

Programme Specification: Undergraduate

For students starting in Academic Year 2023/24

1. Course Summary

Names of programme and award title(s)	BSc (Hons) Business and Supply Chain Management BSc (Hons) Business and Supply Chain Management with International Year (see Annex for details) BSc (Hons) Business and Supply Chain Management with Work Placement Year (see Annex for details) BSc (Hons) Business and Supply Chain Management with Novus Lite pathway (see Annex for details)
Award type	Single Honours
Mode of study	Full-time
Framework of Higher Education Qualification (FHEQ) level of final award	Level 6
Normal length of the programme	3 years; 4 years with either the International Year or Placement Year between years 2 and 3
Maximum period of registration	The normal length as specified above plus 3 years
Location of study	Keele Campus
Accreditation (if applicable)	We will aim to apply for the Chartered Institute of Logistics and Transport accreditation.
Regulator	Office for Students (OfS)
Tuition Fees	<p>UK students:</p> <p>Fee for 2023/24 is £9,250*</p> <p>International students:</p> <p>Fee for 2023/24 is £19,900**</p> <p>The fee for the international year abroad is calculated at 15% of the standard year fee</p> <p>The fee for the work placement year is calculated at 20% of the standard year fee</p>

How this information might change: Please read the important information at <http://www.keele.ac.uk/student-agreement/>. This explains how and why we may need to make changes to the information provided in this document and to help you understand how we will communicate with you if this happens.

* These fees are regulated by Government. We reserve the right to increase fees in subsequent years of study in response to changes in government policy and/or changes to the law. If permitted by such change in policy or law, we may increase your fees by an inflationary amount or such other measure as required by government policy or the law. Please refer to the accompanying Student Terms & Conditions. Further information on fees can be found at <http://www.keele.ac.uk/studentfunding/tuitionfees/>

** We reserve the right to increase fees in subsequent years of study by an inflationary amount. Please refer to the accompanying Student Terms & Conditions for full details. Further information on fees can be found

2. What is a Single Honours programme?

The Single Honours programme described in this document allows you to focus more or less exclusively on this subject. In keeping with Keele's commitment to breadth in the curriculum, the programme also gives you the opportunity to take an options module every year as part of the Global Challenges Pathway. Thus it enables you to gain, and be able to demonstrate, a distinctive range of graduate attributes.

3. Overview of the Programme

Supply Chain Management and Logistics is an important business function which has been in the news headlines due to the pandemic and international trade upheavals. There are limited UG offerings in this area within the UK. The Chartered Institute of Logistics and Transport has identified a skills gap within this sector. This proposed course provides an interesting opportunity for students to study the management of businesses and supply chains.

Studying Business Management provides students with an opportunity to develop an understanding of the many complexities of business in a global context. These could be local organisations or multinational enterprises or supply chains. This programme provides an opportunity to focus the study on supply chains and logistics operations. This provides an understanding of international supply chain relationships, the purchasing process, supply chain strategy, and the movement of raw material from source to consumer. The programme also considers sustainability and circular economy as part of business and supply chain operations. This course will have a **Novus Lite** pathway through support provided by the Novus Trust (information is provided below).

The Single Honours programme is delivered by Keele Business School (KBS) and has been developed from our commitment to the responsibilities of business and their managers to wider social improvement. As a signatory to the United Nations Global Compact Initiative to promote Principles of Responsible Management Education, we incorporate reflection on a broad range of issues including the promotion of diversity, developing socially responsible practices and respect for different cultures.

Our undergraduate programme is taught by colleagues from across the school and exposes students to new areas of research and development in the discipline. The programme combines the qualitative study of organisations and their international operations and strategies with opportunities to develop a basic working knowledge in business functions. Students are exposed to a range of concepts and debates regarding supply chains, logistics, and cross-cultural management and are encouraged to take up opportunities for study in collaboration with our international partners through exchange programmes or joint projects between home and international students. The programme is academically rigorous and delivered in a supportive and challenging learning environment.

The four-year Placement option provides students with the enhanced opportunity to undertake a year-long professionally focused placement (minimum 30 weeks full-time (1,050 hours) or equivalent) between Levels 5 and 6 of their degree programme in a sector relevant to their degree. Students will gain substantial experience of a professional working environment relevant to their future career aspirations allowing for familiarisation of professional practice, enhanced skill development, and reflection upon programme content.

The four-year international study option provides students with the opportunity to undertake a year-long study abroad programme taught in English at an international university between Levels 5 and 6 of their degree programme in a subject relevant to their degree. Students will gain substantial experience of study in a different culture to their own and additionally benefit from the opportunity to develop their knowledge and networks in specialist areas of business and supply chains relevant to both international and home settings. details

Supply Chain Management has been in the news over the past 20 months as an important function that has helped us stay fed, provided us with essentials, and helped in the vaccine rollout. The supply chain and logistics industry is a high growth sector and has a shortage of talent. The Novus Trust is an organisation that comprises of 18 companies that have come together to create experiential training for undergraduate students to prepare them for a career in supply chain and logistics. (<https://www.novus.uk/>).

