

# PROGRAMME SPECIFICATION

**BA International Management & Business Administration with Spanish**      **UCAS Code: N2R4**

**For students entering Part 1 in September 2016**

**UFIMGWSP**

**This document sets out key information about your Programme and forms part of your Terms and Conditions with the University of Reading.**

<b>Awarding Institution</b>	University of Reading
<b>Teaching Institution</b>	University of Reading
<b>Length of Programme</b>	4 years
<b>Accreditation</b>	Chartered Institute of Marketing

## Programme information and content

This internationally focused programme examines the key themes and emerging challenges facing business in a global context. You will examine the internal and external factors that impact on business performance and drive strategic decision making in any organisation.

Progressive business focused modules span areas including marketing, finance, organisational behaviour and human resource management. You will also develop a high level of understanding of Spanish - both spoken and written - and gain an awareness of the country's culture and practices.

A study year abroad or a one-year paid work placement in year three provides you with an outstanding opportunity to both apply and further develop your business related knowledge and skills, as well as your language capabilities. In some cases, a successful placement may lead to the offer of a permanent role within the same organisation upon graduation.

The final year of the programme is designed to build on the professional and practical knowledge and skills you will have acquired and a range of optional modules allows you to tailor your degree towards your own interests and aims.

In an increasingly globalised business world multilingual employees are highly sought-after. Graduates will find themselves more career mobile and better prepared to work in a multinational environment, and possess language and communication skills that will differentiate them from the majority of professionals. Graduates typically enter a wide range of careers including banking and finance, consultancy, management, accountancy, the civil service, sales and marketing, retailing

and other service industries.

**Part 1:** Introduces you to core modules designed to provide you with a broad and solid foundation in your chosen subject.

**Part 2:** Provides you with core modules but may provide some optional modules.

Students will spend their third year in a Spanish-speaking country and will either study at a university or elect to do a work placement.

**Part 3:** Your final year of study will feature a high proportion of optional modules, allowing you to tailor your degree towards your individual needs, strengths and interests.

## Module information

Each part comprises 120 credits, allocated across a range of compulsory and optional modules as shown below. Compulsory modules are listed.

### Part 1 Modules:

Module	Name	Credits	Level
AC105A	Introductory International Financial Accounting A	10	4
AC106	Introduction to Management Accounting	10	4
MM1F11	People and Organisations	20	4
MM1F12	Markets, Marketing and Strategy	20	4
MM1F13	Business Statistics	20	4

Students must one 20 credit module in Beginners, Intermediate or Advanced Spanish Language, and one 20 credit content module in Spanish.

### Part 2 Modules:

Module	Name	Credits	Level
AC201	Management Accounting	20	5
MM256	Management Skills	20	5
MM276	Business Strategy	20	5

In Spanish: Students must take one 20 credit Spanish Language module which will be dependant on the level taken at Part 1, and one 20 credit Spanish content module.

In Management: Students must select 20 credits of option modules from a list available in Henley Business School.

### Modules during a placement year or study year (if applicable):

Module	Name	Credits	Level
ML2YL5	Year Abroad Language	40	5
ML3YSWA	University study/Work placement/Assistantship abroad	80	6

If you take a year-long placement or study abroad, Part 3 as described below may be subject to variation.

### Part 3 Modules:

Module	Name	Credits	Level
MM357	Management Project	20	6
SP3L6	Advanced Spanish Language III	20	6
SP3LBM	Spanish Language for Business	20	6

Remaining credits will be made up of optional modules available in the Henley Business School and modules from elsewhere in the University.

## Additional costs of the programme

Costs are indicative, but will vary according to module choice and are subject to inflation and other price fluctuations. The estimates were calculated in 2016.

During your programme of study you will incur some additional costs.

For textbooks and similar learning resources, we recommend that you budget approximately £300 a year. Some books may be available second-hand, which will reduce costs. A range of resources to support your curriculum, including textbooks and electronic resources, are available through the library. Reading lists and module specific costs are listed on the individual module descriptions.

Subject to your module selection, you may be required to purchase sundry materials (i.e. printing). Many students find it advantageous to have their own personal computing facilities though there are central facilities available.

