

Programme Specification

Henley Executive MBA

PPTZHB MBA7FM
PPTZNS MBA7FM
PPTZFN MB7AFM
PPTZGM MB7AFM

For students entering in the academic year 2019-20

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

Awarding Institution	University of Reading
Teaching Institution	Henley Business School at the University of Reading
Length of Programme	21 months and 27 months
Accreditation	AACSB, AMBA, EQUIS
Programme Start Dates	Multiple

Programme information and content

Summary of programme aims

The Henley Executive MBA programme aims to prepare students for senior leadership positions in organisations by:

1. Developing a strategic, holistic and integrated perspective of business, organisations and management.
2. Developing knowledge and understanding of current and pervasive issues in business and management through access to thought leadership and leading-edge practice.
3. Developing the knowledge, understanding and skills for management and leadership around three core themes:
 - Choices: management and leadership are about making the right choices – both personal and organisational
 - Values: character and integrity are as important as capability for managers and leaders
 - Critical thinking: both innovative and critical thinking are required for effective management and leadership
4. Providing personal development opportunities to help programme members develop their management capabilities, their capability to work in and to lead teams in different situations, and their capacity for and commitment to continuous learning.

5. Integrating theory and practice by applied and experiential learning and an approach to assessment involving work-based assignments, live projects and a research-based management challenge that combines academic rigour with practitioner relevance.

Transferable skills

The Henley MBA aims to develop the following skills throughout the Programme:

- 1) To conduct rigorous and relevant research and analysis into business and management issues
- 2) To develop skills in creative and critical thinking including analytical thinking, the ability to synthesise information and the ability to analyse quantitative and qualitative data
- 3) To develop skills in managerial communication including listening, influencing others and in using oral and written communication in a wide range of contexts and using a range of media
- 4) To work collaboratively and effectively in a group both as team leader and team member
- 5) To demonstrate self-awareness as an independent, reflective and self-critical learner in a wide range of learning contexts and to be able to apply learning to new situations
- 6) To develop capabilities to integrate knowledge and information across different internal and external business contexts

Module information

The programme comprises of 180 credits, allocated across a range of compulsory and elective modules. Compulsory modules are listed.

Compulsory Modules:

Module	Name	Credits	Level
MNM1G001	Personal Development 1	10	7
MNM1G002	Managing Processes & Systems	15	7
MNM1G003	Managing Financial Resources	20	7

MNM1G004	Managing People	15	7
MNM2G005	International Business	15	7
MNM2G006	Strategy	15	7
MNM2G007	Strategic Marketing	15	7
MNM2G008	Reputation and Responsibility	15	7
MNM2G009	Personal Development 2	-	7
MNM3G010	Leadership & Change	10	7
MNM3G011A	Elective choice A – module OR	10	7
MNM3G011B	Elective choice B – International Study Visit		
MNM3G012	Research Skills	-	7
MNM3G013	Personal Development 3	-	7
MNM3G014	Management Research Challenge (MRC) MRC choice A: Dissertation, OR MRC choice B: Integrated Business Project OR MRC choice C: Capstone Project	40	7

Compulsory text:

The Executive MBA programme is structured into three stages, each worth 60 credits. It consists of 11 credit bearing modules and 3 non-credit bearing modules and they are all compulsory.

The Executive MBA is intended for experienced middle to senior managers who wish to have an intensive, challenging and developmental learning experience whilst remaining in their current employment.

- It is designed to help participants develop their management competencies by working alongside other experienced managers from a diverse range of organisations, industries and nationalities.
- It is a highly participative programme, which combines personal learning and collaborative group working and learning in both the teaching and assessment processes. Students are supported in their learning by both a subject tutor and by a dedicated academic tutor and also receive personal developmental coaching alongside the delivery of the MBA.
- Students are encouraged to think strategically about business and management in a global context and immersive courses provide opportunities to work alongside local organisations in different international contexts.

Part-time or flexible modular arrangements

The Henley Executive MBA is designed to be completed in 21 months with a flexibility to extend the programme to 27 months. The option to complete the programme in 27 months will be provided in Stage 3 of the programme. Students will be offered a choice to select an alternative deadline for the final requirements of the programme, which consist of the following modules:

- the elective module, MNMG011A/B (10 credits)
- the proposal for the final project, MNMG012 (non-credit bearing module)
- the final project module, MNMG014 (40 credits)
- the Personal Development 3 module, MNMG013 (non-credit bearing module)

The alternative deadline will be scheduled six months later than the original one. These would allow students a relative degree of flexibility to consider elective subjects relevant to their context and scope and agree the final project with the relevant stakeholders in their organisation.