An important aspect of this course will be experiential learning through industrial placements, industry lectures, site visits, and company projects. The course will have two pathways: a Novus pathway (4 years with placement), whereas students who do not wish to avail of the Novus pathway can follow the normal 3- or 4-year course. The course is common for all. The Novus pathway provides additional employability benefits.

Home and International students who join this course will have an opportunity to attend an assessment centre at the end of the first year. Those who are successful will follow the Novus

sponsorship. Students who are successful in the Novus assessment centre are provided specific support by the trust to receive paid summer placements, a paid year-long industrial placement, and mentoring from senior executives of the companies.

The students who are unsuccessful at the Novus assessment centre or who do not wish to avail of this opportunity will follow the standard course and will receive support to find placements in the third year from the school industry contacts. All students in the course will have access to industry speakers, site visits, and industry projects.

(See figure 1 in document 'Additional Information')

4. Aims of the programme

The broad aims of the programme are to enable you to:

- Understand, evaluate and critically apply a range of concepts, theories and techniques relevant to developments in business management, and supply chain management
- Develop an ability to draw from relevant complementary disciplines to explore and better understand business organisations.
- Develop an understanding of the ways in which international organisations and supply chains operate within changing external and internal environments.
- Acquire a critical understanding of the role and impact of business activities and supply chains on society, including the responsibilities and challenges that can arise across different economies and cultures.
- Develop the capability to investigate and learn independently in social science disciplines, to gather relevant information and to evaluate, question and creatively synthesise this information in critical analysis.
- Acquire a range of relevant key skills (such as communication, working with others, self-improvement and problem solving) in preparation for employment or further study.
- Develop familiarity with suitable scholarship techniques, the methods of social scientific research and the limitations of different methodologies.

5. What you will learn

The intended learning outcomes of the programme (what students should know, understand and be able to do at the end of the programme), can be described under the following headings:

- Subject knowledge and understanding
- Subject specific skills
- Key or transferable skills (including employability skills)

Subject knowledge and understanding

Successful students will be able to demonstrate knowledge and understanding of:

- Local and international organisations, and their supply chains within the changing environment in which they operate and how they are managed.
- The activity and impacts of managers and their extended operations across national boundaries, business policy and regulation, business ethics and strategies.
- Issues familiar to social science that affect or influence the business environment and supply chains such as globalisation, diversity, ethical or responsible business practice and technological change.
- The nature and importance of logistics planning, and project and quality management within business organisations

Subject specific skills

Successful students will be able to:

- Utilise a variety of theories to analyse developments in the world of business and international supply chains.
- Utilise a variety of methods of communicating ideas in business and supply chain management including graphical, poster-based, and essay exposition.
- Apply logical reasoning based on knowledge of business and supply chain management to a variety of theoretical and applied topics.
- Organise, present and analyse data using appropriate methodology for supply chain research. Frame a research problem, deciding upon the quality and limitations of a given approach.
- Evaluate the effectiveness of alternative supply chain, purchasing, and logistics strategies implemented

within global retail and manufacturing organisations

Key or transferable skills (including employability skills)

Successful students will be able to:

- Communicate using a variety of medium to a range of audiences.
- Work effectively both as an individual and as part of a diverse group or a team, recognising and respecting the viewpoints of others and developing understanding and awareness of leadership styles and their impacts upon projects.
- Work effectively with information technology, literature searches and library resources.
- Demonstrate effective skills in innovative problem-solving.
- Demonstrate and sustain effective approaches to learning and study, including time management, flexibility, creativity, intellectual integrity and professional management skills.

Keele Graduate attributes

Engagement with this programme will enable you to develop your intellectual, personal and professional capabilities. At Keele, we call these our ten Graduate Attributes and they include independent thinking, synthesizing information, creative problem solving, communicating clearly, and appreciating the social, environmental and global implications of your studies and activities. Our educational programme and learning environment is designed to help you to become a well-rounded graduate who is capable of making a positive and valued contribution in a complex and rapidly changing world, whichever spheres of life you engage in after your studies are completed.

Further information about the Keele Graduate Attributes can be found here: <http://www.keele.ac.uk/journey/>

6. How is the programme taught?

Learning and teaching methods used on the programme vary according to the subject matter and level of the module. They include the following:

- **Traditional lectures** accompanied by suggested reading for independent study, intended to provide a core framework of subject knowledge on which a systematic understanding of major principles can be built. Some lecture classes may feature activities such as mock auctions, quizzes that involve voting, or other interactive activities.
- **Tutor-led seminars** where students contribute to or lead a discussion on key topics or make a presentation on a specific point so as to develop critical thinking and permit the reflective individual expression of that core understanding.
- **Problem-based tutorials** (often based on scenarios rooted in the real world) in which students are expected to offer answers or solutions to previously provided problems but which also offer opportunity for students to direct specific questions to tutors and develop better understanding of the issues in question. These tutorials enable students to acquire and refine skills.
- **Practical, computer laboratory based classes** where students acquire the hands-on skills associated with describing, analysing and interpreting business data.
- There will be opportunities for **experiential learning** through industry site visits, industry projects, industry speakers.
- **Directed independent study** where students are referred to specific materials or asked to research and find information independently, which may extend to undertaking an independent research project under the supervision of an experienced tutor.
- Students may undertake **Web-based self-study exercises** using the University's virtual learning environment (KLE). The KLE gives students easy access to a wide range of resources and research tools and permits the use of online discussion, quizzes and blogs in teaching and learning whilst permitting students to develop improved IT knowledge.