## Optional modules

The optional modules available can vary from year to year. An indicative list of the range of optional modules for your Programme is set out in the Further Programme Information. Details of optional modules for each part, including any Additional Costs associated with the optional modules, will be made available to you prior to the beginning of the Part in which they are to be taken and you will be given an opportunity to express interest in the optional modules that you would like to take. Entry to optional modules will be at the discretion of the University and subject to availability and may be subject to pre-requisites, such as completion of another module. Although the University tries to ensure you are able to take the optional modules in which you have expressed interest this cannot be guaranteed.

## Placement opportunities

### Opportunities for study abroad

Subject to arrangements made in exceptional cases only, all students on this programme spend their third year abroad in a Spanish-speaking country. Students either study at a university with which the University of Reading has an agreement under the Lifelong Learning Programme (LLP) and Erasmus University Charter, or go on a work placement. Full details of potential destinations can be found on both the departmental and the Erasmus & Study Abroad websites.

### Placement opportunities

Students may choose to do a work placement during their Year Abroad.

## Teaching and learning delivery

You will be taught through seminars and lectures.

Total study hours for each Part of your programme will be 1200 hours. The contact hours for your programme will depend upon your module combination; an average for a typical set of modules on this programme is Part 1 - 252 hours, Part 2 - 252 hours, Part 3 (following the year abroad) - 264 hours. In addition to your scheduled contact hours, you will be expected to undertake guided independent study. Information about module contact hours and the amount of independent study which a student is normally expected to undertake for a module is indicated in the relevant module description.

## Accreditation details

### Assessment

The programme will be assessed through a combination of written examinations, coursework, oral examinations, practical examinations.

### Progression Requirements:

#### Part 1

The University-wide rules relating to 'threshold performance' are as follows:

- (i) Obtain an overall average of 40% over 120 credits taken in Part 1; and
- (ii) Obtain a mark of at least 30% in individual modules amounting to at least 100 credits taken in Part 1.'

In order to progress from Part 1 to Part 2, a student must achieve a threshold performance, and:

- (i) obtain at least 40% in 100 credits including all compulsory modules;
- (ii) achieve not less than 35% in the remaining 20 credits.

The achievement of a threshold performance at Part 1 qualifies a student for a Certificate of Higher Education if they leave the University before completing the subsequent Part.

#### Part 2

To gain a threshold performance at Part 2, a student shall normally be required to:

- (i) Obtain a weighted average of 40% over 120 credits taken at Part 2;
- (ii) Marks of at least 40% in individual modules amounting to at least 80 credits; and
- (iii) Marks of at least 30% in individual modules amounting to at least 120 credits, except that a mark below 30% may be condoned in no more than 20 credits of modules belonging to the Department of Mathematics and Statistics.

In order to progress from Part 2 to Part 3, a student must achieve a threshold performance,

**and:**

**(i) marks of at least 30% in individual modules amounting to not less than 120 credits.**

**The achievement of a threshold performance at Part 2 qualifies a student for a Diploma of Higher Education if they leave the University before completing the subsequent Part.**

### **Year Abroad**

**To proceed from the Year Abroad to Part 3, students must achieve:**

**(i) a weighted average of 40% over the 120 Year Abroad credits:**

**(ii) marks of at least 40% in ML2YSWA/ML3YSWA; and**

**(iii) marks of at least 30% in ML2YL5.**

### **Classification**

#### **Bachelors' degrees**

**The University's honours classification scheme is based on the following:**

<b>Mark</b>	<b>Interpretation</b>
<b>70% - 100%</b>	<b>First class</b>
<b>60% - 69%</b>	<b>Upper Second class</b>
<b>50% - 59%</b>	<b>Lower Second class</b>
<b>40% - 49%</b>	<b>Third class</b>
<b>35% - 39%</b>	<b>Below Honours Standard</b>
<b>0% - 34%</b>	<b>Fail</b>

**The weighting of the Parts/Years in the calculation of the degree classification is:**

**In the final assessment, the weighting ratio between modules taken during Year 2, modules taken during the Year Abroad, and modules taken during Part 3 is 2: 3: 4. Thus modules taken during Year 2 count for 22.2% of the total credit weighting, modules taken during the Year Abroad count for 33.3% of the total credit weighting, and modules taken during Part 3 count for 44.4% of the total credit weighting.**

**For further information about your Programme please refer to the Programme Handbook and the relevant module descriptions, which are available at <http://www.reading.ac.uk/module/>. The Programme Handbook and the relevant module descriptions do not form part of your Terms and Conditions with the University of Reading.**

**BA International Management & Business Administration with Spanish for students entering Part 1 in session 2016/17**

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