of recent developments
2. To examine the nature of Business Law and corporate structures
3. To develop an understanding of formation and termination of contracts

ASSESSED LEARNING OUTCOMES: (additional guidance below)
 At the end of the module the learner will be expected to be able to:

1. Demonstrate an understanding of and apply employment law principles to factual scenarios and construct clear reasoned arguments supported with relevant authorities.
2. Demonstrate an understanding of and apply knowledge of contract and law
3. Demonstrate an understanding of knowledge of business law

DATE OF APPROVAL: May 2013	FACULTY/OFFICE: Academic Partnerships
DATE OF IMPLEMENTATION: Sept 2013	SCHOOL/PARTNER: Truro & Penwith College
DATE(S) OF APPROVED CHANGE:	TERM: AY

UNIVERSITY OF PLYMOUTH MODULE RECORD

SECTION B: DETAILS OF TEACHING, LEARNING AND ASSESSMENT

Items in this section must be considered annually and amended as appropriate, in conjunction with the Module Review Process. Some parts of this page may be used in the KIS return and published on the extranet as a guide for prospective students. Further details for current students should be provided in module guidance notes.

ACADEMIC YEAR: 2025-26	NATIONAL COST CENTRE: 133
MODULE LEADER: T Dursley	OTHER MODULE STAFF:
Summary of Module Content Employment status; Contracts of employment; Discrimination law and Individual employment rights; Termination of employment; Employer and employee liability Formation and termination of contracts; contract terms; remedies for breach Formation of different business organisations; constitution of different business organisations	

SUMMARY OF TEACHING AND LEARNING (Use HESA KIS definitions) <i>(This summary is indicative of what may be taught)</i>		
Scheduled Activities	Hours	Comments/Additional Information
Lecture	45	
Guided Independent Study	155	
Total	200	(NB: 1 credit = 10 hours of learning; 10 credits = 100 hours, etc)

Category <i>(mode of assessment)</i>	Element	Component Name	Component weighting	Comments <i>Include links to learning objectives</i>
Written exam	E1			
	T1			
Coursework	C1	Report on contract scenario	50%	LO 3
		Report on employment scenario	50%	LO 1
Practice	P1	Presentation – Business Law	100%	LO 2

Updated by: L Kellow Date: September 2021	Approved by: S Irwin Date: September 2021
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UNIVERSITY OF PLYMOUTH MODULE RECORD

SECTION A: DEFINITIVE MODULE RECORD. *Proposed changes must be submitted via Faculty Quality Procedures for approval and issue of new module code.*

MODULE CODE: TRUR 1152	MODULE TITLE: Analysis, Research and Business Skills
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CREDITS: 20	FHEQ LEVEL: 4	JACS CODE: N100
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PRE-REQUISITES: N/A	CO-REQUISITES: N/A	COMPENSATABLE: Yes
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SHORT MODULE DESCRIPTOR: *(max 425 characters)*
 This module provides the foundation knowledge and underpinning skills for the further development of business, analysis and research techniques and constructs a basis for the exercise of critical enquiry at first year level. This module will develop reflection and will introduce students to the concept and practice of personal development planning.

ELEMENTS OF ASSESSMENT (Use HESA KIS definitions)					
WRITTEN EXAMINATION		COURSEWORK		PRACTICE	
E1 (Formally scheduled)	xx%	C1	100%	P1	xx% or Pass/Fail
E2 (OSCE)	xx%	C2	xx%	P3	xx% or Pass/Fail
T1 (in-class test)	xx%	A1	xx%		

SUBJECT ASSESSMENT PANEL Group to which module should be linked:
 Business

Professional body minimum pass mark requirement:

- MODULE AIMS:**
1. To introduce students to the use of basic tools and techniques of investigation, analysis and research in the context of business.
 2. To develop students' abilities to communicate, to work individually and to work with others to achieve goals.
 3. To increase students' reflective awareness of their own knowledge, skills, abilities and preferences in relation to learning and self-management.

- ASSESSED LEARNING OUTCOMES:** (additional guidance below)
 At the end of the module the learner will be expected to be able to:
1. Demonstrate knowledge of a range of investigation methods and techniques, understanding the importance of ethics in research.
 2. Design and conduct initial research and investigation, selecting appropriate methods and conduct initial analyses of data using basic statistical, mathematical and qualitative techniques.
 3. Access, analyse and present basic quantitative and qualitative data and information from a range of sources and be able to report on the process, outcomes and implications of a business investigation.
 4. Reflect upon personal skills and abilities of communication, investigation and time management.

DATE OF APPROVAL: May 2013	FACULTY/OFFICE: Academic Partnerships
DATE OF IMPLEMENTATION: Sept 2013	SCHOOL/PARTNER: Truro & Penwith College
DATE(S) OF APPROVED CHANGE:	TERM: 1

UNIVERSITY OF PLYMOUTH MODULE RECORD

SECTION B: DETAILS OF TEACHING, LEARNING AND ASSESSMENT

Items in this section must be considered annually and amended as appropriate, in conjunction with the Module Review Process. Some parts of this page may be used in the KIS return and published on the extranet as a guide for prospective students. Further details for current students should be provided in module guidance notes.