In addition, students who complete the placement programme will conduct a skills audit in relation to their fit to sector skills demands, whilst critically evaluating their learning from the placement context.

Apart from these formal activities, students are also provided with regular opportunities to talk through particular areas of difficulty, and any special learning needs they may have, with their Academic Mentors or module lecturers on a one-to-one basis.

7. Teaching Staff

Keele Business School comprises subject expertise in Management, Supply Chains, Operations, HRM, Marketing, Finance, Economics and Accounting - professors, lecturers and teaching fellows. Most staff members have a Fellowship of AdvanceHE, and those that do not are actively working to attain them. Most

staff have PhD qualifications and a number have professional qualifications. All members of staff seek to ensure that module content represents up to date standards and legislation and reflects current relevant research, including the results of their own research.

The school maintains a strong commitment to excellence and innovation in teaching and research. Teaching is informed by research with teaching staff presenting and publishing academic papers at national and international conferences, in books and in internationally ranked journals.

The University will attempt to minimise changes to our core teaching teams, however, delivery of the programme depends on having a sufficient number of staff with the relevant expertise to ensure that the programme is taught to the appropriate academic standard.

Staff turnover, for example where key members of staff leave, fall ill or go on research leave, may result in changes to the programme's content. The University will endeavour to ensure that any impact on students is limited if such changes occur.

8. What is the structure of the Programme?

The academic year runs from September to June and is divided into two semesters. The number of weeks of teaching will vary from programme to programme, but you can generally expect to attend scheduled teaching sessions between the end of September and mid-December, and from mid-January to the end of April. Our degree courses are organised into modules. Each module is usually a self-contained unit of study and each is usually assessed separately with the award of credits on the basis of 1 credit = 10 hours of student effort. An outline of the structure of the programme is provided in the tables below.

There are three types of module delivered as part of your programme. They are:

- Compulsory modules - a module that you are required to study on this course;
- Optional modules - these allow you some limited choice of what to study from a list of modules
- Global Challenge Pathways - a choice of modules from different subject areas within the University that count towards the overall credit requirement but not the number of subject-related credits.

Students at Level 4 and Level 5 in 2023/24 have the option of taking a Global Challenge Pathway, which includes one 15-credit module in each year of the degree. Alternatively, a language module or an additional optional module can be taken instead. Information about Global Challenge Pathways can be found after the module lists for Level 5.

For further information on the content of modules currently offered, please visit:

<https://www.keele.ac.uk/recordsandexams/modulecatalogue/>

A summary of the credit requirements per year is as follows.

Year	Compulsory	Optional		Electives	
		Min	Max	Min	Max
Level 4	105	0	15	0	15
Level 5	105	0	15	0	15
Level 6	105	0	15	0	15

Students will have an opportunity to either choose one optional module from the list or the 'Global challenges Pathway (GCP)' elective. If the GCP elective is chosen at level 4 the same elective will be chosen at Level 5 and level 6 too.

Module Lists

Level 4

Compulsory modules	Module Code	Credits	Period
Quantitative Methods I	ECO-10026	15	Semester 1
Accounting Principles	MAN-10015	15	Semester 1
Marketing Principles	MAN-10019	15	Semester 1
Global Business Environment	MAN-10022	15	Semester 1
Introductory Macroeconomics	ECO-10029	15	Semester 2
Foundations of Human Resource Management	HRM-10007	15	Semester 2
Multinational Enterprise Business Perspectives	MAN-10026	15	Semester 2

Optional modules	Module Code	Credits	Period
Quantitative Methods II	ECO-10027	15	Semester 2
Introduction to International Business	MAN-10023	15	Semester 2
Managing in a changing society	MAN-10030	15	Semester 2
Consumer Behaviour 1	MAN-10031	15	Semester 2

NB: Global Challenge Pathways (GCPs) - students at Level 4 and Level 5 in 2023/24 have the option of taking a Global Challenge Pathway, which includes one 15-credit module in each year of the degree. Information on GCPs is shown under the Level 5 modules below.

Language modules

Students on this programme will also be able to study language modules offered by the Language Centre, as part of a Global Challenge Pathway. You can enrol on either a Modern Language module [more information available at this [link](#)] (Semester 1 only) or Teaching English to Speakers of Other Languages (TESOL) (Semesters 1 and 2) module (ENL-10053).

If you choose a Modern Language, you will automatically be enrolled on a Semester 2 Modern Language module as a continuation of your language of choice. Undertaking a Modern Languages module in Semester 2 is compulsory if you wish to continue to the language GCP the following academic year.