Additional costs of the programme

The programme includes a number of compulsory international learning activities. During the period of these international trips the costs will be covered within the tuition fee with the exception of flights, visas and some ground transportation to/from airports. This additional cost is estimated as follows:

European flights = £250 (return, economy)

Overseas flights = £700 (return, economy)

Costs are indicative and may vary according to airline and travel class chosen and are subject to inflation and other price fluctuations.

The estimates were calculated in 2019.

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 any additional costs associated with the optional modules, will be made available

to you prior to the beginning of the programme. Entry to optional modules will be at the discretion of the University and subject to availability. 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

There are no placement opportunities on this programme.

Teaching and learning delivery:

The following learning methods are normally employed on the Programme:

- Workshops involving interactive lectures and presentations: face to face or online with digital support materials
- Self-study: directed and self-directed, using online resources via our VLE platform
- Research
- Collaborative learning
- Case studies
- Problem-based learning
- International learning opportunities
- Experiential learning via live projects
- Debates
- Simulations

Total study hours for your programme will be 1800 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 530 hours over 21 or 27 months. 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.

Compulsory attendance at workshops is expected, unless absence is agreed with the Programme Director. Engagement with the facilitated virtual learning is required since it is the backbone of the learning process for the Henley Executive MBA whilst also providing a supportive atmosphere for the working participant. On-line learning resources extend the classroom interaction, providing resources that outline core theory and content or provide supplementary activities to embed learning. Text based resources will be interspersed with multi-media materials containing video and audio files that include case examples from industry and individual organisations. On-line resources will be made available at the start of a module. To get full value from face-to-face events, students are directed to undertake

study activities and/or group work in preparation for the face-to-face workshop. Following the workshop the VLE provides structured guidance to facilitate further learning and completion of the assessment requirements for each module.

Accreditation details

AACSB, AMBA, EQUIS

Assessment

The programme will be assessed through a combination of individual and group coursework, written examinations, presentations and other forms of formative and summative assessments. Further information is contained in the individual module descriptions.

Progression

Part-time and modular progression requirements

Students must pass each module with a minimum mark of 50%. All modules are regarded as being of special significance. It is normally expected that all the modules in each stage are completed prior to entry to the next stage of the MBA. Requests for extensions of assessment deadlines will be based on provision of evidence in line with the University Engagement Policy (add link). A student may be withdrawn due to lack of engagement, which is at the discretion of the Programme Director.

Students who fail to achieve a 50% pass mark are permitted one re-sit/resubmission per module at an appropriate point in the programme schedule.

Re-sits or resubmissions will be capped at 50% at module level, including examinations. Programme Management will advise students when a re-sit and resubmission is required and policy regarding timing. The normal procedure on extenuating circumstances will apply to those seeking an extension for a re-sit and resubmission. If a student does not resubmit or re-sit within the specified time from the first assessment without an agreed extenuating circumstance a mark of zero will be awarded for that assessment.

Students who fail to achieve a 50% pass mark on a module that is assessed via multiple modes of assessment will be re-assessed by a single mode of assessment. In this case the re-sit mark will count as an overall module mark and will be capped at 50%.

Classification

The University's taught postgraduate marks classification is as follows:

Mark Interpretation

70 - 100% Distinction

60 - 69% Merit

50 - 59% Good standard (Pass)

Failing categories:

40 - 49% Work below threshold standard

0 - 39% Unsatisfactory Work

For Masters Degree

To qualify for **Distinction**, students must

- (i) gain an overall average of 70 or more over 170 credits; and
- (ii) a mark of 60 or more for the Management Research Challenge.

To qualify for **Merit**, students must

- (i) gain an overall average of 60 or more over 170 credits; and
- (ii) a mark of 50 or more for the Management Research Challenge.

To qualify for **Passed**, students must

- (i) gain an overall average of 50 or more over 170 credits; and
- (ii) a mark of 50 or more for the Management Research Challenge.

For PG Diploma

To qualify for **Distinction**, students must gain an overall average of 70 or more over 110 credits.

To qualify for **Merit**, students must gain an overall average of 60 or more over 110 credits.

To qualify for **Passed**, students must gain an overall average of 50 or more over 110 credits.

For PG Certificate

To qualify for a **Postgraduate Certificate**, students must

- (i) gain an overall average of 50 or more over 50 credits.

Students may exit Stage 1 with a Postgraduate Certificate and Stage 2 with a Postgraduate Diploma.

* Where it has been agreed at validation that a programme includes a module assessable on a PASS/FAIL basis, the calculation shall exclude such modules and as such the Executive MBA is calculated over 170 credits.