ACADEMIC YEAR: 2025-26	NATIONAL COST CENTRE: 133
MODULE LEADER: S Burnett-Biscombe	OTHER MODULE STAFF:
Summary of Module Content Research methods and ethics Observation methods / Interviews and listening / Focus groups Presentation for effect Accessing organisations and data Framework and analytical methods	

SUMMARY OF TEACHING AND LEARNING (Use HESA KIS definitions) <i>(This summary is indicative of what may be taught)</i>		
Scheduled Activities	Hours	Comments/Additional Information
Lecture	15	
Seminar	25	
Project Supervision	15	
Work Based Learning	20	
Guided Independent Study	125	
Total	200	(NB: 1 credit = 10 hours of learning; 10 credits = 100 hours, etc)

Category <i>(mode of assessment)</i>	Element	Component Name	Component weighting	Comments <i>Include links to learning objectives</i>
Written exam	E1			
	T1			
Coursework	C1	Team presentation and 1000 word reflection	50 %	LO 1,2,3
		2000 word Reflective account of individual project	50 %	LO 2,4
			Total 100%	
Practice	P1			
Updated by: S Burnett-Biscombe Date: September 2021			Approved by: L Kellow Date: September 2021	

UNIVERSITY OF PLYMOUTH MODULE RECORD

SECTION A: DEFINITIVE MODULE RECORD

MODULE CODE: TRUR1265	MODULE TITLE: Economics and Business Decision Making	
CREDITS: 20	FHEQ LEVEL: 4	HECoS CODE: 100449 business economics
PRE-REQUISITES: None	CO-REQUISITES: None	COMPENSATABLE: Yes
SHORT MODULE DESCRIPTOR:		
This module provides an introduction to economics in a business context. It explores basic concepts and techniques involved in economic analysis at an introductory level, and considers the relevance of economics, and of the economic environment, to business decision-making.		

ELEMENTS OF ASSESSMENT – see Definitions of Elements and Components of Assessment					
C1 (Coursework)	50%	E1 (Examination)		P1 (Practical)	
T1 (In-Class Test)		O1 (online open book assessment)	50%		

SUBJECT ASSESSMENT PANEL to which module should be linked: Business

Professional body minimum pass mark requirement: N/A

MODULE AIMS:

The aims of this module are to:

1. provide a foundation for the understanding of the nature of economic principles and the practice of decision processes within the broad context of business.
2. introduce students to the economic concepts and disciplines which underlie explanation, prediction and control in business and management
3. develop reflective, analytical and collaborative skills

ASSESSED LEARNING OUTCOMES: (refer to Programme Specification for relevant Programme Intended Learning Outcomes)

At the end of the module to learner will be expected to be able to:

Assessed Module Learning Outcomes:	Programme Intended Learning Outcomes (PILOs) contributed to:
1. Understand the economic context within which business decisions are made	1, 6
2. Understand and use basic approaches of economics	1, 2, 3, 4
3. Understand and apply economic concepts, models, basic research methods to investigate decision processes	1, 2, 3, 4
4. Apply analysis of data relevant to decision making under conditions of risk	1, 2, 3, 4, 6

DATE OF APPROVAL: May 2013

DATE OF IMPLEMENTATION: September 2013

DATE(S) OF APPROVED CHANGE: February 2022

FACULTY/OFFICE: Academic Partnerships

SCHOOL/PARTNER: Truro and Penwith College

SEMESTER: AY

UNIVERSITY OF PLYMOUTH MODULE RECORD

SECTION B: DETAILS OF TEACHING, LEARNING AND ASSESSMENT

ACADEMIC YEAR: 2025-26	NATIONAL COST CENTRE: 133
MODULE LEADER: M Hughes	OTHER MODULE STAFF:
SUMMARY OF MODULE CONTENT: Economic principles, methodology and model building Supply and demand, revealed preference markets and pricing /Cost curves. Break-even analysis Elementary probability, presentation and analysis of data Descriptive and elementary inferential statistics, Introductory game theory Managerial decision making – risk and uncertainty Practical approaches to problem solving and decision-making eg mind-mapping, decision trees, computer-based aids to decision-making	

SUMMARY OF TEACHING AND LEARNING (<i>Refer to HESA KIS definitions</i>)		
Scheduled Activities	Hours	Comments/Additional Information
Lecture	20	
Seminar	20	
Tutorial	5	
Project Supervision	10	
External Visits	5	
Work Based Learning	10	
Guided Independent Study	115	
Total	200	(NB: 1 credit = 10 hours of learning; 10 credits = 100 hours, etc.)