Level 5

Compulsory modules	Module Code	Credits	Period
Organisational Behaviour	MAN-20055	15	Semester 1
Managing in the Multinational Corporation	MAN-20084	15	Semester 1
Logistics and Transportation	MAN-20129	15	Semester 1
Supply Chain Planning and Control	MAN-20131	15	Semester 1
Operations and Quality Management	MAN-20053	15	Semester 2
Corporate Governance and Social Responsibility	MAN-20082	15	Semester 2
International Supply Chain Management	MAN-20083	15	Semester 2

Optional modules	Module Code	Credits	Period
Managing Human Resources	HRM-20015	15	Semester 2
Marketing Research	MAN-20059	15	Semester 2
Digital and Marketing Communications	MAN-20085	15	Semester 2
Social Enterprise and Alternative Organising	MAN-20093	15	Semester 2

Global Challenge Pathways (GCPs)

Students at Level 4 and Level 5 in 2023/24 have the option of taking a Global Challenge Pathway, which includes one 15-credit module in each year of the degree. Students at Level 5 will continue the Global Challenge Pathway they started at Level 4.

Global Challenge Pathways offer students the chance to fulfil an exciting, engaging route of interdisciplinary study. Choosing a pathway, students will be presented with a global issue or 'challenge' which directly relates to societal issues, needs and debates. They will be invited to take part in academic and external facing projects which address these issues, within an interdisciplinary community of students and staff. Students completing a Global Challenge Pathway will receive recognition on their degree certificate.

<p>Digital Futures</p>	<p>The Digital Futures pathway offers you the opportunity to become an active contributor to current debates, cutting-edge research, and projects with external partners, addressing both the exciting potential and the challenges of disruptive digital transformation across all spheres of life.</p> <p>Part of a diverse and interdisciplinary pathway community, you will engage in exciting, impactful collaborative project work in innovative formats. Engaged in real-world scenarios, you will use digital technology and creativity to promote inclusive, empowering, and sustainable change at local and global levels.</p> <p>Level 4 Module: A digital life: challenges and opportunities (GCP-10005)</p> <p>Level 5 Module: Digital World - People, Spaces, and Data (GCP-20005)</p>
<p>Climate Change & Sustainability</p>	<p>Through the Climate Change & Sustainability pathway you will develop the skills, understanding and drive to become agents of change to tackle climate change and wider sustainability challenges.</p> <p>You will work with international partners to explore climate change and sustainability in different international contexts; lead your own projects to drive real change in your communities; and be part of educating others to help achieve a more sustainable future.</p> <p>Level 4 Module: Climate Change and Sustainable Futures: Global Perspectives (GCP-10009)</p> <p>Level 5 Module: Climate Change and Sustainability: Action and Activism (GCP-20009)</p>

<p>Social Justice</p>	<p>Students on this pathway will embark on a reflective journey drawing upon decolonising, feminist, and ethical perspectives on social justice, forging transformative outputs as agents of change.</p> <p>You will enter a dialogue with local, national, and international partners from Universities, NGOs, International Human Rights Committees. You will engage with key societal challenges, for example Covid 19 as a social crisis with impact on gender and racial identities. The pathway will allow you to monitor and critically evaluate policies and human rights treaties, and produce and disseminate digitally fluent, international and sustainable project findings.</p> <p>Level 4 Module: Reflections on Social Injustices, Past and Present (GCP-10003)</p> <p>Level 5 Module: Strategic Interventions for Social Justice (GCP-20003)</p>
<p>Enterprise & the Future of Work</p>	<p>If we are to achieve the promise of Sustainable Development Goals, solve the climate crisis and take advantage of the changes that the digital revolution provide, we need to understand the power of enterprise and prepare for future contexts of work, creativity and disruption.</p> <p>Supporting you to be part of future-facing solutions, this pathway will give you the ability to make judgements on the utilisation of resources, labour and capital. It will support you in developing creative, original thinking, allowing you to collaborate on projects that persuade and effect change, setting you up to thrive in future environments of work and innovation.</p> <p>Level 4 Module: Enterprise and the Future of Work (GCP-10007)</p> <p>Level 5 Module: Enterprise and the Future of Work: Collaborate to Innovate (GCP-20007)</p>
<p>Global Health Challenges</p>	<p>By taking the global health challenge pathway you will develop solutions to improve the health and quality of life for particular people and communities, engaging with these groups to co-design interventions.</p> <p>This pathway will provide you with skills that go beyond a focus on health and will allow you to develop your ability to work in a team and lead change in society. The knowledge, skills and work experience will complement your core degree and enhance your career opportunities and graduate aspirations.</p> <p>Level 4 Module: Key concepts and challenges in global health (GCP-10001)</p> <p>Level 5 Module: Using Evidence to Improve Global Health (GCP-20001)</p>

Languages & Intercultural Awareness

An understanding of language and culture opens the doorway to understanding what happens, why it happens and how you can make a difference. Why learn Russian now? How will an understanding of intercultural values impact on global development? How can you use English to work your way around the world? Importantly - how do language and culture impact on the UN Sustainability Goals?

The Languages and Intercultural Awareness pathway offers you four distinct strands.

The Language Specialist: Become a specialist in one of our languages and graduate with a degree title that includes '... with competency in (Language)'.
The Language Taster: Explore a new language every year

The Certificate in TESOL (Teaching English to Speakers of Other Languages): Train to teach English as a Foreign Language, gain a globally recognised teaching qualification and work with asylum seekers and refugees.

The Intercultural Explorer: Explore cultural practices around the world and discover how the power of language and culture can be forces for breaking down barriers and achieving intercultural understanding, but how they can also be used to create political and social barricades.