SUMMATIVE ASSESSMENT

Element Category	Component Name	Component Weighting
Coursework	Business report 2000 words (LO1,2)	80%
	Essay 1000 words (LO1,2)	20%
		= 100%
Online Assessment	Online Open Book Assessment - Case study (LO3,4)	100%

REFERRAL ASSESSMENT

Element Category	Component Name	Component Weighting
Coursework	Business report 2000 words (LO1,2)	80%
	Essay 1000 words (LO1,2)	20%
		= 100%
Online Assessment	Online Open Book Assessment - Case study (LO3,4)	100%

To be completed when presented for Minor Change approval and/or annually updated	
Updated by: L Kellow Date: Sep-21	Approved by: S Irwin Date: Sep-21

UNIVERSITY OF PLYMOUTH MODULE RECORD

SECTION A: DEFINITIVE MODULE RECORD

MODULE CODE: TRUR1266	MODULE TITLE: Statistics for Business
CREDITS: 20	FHEQ LEVEL: 4
	HECoS CODE: 101030 applied statistics 100361 business information systems
PRE-REQUISITES: None	CO-REQUISITES: None
	COMPENSATABLE: Yes
SHORT MODULE DESCRIPTOR:	
This module combines the development of effective data analysis skills with those of effective data presentation. The module aims to provide students with the basic techniques needed in relation to data analysis and presentation within the business context.	

ELEMENTS OF ASSESSMENT – see Definitions of Elements and Components of Assessment					
C1 (Coursework)	70%	E1 (Examination)		P1 (Practical)	
T1 (In-Class Test)		O1 (online open book assessment)	30%		

SUBJECT ASSESSMENT PANEL to which module should be linked: Business

Professional body minimum pass mark requirement: N/A

MODULE AIMS:

The aims of this module are to:

1. provide a foundation in the basic skills required to deal with financial and quantitative information in a business environment
2. develop an understanding of the use of modern business information systems.

ASSESSED LEARNING OUTCOMES: (*refer to Programme Specification for relevant Programme Intended Learning Outcomes*)

At the end of the module to learner will be expected to be able to:

Assessed Module Learning Outcomes:	Programme Intended Learning Outcomes (PILOs) contributed to:
1. Understand the collection, manipulation and use of with numbers, formulae and equations.	1, 2, 3, 4
2. Understand and compare sets of data and draw inferences about population values.	1, 2, 3, 4
3. Examine simple relationships and analyse a time series.	1, 2, 3, 4
4. Use modern business IT systems to aid decision making, make effective presentations and produce quality reports.	1, 2, 3, 4

DATE OF APPROVAL: May 2013

DATE OF IMPLEMENTATION: September 2013

DATE(S) OF APPROVED CHANGE: February 2022

FACULTY/OFFICE: Academic Partnerships

SCHOOL/PARTNER: Truro and Penwith College

SEMESTER: 2

UNIVERSITY OF PLYMOUTH MODULE RECORD

SECTION B: DETAILS OF TEACHING, LEARNING AND ASSESSMENT

ACADEMIC YEAR: 2025-26	NATIONAL COST CENTRE: 133
MODULE LEADER: S Burnett-Biscombe	OTHER MODULE STAFF:
SUMMARY OF MODULE CONTENT: Exploration of essential statistical techniques for business to include; Interpreting, summarising, graphical representation of data; measures of location and dispersion; probability, distributions and expected values; sampling and its uses; IT and its role in business - business information policies and procedures, IT security, types of information systems. Computer confluence and new developments in the use of IT.	

SUMMARY OF TEACHING AND LEARNING (<i>Refer to HESA KIS definitions</i>)		
Scheduled Activities	Hours	
Lecture	50	
Seminar	25	
Guided Independent Study	125	
Total	200	(NB: 1 credit = 10 hours of learning; 10 credits = 100 hours, etc.)

SUMMATIVE ASSESSMENT

Element Category	Component Name	Component Weighting
Coursework	Written responses to scenarios (LO2,3,4)	100%
Online Assessment	Online Open Book Assessment - Case study (LO1)	100%

REFERRAL ASSESSMENT

Element Category	Component Name	Component Weighting
Coursework	Written responses to scenarios (LO2,3,4)	100%
Online Assessment	Online Open Book Assessment - Case study (LO1)	100%

To be completed when presented for Minor Change approval and/or annually updated	
Updated by: L Kellow Date: Sep-21	Approved by: S Irwin Date: Sep-21

**LEVEL 5
MODULE RECORDS**

UNIVERSITY OF PLYMOUTH MODULE RECORD

SECTION A: DEFINITIVE MODULE RECORD

MODULE CODE: TRUR2263	MODULE TITLE: Operations Management	
CREDITS: 20	FHEQ LEVEL: 5	HECoS CODE: 100078 business and management
PRE-REQUISITES: None	CO-REQUISITES: None	COMPENSATABLE: Yes
SHORT MODULE DESCRIPTOR:		
This module will introduce students to the theory and practice of Operations Management within both product and service based organisations. It will consider operational techniques, controls and responses to a variety of issues, and how technology can improve productive efficiency whilst maintaining high levels of customer satisfaction. Focus will be given to quality management theory, practice and standards and their application to gain competitive advantage.		

ELEMENTS OF ASSESSMENT – see Definitions of Elements and Components of Assessment					
C1 (Coursework)	60%	E1 (Examination)			P1 (Practical)
T1 (In-Class Test)		O1 (online open book assessment)		40%	

SUBJECT ASSESSMENT PANEL to which module should be linked: Business

Professional body minimum pass mark requirement: N/A

MODULE AIMS:

The aim of this module is to:

1. provide the student with an evaluative understanding of the main areas of operations management as well as current developments and approaches to quality management theory, systems and procedures.

ASSESSED LEARNING OUTCOMES: (refer to Programme Specification for relevant Programme Intended Learning Outcomes)

At the end of the module to learner will be expected to be able to:

Assessed Module Learning Outcomes:	Programme Intended Learning Outcomes (PILOs) contributed to:
1. Critically evaluate the key theories of operations management, including the need for effective systems, processes and controls within varied organisational contexts	1, 4, 5, 6
2. Analyse and evaluate quality management practices and standards and review their impact on productive efficiency and customer satisfaction.	1, 2, 3, 4, 5, 6

DATE OF APPROVAL: May 2013

FACULTY/OFFICE: Academic Partnerships

DATE OF IMPLEMENTATION: September 2013

SCHOOL/PARTNER: Truro and Penwith College

DATE(S) OF APPROVED CHANGE: February 2022

SEMESTER: 2

UNIVERSITY OF PLYMOUTH MODULE RECORD

SECTION B: DETAILS OF TEACHING, LEARNING AND ASSESSMENT

ACADEMIC YEAR: 2025-26	NATIONAL COST CENTRE: 133
MODULE LEADER:	OTHER MODULE STAFF:
SUMMARY OF MODULE CONTENT: <ul style="list-style-type: none"> • Operations Management – systems, processes and controls • Methods of production, transformation and added value • Capital intensive and labour intensive production • Economies/diseconomies of scale • Capacity utilisation • Stock planning, management and control • Quality theory and practice, including TQM, quality assurance and control, kaizen, continuous improvement, quality circles, lean production and benchmarking • Quality standards including ISO 9000 and BSI • Outsourcing 	

SUMMARY OF TEACHING AND LEARNING (<i>Refer to HESA KIS definitions</i>)		
Scheduled Activities	Hours	Comments/Additional Information
Lecture	45	
External Visits	5	
Work Based Learning	10	
Guided Independent Study	140	
Total	200	(NB: 1 credit = 10 hours of learning; 10 credits = 100 hours, etc.)

SUMMATIVE ASSESSMENT

Element Category	Component Name	Component Weighting
Coursework	2000 word Written assignment (LO1)	100%
Online Assessment	Online Open Book Assessment – case study (LO2)	100%

REFERRAL ASSESSMENT

Element Category	Component Name	Component Weighting
Coursework	2000 word Written assignment (LO1)	100%
Online Assessment	Online Open Book Assessment – case study (LO2)	100%

To be completed when presented for Minor Change approval and/or annually updated	
Updated by: L Kellow	Approved by: S Irwin
Date: Sep-21	Date: Sep-21

UNIVERSITY OF PLYMOUTH MODULE RECORD

SECTION A: DEFINITIVE MODULE RECORD

MODULE CODE: TRUR2264 **MODULE TITLE:** Business Finance
CREDITS: 20 **FHEQ LEVEL:** 5 **HECoS CODE:** 100107 finance
PRE-REQUISITES: None **CO-REQUISITES:** None **COMPENSATABLE:** Yes

SHORT MODULE DESCRIPTOR:

This module provides the foundation knowledge and underpinning skills relating to Financial accounts and accounting techniques used within the business environment.

ELEMENTS OF ASSESSMENT – see [Definitions of Elements and Components of Assessment](#)

C1 (Coursework)	70%	E1 (Examination)		P1 (Practical)	
T1 (In-Class Test)		O1 (online open book assessment)	30%		

SUBJECT ASSESSMENT PANEL to which module should be linked: Business

Professional body minimum pass mark requirement: N/A

MODULE AIMS:

The aims of this module are to:

1. provide an analytical understanding of financial statements used by private and public limited companies;
2. enable students to analyse and process financial data to evaluate profitability and liquidity; and
3. develop student decision making from given financial data, enabling the evaluation of implications from recommendations made.