Modules available:

The Language Specialist:

Any Semester 1 Language Module (the level at which you enter will be determined by your previous language learning experiences).

The Language Taster:

Any Semester 1 Language Module (the level at which you enter will be determined by your previous language learning experiences)

The Certificate in TESOL:

ENL-10053 TESOL 1

ENL-20007 TESOL 2

The Intercultural Explorer:

ENL-10057 The stories we live by

ENL-20009 Who do you think you are?

Information on Global Challenge Pathways can be found here:
<https://www.keele.ac.uk/study/undergraduate/globalchallengepathways/>

Language modules

You can enrol on the continuing Modern Language module [more information available at this [link](#)] (Semester 1 only) or the continuing TESOL (Semesters 1 and 2) module (ENL-20007).

If you choose a Modern Language, you will automatically be enrolled on a Semester 2 Modern Language module as a continuation of your GCP Modern Language of choice. Undertaking a Modern Languages module in Semester 2 is compulsory if you wish to continue to the language GCP the following academic year.

Level 6

Compulsory modules	Module Code	Credits	Period
Business Strategy	MAN-30048	15	Semester 1
Contemporary Retail Environments	MAN-30053	15	Semester 1
Comparative Business Cultures	MAN-30056	15	Semester 1
Supply Chain and Logistics Dissertation	MAN-30099	30	Semester 1-2
Managing International Projects	MAN-30065	15	Semester 2
Procurement and Sustainability Management	MAN-30097	15	Semester 2

Optional modules	Module Code	Credits	Period
Industrial Organisation	ECO-30046	15	Semester 2
The Audit Framework	MAN-30039	15	Semester 2
Contemporary Issues in Management	MAN-30047	15	Semester 2
Marketing and Globalisation	MAN-30060	15	Semester 2

Language modules: You can enrol on a Modern Language module (Semester 1 or Semester 2).

Learning Outcomes

The table below sets out what students learn in the programme and the modules in which that learning takes place. Details of how learning outcomes are assessed through these modules can be found in module specifications.

Level 4

Subject Knowledge and Understanding	
Learning Outcome	Module in which this is delivered
Local and international organisations, and their supply chains within the changing environment in which they operate and how they are managed.	Introductory Macroeconomics - ECO-10029 Global Business Environment - MAN-10022 Multinational Enterprise Business Perspectives - MAN-10026
The activity and impacts of managers and their extended operations across national boundaries, business policy and regulation, business ethics and strategies.	Multinational Enterprise Business Perspectives - MAN-10026 Foundations of Human Resource Management - HRM-10007 Global Business Environment - MAN-10022
Issues familiar to social science that affect or influence the business environment and supply chains such as globalisation, diversity, ethical or responsible business practice and technological change.	Global Business Environment - MAN-10022 Marketing Principles - MAN-10019 Multinational Enterprise Business Perspectives - MAN-10026
The nature and importance of logistics planning, and project and quality management within business organisations	Quantitative Methods I - ECO-10026 Accounting Principles - MAN-10015 Global Business Environment - MAN-10022

Subject Specific Skills	
Learning Outcome	Module in which this is delivered
Utilise a variety of theories to analyse developments in the world of business and international supply chains.	Global Business Environment - MAN-10022 Accounting Principles - MAN-10015 Multinational Enterprise Business Perspectives - MAN-10026
Utilise a variety of methods of communicating ideas in business and supply chain management including graphical, poster-based, and essay exposition.	Marketing Principles - MAN-10019 Multinational Enterprise Business Perspectives - MAN-10026 Global Business Environment - MAN-10022
Apply logical reasoning based on knowledge of business and supply chain management to a variety of theoretical and applied topics.	Introductory Macroeconomics - ECO-10029 Multinational Enterprise Business Perspectives - MAN-10026 Global Business Environment - MAN-10022
Organise, present and analyse data using appropriate methodology for supply chain research. Frame a research problem, deciding upon the quality and limitations of a given approach.	Quantitative Methods I - ECO-10026 Multinational Enterprise Business Perspectives - MAN-10026
Evaluate the effectiveness of alternative supply chain, purchasing, and logistics strategies implemented within global retail and manufacturing organisations	Marketing Principles - MAN-10019 Global Business Environment - MAN-10022

Key or Transferable Skills (graduate attributes)	
Learning Outcome	Module in which this is delivered
Communicate using a variety of medium to a range of audiences.	Foundations of Human Resource Management - HRM-10007 Global Business Environment - MAN-10022 Marketing Principles - MAN-10019
Work effectively both as an individual and as part of a diverse group or a team, recognising and respecting the viewpoints of others and developing understanding and awareness of leadership styles and their impacts upon projects.	Marketing Principles - MAN-10019 Global Business Environment - MAN-10022
Work effectively with information technology, literature searches and library resources.	Global Business Environment - MAN-10022 Introductory Macroeconomics - ECO-10029 Quantitative Methods I - ECO-10026
Demonstrate effective skills in innovative problem-solving.	Introductory Macroeconomics - ECO-10029 Multinational Enterprise Business Perspectives - MAN-10026 Marketing Principles - MAN-10019
Demonstrate and sustain effective approaches to learning and study, including time management, flexibility, creativity, intellectual integrity and professional management skills.	Marketing Principles - MAN-10019 Global Business Environment - MAN-10022 Multinational Enterprise Business Perspectives - MAN-10026