ASSESSED LEARNING OUTCOMES: (*refer to Programme Specification for relevant Programme Intended Learning Outcomes*)

At the end of the module to learner will be expected to be able to:

Assessed Module Learning Outcomes:	Programme Intended Learning Outcomes (PILOs) contributed to:	
1. Produce financial statements (income statement and statement of financial position) for private limited companies.	BUS (FdA) 1 – 2 – 3 - 5 - 6	(FdSc Law Bus) 8.1.4 – 8.2.1 – 8.2.3 - 8.2.4 - 8.3.3 – 8.4.3 – 8.5.4
2. Apply accounting concepts and accounting standards to financial statements along with application of depreciation (straight line and reducing balance method), the provision for doubtful debts and net realisable value on inventory.	BUS (FdA) 1 – 2 – 3 - 5 - 6	BUS (FdSc Law) 8.1.4 – 8.2.1 - 8.2.3 - 8.2.4 – 8.4.3 – 8.5.4

UNIVERSITY OF PLYMOUTH MODULE RECORD

3. Compare and contrast types of business funding available to private and PLC organisations and be able to do basic rights issue calculations.	BUS (FdA) 1 – 2 – 3 - 5 - 6	BUS (FdSc Law) 8.1.4 – 8.2.1 – 8.2.3 - 8.2.4 – 8.4.3 – 8.5.4
4. Evaluate figures from financial statements.	BUS (FdA) 1 – 2 – 3 - 5 - 6	BUS (FdSc Law) 8.1.4 – 8.2.1 – 8.2.3 - 8.2.4 - 8.3.4 – 8.4.3 – 8.5.4
5. Produce cash budgets from given data and critically evaluate outcomes produced, making recommendations to a company on actions it should take to improve cash position and credit control.	BUS (FdA) 1 – 2 – 3 - 5 - 6	BUS (FdSc Law) 8.1.4 – 8.2.1 – 8.2.3 - 8.2.4 - 8.3.3 – 8.4.3 – 8.5.4

DATE OF APPROVAL: May 2013

FACULTY/OFFICE: Academic Partnerships

DATE OF IMPLEMENTATION: September 2013

SCHOOL/PARTNER: Truro and Penwith College

DATE(S) OF APPROVED CHANGE: February 2022

SEMESTER: 2

UNIVERSITY OF PLYMOUTH MODULE RECORD

SECTION B: DETAILS OF TEACHING, LEARNING AND ASSESSMENT

ACADEMIC YEAR: 2025-26	NATIONAL COST CENTRE: 133
MODULE LEADER: Laura Kellow	OTHER MODULE STAFF:
<p>SUMMARY OF MODULE CONTENT: Private limited company accounts and PLC published accounts; Sources of finance to fund business expansion and retrenchment (debentures, bank loan-secured and unsecured, rights issue of ordinary shares, bank overdraft, working capital, business angels and asset divestment /sale and lease-back of non-current assets); Ratio analysis (profitability, performance, liquidity, financial structure and shareholder ratios); Accounting concepts (prudence, going concern, materiality, accruals, objectivity, cost and consistency) IAS accounting standards; The management of cash and credit control by use of aged trade receivables analysis, cash budgets, credit control methods; Use of ratios and percentages; judgements as to actions that companies and shareholders can take to improve their financial position; the limitations of ratio analysis; financial and non-financial information used in making judgements.</p>	

SUMMARY OF TEACHING AND LEARNING (<i>Refer to HESA KIS definitions</i>)		
Scheduled Activities	Hours	Comments/Additional Information (briefly explain activities, including formative assessment opportunities)
Lecture	15	Weekly delivery of key material
Seminar	25	Student-led discussion of prepared material
Tutorial	15	One-to-one support
Project Supervision	10	Workshops and guidance on assignment preparation
External Visits	5	Visits to local businesses as appropriate
Work Based Learning	15	Assignments that are linked to real-life issues
Guided Independent Study	115	Further reading and preparation of assignments
Total	200	(NB: 1 credit = 10 hours of learning; 10 credits = 100 hours, etc.)

SUMMATIVE ASSESSMENT

Element Category	Component Name	Component Weighting
Coursework	Coursework 1: Series of written exercises: financial statement preparation and analysis, business funding recommendations	100%
Online Assessment	Online Open Book Assessment - Financial case study scenario	100%

UNIVERSITY OF PLYMOUTH MODULE RECORD

REFERRAL ASSESSMENT

Element Category	Component Name	Component Weighting
Coursework	Like for like Students will be provided with a new coursework title (usually essay-based) that reflects the required learning outcomes	100%
Online Assessment	Online Open Book Assessment - Financial case study scenario	100%

To be completed when presented for Minor Change approval and/or annually updated	
Updated by: L Kellow	Approved by: S Irwin
Date: Sep-21	Date: Sep-21

UNIVERSITY OF PLYMOUTH MODULE RECORD

SECTION A: DEFINITIVE MODULE RECORD

MODULE CODE: TRUR2265	MODULE TITLE: Leadership and Management in Business	
CREDITS: 20	FHEQ LEVEL: 5	HECoS CODE: 100088 leadership 100078 business and management
PRE-REQUISITES: None	CO-REQUISITES: None	COMPENSATABLE: Yes
SHORT MODULE DESCRIPTOR:		
This module will enable students to develop their leadership and management skills through analysis, evaluation and application. It will allow the students to appraise the theories relating to leadership and management and apply those theories to varied business activities and situations.		