Level 5

Subject Knowledge and Understanding	
Learning Outcome	Module in which this is delivered
Local and international organisations, and their supply chains within the changing environment in which they operate and how they are managed.	Logistics and Transportation - MAN-20129 Managing in the Multinational Corporation - MAN-20084 International Supply Chain Management - MAN-20083
The activity and impacts of managers and their extended operations across national boundaries, business policy and regulation, business ethics and strategies.	Managing in the Multinational Corporation - MAN-20084 Corporate Governance and Social Responsibility - MAN-20082 Organisational Behaviour - MAN-20055
Issues familiar to social science that affect or influence the business environment and supply chains such as globalisation, diversity, ethical or responsible business practice and technological change.	Managing in the Multinational Corporation - MAN-20084 International Supply Chain Management - MAN-20083
The nature and importance of logistics planning, and project and quality management within business organisations	Operations and Quality Management - MAN-20053 Logistics and Transportation - MAN-20129

Subject Specific Skills	
Learning Outcome	Module in which this is delivered
Utilise a variety of theories to analyse developments in the world of business and international supply chains.	Operations and Quality Management - MAN-20053 International Supply Chain Management - MAN-20083 Logistics and Transportation - MAN-20129
Utilise a variety of methods of communicating ideas in business and supply chain management including graphical, poster-based, and essay exposition.	Corporate Governance and Social Responsibility - MAN-20082 International Supply Chain Management - MAN-20083
Apply logical reasoning based on knowledge of business and supply chain management to a variety of theoretical and applied topics.	Managing in the Multinational Corporation - MAN-20084 Logistics and Transportation - MAN-20129 Operations and Quality Management - MAN-20053
Organise, present and analyse data using appropriate methodology for supply chain research. Frame a research problem, deciding upon the quality and limitations of a given approach.	International Supply Chain Management - MAN-20083 Logistics and Transportation - MAN-20129 Supply Chain Planning and Control - MAN-20131
Evaluate the effectiveness of alternative supply chain, purchasing, and logistics strategies implemented within global retail and manufacturing organisations	Logistics and Transportation - MAN-20129 International Supply Chain Management - MAN-20083 Corporate Governance and Social Responsibility - MAN-20082 Operations and Quality Management - MAN-20053

Key or Transferable Skills (graduate attributes)	
Learning Outcome	Module in which this is delivered
Communicate using a variety of medium to a range of audiences.	Logistics and Transportation - MAN-20129 Operations and Quality Management - MAN-20053
Work effectively both as an individual and as part of a diverse group or a team, recognising and respecting the viewpoints of others and developing understanding and awareness of leadership styles and their impacts upon projects.	Logistics and Transportation - MAN-20129 International Supply Chain Management - MAN-20083 Operations and Quality Management - MAN-20053
Work effectively with information technology, literature searches and library resources.	International Supply Chain Management - MAN-20083 Logistics and Transportation - MAN-20129
Demonstrate effective skills in innovative problem-solving.	Logistics and Transportation - MAN-20129 International Supply Chain Management - MAN-20083
Demonstrate and sustain effective approaches to learning and study, including time management, flexibility, creativity, intellectual integrity and professional management skills.	Operations and Quality Management - MAN-20053 International Supply Chain Management - MAN-20083 Logistics and Transportation - MAN-20129

Level 6

Subject Knowledge and Understanding	
Learning Outcome	Module in which this is delivered
Local and international organisations, and their supply chains within the changing environment in which they operate and how they are managed.	Procurement and Sustainability Management - MAN-30097 Business Strategy - MAN-30048 Contemporary Retail Environments - MAN-30053 Managing International Projects - MAN-30065
The activity and impacts of managers and their extended operations across national boundaries, business policy and regulation, business ethics and strategies.	Business Strategy - MAN-30048 Procurement and Sustainability Management - MAN-30097 Comparative Business Cultures - MAN-30056
Issues familiar to social science that affect or influence the business environment and supply chains such as globalisation, diversity, ethical or responsible business practice and technological change.	Managing International Projects - MAN-30065 Comparative Business Cultures - MAN-30056 Procurement and Sustainability Management - MAN-30097
The nature and importance of logistics planning, and project and quality management within business organisations	Managing International Projects - MAN-30065 Procurement and Sustainability Management - MAN-30097

Subject Specific Skills	
Learning Outcome	Module in which this is delivered
Utilise a variety of theories to analyse developments in the world of business and international supply chains.	Procurement and Sustainability Management - MAN-30097 Contemporary Retail Environments - MAN-30053
Utilise a variety of methods of communicating ideas in business and supply chain management including graphical, poster-based, and essay exposition.	Comparative Business Cultures - MAN-30056 Business Strategy - MAN-30048 Procurement and Sustainability Management - MAN-30097
Apply logical reasoning based on knowledge of business and supply chain management to a variety of theoretical and applied topics.	Supply Chain and Logistics Dissertation - MAN-30099 Managing International Projects - MAN-30065 Contemporary Retail Environments - MAN-30053 Procurement and Sustainability Management - MAN-30097
Organise, present and analyse data using appropriate methodology for supply chain research. Frame a research problem, deciding upon the quality and limitations of a given approach.	Supply Chain and Logistics Dissertation - MAN-30099 Procurement and Sustainability Management - MAN-30097
Evaluate the effectiveness of alternative supply chain, purchasing, and logistics strategies implemented within global retail and manufacturing organisations	Contemporary Retail Environments - MAN-30053 Supply Chain and Logistics Dissertation - MAN-30099 Procurement and Sustainability Management - MAN-30097

Key or Transferable Skills (graduate attributes)	
Learning Outcome	Module in which this is delivered
Communicate using a variety of medium to a range of audiences.	Supply Chain and Logistics Dissertation - MAN-30099 Comparative Business Cultures - MAN-30056 Procurement and Sustainability Management - MAN-30097
Work effectively both as an individual and as part of a diverse group or a team, recognising and respecting the viewpoints of others and developing understanding and awareness of leadership styles and their impacts upon projects.	Comparative Business Cultures - MAN-30056 Business Strategy - MAN-30048
Work effectively with information technology, literature searches and library resources.	Contemporary Retail Environments - MAN-30053 Supply Chain and Logistics Dissertation - MAN-30099
Demonstrate effective skills in innovative problem-solving.	Supply Chain and Logistics Dissertation - MAN-30099 Procurement and Sustainability Management - MAN-30097
Demonstrate and sustain effective approaches to learning and study, including time management, flexibility, creativity, intellectual integrity and professional management skills.	Supply Chain and Logistics Dissertation - MAN-30099 Comparative Business Cultures - MAN-30056 Managing International Projects - MAN-30065

9. Final and intermediate awards

Credits required for each level of academic award are as follows:

Honours Degree	360 credits	You will require at least 120 credits at levels 4, 5 and 6 You must accumulate at least 270 credits in your main subject (out of 360 credits overall), with at least 90 credits in each of the three years of study, to graduate with a named single honours degree in this subject.
Diploma in Higher Education	240 credits	You will require at least 120 credits at level 4 or higher and at least 120 credits at level 5 or higher
Certificate in Higher Education	120 credits	You will require at least 120 credits at level 4 or higher

International Year option: in addition to the above students must pass a module covering the international year in order to graduate with a named degree including the 'international year' wording. Students who do not complete, or fail the international year, will be transferred to the three-year version of the programme.

Work Placement Year option: in addition to the above students must pass a non-credit bearing module covering the work placement year in order to graduate with a named degree including the 'with Work Placement Year' wording. Students who do not complete, or fail the work placement year, will be transferred to the three-year version of the programme.

10. How is the Programme Assessed?

The wide variety of assessment methods used on this programme at Keele reflects the broad range of knowledge and skills that are developed as you progress through the degree programme. Teaching staff pay particular attention to specifying clear assessment criteria and providing timely, regular and constructive feedback that helps to clarify things you did not understand and helps you to improve your performance. The following list is representative of the variety of assessment methods used on your programme:

- **Essays** including those based on case study material, test the quality and application of subject knowledge. In addition they allow you to demonstrate your ability to carry out basic bibliographic research and to communicate your ideas effectively in writing in an appropriate scholarly style using the Harvard system of referencing. Essays may be individual or based on working in a group and may also include a computational aspect.
- **Class tests** taken either conventionally or online via the Keele Learning Environment (KLE) as Computer based tests assess your subject knowledge and your ability to apply it in a more structured and focused way compared to essays.
- **Final examinations**, in different formats, test your knowledge and understanding of the module. Examinations may consist of essay, short answer, multiple choice questions and computational answers depending on the module.
- **Individual report**, where you produce a document that sets out your response to the task, including your recommendations and conclusions.
- **Group report**, where you collaborate with a group of fellow students and produce a document that sets out the response to the task, including the recommendations and conclusions.
- **Group presentation**, where you collaborate with a group of fellow students and present your findings to other students on the module and the module tutor.
- **Individual presentation, Videos**, where students will create and produce presentations (in either powerpoint or video formats) to discuss subject specific topics or analysis of data from business cases
- **Portfolios**, where you assemble pieces of work to demonstrate your engagement with and understanding of a topic, either individually or in a group.
Work Placement reflection on work placement activity and development of employability skills.

Marks are awarded for summative assessments designed to assess your achievement of learning outcomes. You will also be assessed formatively to enable you to monitor your own progress and to assist staff in identifying and addressing any specific learning needs. Feedback, including guidance on how you can improve the quality of your work, is also provided on all summative assessments within three working weeks of submission, unless there are compelling circumstances that make this impossible, and more informally in the course of tutorial and seminar discussions.

11. Contact Time and Expected Workload

This contact time measure is intended to provide you with an indication of the type of activity you are likely to undertake during this programme. The data is compiled based on module choices and learning patterns of students on similar programmes in previous years. Every effort is made to ensure this data is a realistic representation of what you are likely to experience, but changes to programmes, teaching methods and assessment methods mean this data is representative and not specific.