ELEMENTS OF ASSESSMENT – see Definitions of Elements and Components of Assessment					
C1 (Coursework)	60%	E1 (Examination)		P1 (Practical)	
T1 (In-Class Test)		O1 (online open book assessment)	40%		

SUBJECT ASSESSMENT PANEL to which module should be linked: Business

Professional body minimum pass mark requirement: N/A

MODULE AIMS:

The aim of this module is to:

- enable students to understand and evaluate leadership and management theory within any organisation, allowing the students to apply theories to practical situations.

ASSESSED LEARNING OUTCOMES: (refer to Programme Specification for relevant Programme Intended Learning Outcomes)

At the end of the module to learner will be expected to be able to:

Assessed Module Learning Outcomes:	Programme Intended Learning Outcomes (PILOs) contributed to:
1. Demonstrate an analytical understanding of the theories of leadership and management.	1, 2, 3
2. Evaluate the importance and effect of leadership and management in any organisation	1, 4, 5, 6
3. Show an ability to apply learnt skills and theories to problem solving within a range of leadership and management situations.	1, 2, 3, 4, 6

DATE OF APPROVAL: May 2013

FACULTY/OFFICE: Academic Partnerships

DATE OF IMPLEMENTATION: September 2013

SCHOOL/PARTNER: Truro and Penwith College

DATE(S) OF APPROVED CHANGE: February 2022

SEMESTER: AY

UNIVERSITY OF PLYMOUTH MODULE RECORD

SECTION B: DETAILS OF TEACHING, LEARNING AND ASSESSMENT

ACADEMIC YEAR: 2025-26	NATIONAL COST CENTRE: 133
MODULE LEADER:	OTHER MODULE STAFF:
SUMMARY OF MODULE CONTENT: <ul style="list-style-type: none"> • Theories of leadership and management • Processes of positive leadership and management • Self-concept of a team and leader • Group interaction and leadership • Motivation and engagement 	

SUMMARY OF TEACHING AND LEARNING (<i>Refer to HESA KIS definitions</i>)		
Scheduled Activities	Hours	Comments/Additional Information
Lecture	50	
Tutorial	20	
Work Based Learning	10	
Guided Independent Study	120	
Total	200	(NB: 1 credit = 10 hours of learning; 10 credits = 100 hours, etc.)

SUMMATIVE ASSESSMENT

Element Category	Component Name	Component Weighting
Coursework	1500 Word Report (LO2,3)	100%
Online Assessment	Online Open Book Assessment (LO1)	100%

REFERRAL ASSESSMENT

Element Category	Component Name	Component Weighting
Coursework	1500 Word Report (LO2,3)	100%
Online Assessment	Online Open Book Assessment (LO1)	100%

To be completed when presented for Minor Change approval and/or annually updated	
Updated by: L Kellow Date: Sep-21	Approved by: S Irwin Date: Sep-21

UNIVERSITY OF PLYMOUTH MODULE RECORD

SECTION A: DEFINITIVE MODULE RECORD. *Proposed changes must be submitted via Faculty Quality Procedures for approval and issue of new module code.*

MODULE CODE: TRUR2142	MODULE TITLE: Principles of Marketing	
CREDITS: 20	FHEQ LEVEL: 5	JACS CODE: N100
PRE-REQUISITES: N/A	CO-REQUISITES: N/A	COMPENSATABLE: Yes

SHORT MODULE DESCRIPTOR: <i>(max 425 characters)</i>
This module examines marketing as a concept and also as a business function that underpins business activity. Marketing in a variety of business contexts is explored and focuses on the role Marketing plays in achieving competitive advantage for a business.

ELEMENTS OF ASSESSMENT (Use HESA KIS definitions)					
WRITTEN EXAMINATION		COURSEWORK		PRACTICE	
E1 (Formally scheduled)	xx%	C1	100%	P1	xx% or Pass/Fail
E2 (OSCE)	xx%	C2	xx%	P3	xx% or Pass/Fail
T1 (in-class test)	xx%	A1	xx%		

SUBJECT ASSESSMENT PANEL Group to which module should be linked: Business

Professional body minimum pass mark requirement:

MODULE AIMS:
This module investigates the principles that underpin the marketing process and how they apply to business.

ASSESSED LEARNING OUTCOMES: (additional guidance below)
At the end of the module the learner will be expected to be able to:
<ol style="list-style-type: none"> 1. Understand and evaluate approaches to the marketing process and target marketing 2. Analyse the components of the marketing mix and apply it to different market segments 3. Understand and evaluate the ways in which organisations make informed advertising decisions

DATE OF APPROVAL: May 2013	FACULTY/OFFICE: Academic Partnerships
DATE OF IMPLEMENTATION: Sept 2013	SCHOOL/PARTNER: Truro & Penwith College
DATE(S) OF APPROVED CHANGE:	TERM: 1

UNIVERSITY OF PLYMOUTH MODULE RECORD

SECTION B: DETAILS OF TEACHING, LEARNING AND ASSESSMENT

Items in this section must be considered annually and amended as appropriate, in conjunction with the Module Review Process. Some parts of this page may be used in the KIS return and published on the extranet as a guide for prospective students. Further details for current students should be provided in module guidance notes.

ACADEMIC YEAR: 2025-26	NATIONAL COST CENTRE: 133
MODULE LEADER: L Kellow	OTHER MODULE STAFF:
Summary of Module Content	
Marketing process – Target marketing – Marketing mix	
Market segments – public and private sector marketing activities	
Promotional plans and advertising decisions	

SUMMARY OF TEACHING AND LEARNING (Use HESA KIS definitions) <i>(This summary is indicative of what may be taught)</i>		
Scheduled Activities	Hours	Comments/Additional Information
Lecture	15	
Seminar	25	
Tutorial	5	
Project Supervision	10	
External Visits	10	
Work Based Learning	10	
Guided Independent Study	125	
Total	200	(NB: 1 credit = 10 hours of learning; 10 credits = 100 hours, etc)

Category (mode of assessment)	Element	Component Name	Component weighting	Comments Include links to learning objectives
Written exam	E1			
	T1			
Coursework	C1	1500 word written paper	25%	LO 1
		2000 word case study into local company's marketing and advertising	75%	L O 2, 3
			Total 100%	
Practice	P1			

Updated by: L Kellow Date: September 2021	Approved by: S. Irwin Date: September 2021
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UNIVERSITY OF PLYMOUTH MODULE RECORD

SECTION A: DEFINITIVE MODULE RECORD. *Proposed changes must be submitted via Faculty Quality Procedures for approval and issue of new module code.*

MODULE CODE: TRUR 2171		MODULE TITLE: Business Enterprise	
CREDITS: 20	FHEQ LEVEL: 5	JACS CODE: N100	
PRE-REQUISITES: N/A	CO-REQUISITES: N/A	COMPENSATABLE: Yes	

SHORT MODULE DESCRIPTOR: *(max 425 characters)*

This module will introduce students to the skills and approaches needed to develop and innovate. It will explore what enterprise is, how to develop skills and understandings in the field of enterprise, and give students an understanding of the practice of taking an idea from initial stages to a full business plan.

ELEMENTS OF ASSESSMENT *(Use HESA KIS definitions)*

WRITTEN EXAMINATION		COURSEWORK		PRACTICE	
E1 (Formally scheduled)	xx%	C1	70%	P1	30%
E2 (OSCE)	xx%	C2	xx%	P3	xx% or Pass/Fail
T1 (in-class test)	xx%	A1	xx%		

SUBJECT ASSESSMENT PANEL Group to which module should be linked:
Business

Professional body minimum pass mark requirement:

MODULE AIMS:

1. To develop an understanding of the concept of enterprise
2. To explore the skills and practice of enterprise and innovation
3. To examine through practice the process of developing ideas into presentations and business plans

ASSESSED LEARNING OUTCOMES: (additional guidance below)

At the end of the module the learner will be expected to be able to:

1. Analyse and evaluate the essential skills required for innovation and enterprise
2. Analyse entrepreneurial behaviours, barriers to innovation and principles of developing ideas
3. Apply knowledge to identify and analyse practical situations requiring entrepreneurial solutions within a workplace placement context
4. Demonstrate skills of entrepreneurial project development and planning informed by a period of workplace placement
5. Demonstrate ability to create and evaluate a workplace business plan based on an entrepreneurial/employment context

DATE OF APPROVAL: May 2013	FACULTY/OFFICE: Academic Partnerships
DATE OF IMPLEMENTATION: Sept 2013	SCHOOL/PARTNER: Truro & Penwith College
DATE(S) OF APPROVED CHANGE: Sept 2020	TERM: 1

UNIVERSITY OF PLYMOUTH MODULE RECORD

SECTION B: DETAILS OF TEACHING, LEARNING AND ASSESSMENT

Items in this section must be considered annually and amended as appropriate, in conjunction with the Module Review Process.

ACADEMIC YEAR: 2025-26	NATIONAL COST CENTRE: 133
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MODULE LEADER: B Robinson	OTHER MODULE STAFF:
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<p>Summary of Module Content</p> <p>Concepts and theories of innovation, types of innovation, sources of innovation, cases of innovation and analysis of what can be learned from them.</p> <p>Managing the innovation process</p> <p>Processes, capabilities and methods of innovation management.</p> <p>A structured and practical approach to innovation: processes and methods, tools and techniques</p> <p>Creative thinking, working and problem solving – skills and techniques</p> <p>Entrepreneurship theory and practice.</p> <p>Critical evaluation of the potential to develop entrepreneurship on an national basis</p> <p>Innovative Business plans including how to plan and research a new business venture, how to use market analysis to determine need for the product or service and how to demonstrate that the business is viable.</p>
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SUMMARY OF TEACHING AND LEARNING (Use HESA KIS definitions)		
<i>(This summary is indicative of what may be taught)</i>		
Scheduled Activities	Hours	Comments/Additional Information
Lecture	15	
Seminar	25	
Tutorial	5	
Project Supervision	25	
Demonstration		
Practical Classes & Workshops		
Supervised Time in Studio/Workshop		
Fieldwork		
External Visits		
Work Based Learning	60	
Guided Independent Study	70	
Other		
Total	200	(NB: 1 credit = 10 hours of learning; 10 credits = 100 hours, etc)

UNIVERSITY OF PLYMOUTH MODULE RECORD

Category <i>(mode of assessment)</i>	Element	Component Name	Component weighting	Comments <i>Include links to learning objectives</i>
Written exam	E1			
	T1			
Coursework	C1	2000 word Business proposal	70%	LO 5
Practice	P1	Presentation	100%	LO1,2, 3, 4

Updated by: L Kellow Date: September 2021	Approved by: S Irwin Date: September 2021
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UNIVERSITY OF PLYMOUTH MODULE RECORD

SECTION A: DEFINITIVE MODULE RECORD. *Proposed changes must be submitted via Faculty Quality Procedures for approval and issue of new module code.*

MODULE CODE: TRUR 2147	MODULE TITLE: Research Project
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CREDITS: 20	FHEQ LEVEL: 5	JACS CODE: N100
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PRE-REQUISITES: N/A	CO-REQUISITES: N/A	COMPENSATABLE: Yes
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SHORT MODULE DESCRIPTOR: *(max 425 characters)*
 This module offers students the opportunity to undertake the challenge of undertaking a substantial research project on an approved topic of interest. It also provides the forum for students to present their findings and conclusions in an extended and coherent piece of work.

ELEMENTS OF ASSESSMENT (Use HESA KIS definitions)					
WRITTEN EXAMINATION		COURSEWORK		PRACTICE	
E1 (Formally scheduled)	xx%	C1	100%	P1	xx% or Pass/Fail
E2 (OSCE)	xx%	C2	xx%	P3	xx% or Pass/Fail
T1 (in-class test)	xx%	A1	xx%		

SUBJECT ASSESSMENT PANEL Group to which module should be linked:
 Business

Professional body minimum pass mark requirement:

MODULE AIMS:
 To enable students to synthesise their learning through a research study focussing one particular self-selected aspect of the course.

ASSESSED LEARNING OUTCOMES: (additional guidance below)
 At the end of the module the learner will be expected to be able to:

1. Create focussed objectives to be achieved through active research
2. Conduct a personal research study effectively and ethically
3. Demonstrate understanding, analysis and evaluation of relevant theory
4. Demonstrate the ability to apply theory to analyse a specific situation, strategy or practice
5. Present a range of material effectively and coherently using both quantitative and qualitative methods, as appropriate

DATE OF APPROVAL: May 2013	FACULTY/OFFICE: Academic Partnerships
DATE OF IMPLEMENTATION: Sept 2013	SCHOOL/PARTNER: Truro & Penwith College
DATE(S) OF APPROVED CHANGE:	TERM: AY

UNIVERSITY OF PLYMOUTH MODULE RECORD

SECTION B: DETAILS OF TEACHING, LEARNING AND ASSESSMENT

Items in this section must be considered annually and amended as appropriate, in conjunction with the Module Review Process.

ACADEMIC YEAR: 2025-26	NATIONAL COST CENTRE: 133
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MODULE LEADER: S Burnett-Biscombe	OTHER MODULE STAFF:
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<p>Summary of Module Content Research topic to be approved by tutor The range of projects might include: Detailed study of role and effectiveness of HRM in an organisation How theories of leadership and management are applied in practice The effectiveness of operations management in either the primary, secondary or tertiary sectors of industry How marketing is used to develop local, national or international brand awareness The importance of E-commerce in today's business environment The impact of the present economic climate on a certain industry sector</p>

SUMMARY OF TEACHING AND LEARNING (Use HESA KIS definitions) <i>(This summary is indicative of what may be taught)</i>		
Scheduled Activities	Hours	Comments/Additional Information
Lecture	10	
Seminar		
Tutorial	30	
Project Supervision	30	
Demonstration		
Practical Classes & Workshops		
Supervised Time in Studio/Workshop		
Fieldwork		
External Visits	10	
Work Based Learning	10	
Guided Independent Study	110	
Other		
Total	200	(NB: 1 credit = 10 hours of learning; 10 credits = 100 hours, etc)

UNIVERSITY OF PLYMOUTH MODULE RECORD

Category <i>(mode of assessment)</i>	Element	Component Name	Component weighting	Comments <i>Include links to learning objectives</i>
Written exam	E1			
	T1			
Coursework	C1	300 word Research Proposal	5%	LO 1
		3000 word Report	95%	LO 2,3,4,5
			Total 100%	
Practice	P1			

Updated by: S Burnett-Biscombe Date: September 2021	Approved by: L Kellow Date: September 2021
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