Undergraduate courses at Keele contain an element of module choice; therefore, individual students will experience a different mix of contact time and assessment types dependent upon their own individual choice of modules. The figures below are an example of activities that a student may expect on your chosen course by year stage of study. Contact time includes scheduled activities such as: lecture, seminar, tutorial, project supervision, demonstration, practical classes and labs, supervised time in labs/workshop, fieldwork and external visits. The figures are based on 1,200 hours of student effort each year for full-time students.

Activity

	Scheduled learning and teaching activities	Guided independent Study	Placements
Year 1 (Level 4)	17%	83%	0%
Year 2 (Level 5)	16%	84%	0%
Year 3 (Level 6)	15%	85%	0%

12. Accreditation

This programme does not have accreditation from an external body.

We will aim for accreditation from the Chartered Institute of Logistics and Transport after one year.

13. University Regulations

The University Regulations form the framework for learning, teaching and assessment and other aspects of the student experience. Further information about the University Regulations can be found at: <http://www.keele.ac.uk/student-agreement/>

If this programme has any exemptions, variations or additions to the University Regulations these will be detailed in an Annex at the end of this document titled 'Programme-specific regulations'.

A student who has completed a semester abroad will not normally be eligible to transfer onto the International Year option.

A student is not allowed to study both the International Year option and the Work Placement Year

14. What are the typical admission requirements for the Programme?

See the relevant course page on the website for the admission requirements relevant to this programme: <https://www.keele.ac.uk/study/>

Applicants who are not currently undertaking any formal study or who have been out of formal education for more than 3 years and are not qualified to A-level or BTEC standard may be offered entry to the University's Foundation Year Programme.

Applicants for whom English is not a first language must provide evidence of a recognised qualification in English language. The minimum score for entry to the Programme is Academic IELTS 6.0 or equivalent.

English for Academic Purposes

Please note: All new international students entering the university will sit a diagnostic language assessment. Using this assessment, the Language Centre may allocate you to an English language module which will become compulsory. This will replace any GCP modules. *NB:* students can take an EAP module only with the approval of the English Language Programme Director and are not able to take any other Language modules

in the same academic year.

English Language Modules at Level 4:

- Business - ENL-90003 Academic English for Business Students (Part 1); ENL-90004 Academic English for Business Students (2)
- Science - ENL-90013 Academic English for Science Students
- General - ENL-90006 English for Academic Purposes 2; ENL-90001 English for Academic Purposes 3; ENL-90002 English for Academic Purposes 4

Recognition of Prior Learning (RPL) is considered on a case-by-case basis and those interested should contact the Programme Director. The University's guidelines on this can be found here:

<http://www.keele.ac.uk/qa/accréditationofpriorlearning/>

15. How are students supported on the programme?

Support for student learning on the Programme is provided in the following ways:

- Module tutors are responsible for providing support for learning on the modules. They also give individual feedback on module assessments and more general feedback on examinations.
- Every student is allocated to an Academic Mentor who is responsible for reviewing and advising on students' academic progress.
- Academic Mentors also act as a first point of contact for students on non-academic issues that may affect their learning and can refer students on to a range of specialist health, welfare and financial services co-ordinated by the University's Student Services.
- Student Voice Representatives - provide a focus for issues at module and year level to be raised.
- Students for whom English is not their first language are offered language classes, facilities and services by the University's Language Centre. In addition to credit-bearing modules on English for academic study, students also have access to one-to-one tutorials for individual help and advice, and to a wealth of resources for self-study and practice.
- All members of teaching staff on the course are available to see students during office hours, if available, and by appointment.

Placement Tutor: Whilst students will be expected to find their own placements, Keele Business School has a placement officer who will assist in providing support throughout the placement process. In addition to this, students undertaking the placement degree programme will be provided with an academic tutor, based at Keele. Support offered will ensure the appropriateness of the placement prior to starting the Placement Year, and email/online/face to face contact throughout the placement at regular intervals.

Novus Lite Pathway:

Students on the Novus Lite pathway from year 2 onwards will also be supported by the operational manager of the Novus Trust. Students will have an industry mentor supporting them in developing their career aspirations.

16. Learning Resources

Teaching takes place in a variety of lecture theatres and tutorial rooms, all of which have appropriate audio-visual equipment. Copies of set texts are available in the campus library with an increasing number available as e-books, together with electronic access to a wide variety of relevant academic journals.

All modules make extensive use of the Keele Learning Environment meaning that students have access to detailed module materials (lecture notes, tutorial activities, journal articles and so on) anywhere and anytime that they have access to the internet.

Within this course, students will have experiential learning through site visits, and industry speakers.

17. Other Learning Opportunities

Study Abroad (International Year)

A summary of the International Year, which is a potential option for students after completion of year 2 (Level 5), is provided in the Annex for the International Year.

Work Placement Year

Students have the opportunity to apply directly for the 4-year 'with Work Placement Year' degree programme or to transfer onto the 4-year degree programme at the end of Year-1 and in Year-2 at the end of Semester 1.

Students who are initially registered for the 4-year degree programme may transfer onto the 3-year degree programme at any point in time, prior to undertaking their year-long placement.

To be eligible for the placement year, students must have a good University attendance record. They must also have passed all Year 1 and Year 2 Semester 1 modules. Students must have met the progression requirements to proceed to their final year of study prior to commencing a placement.

Students wishing to take the work placement year should meet with the Programme Director to obtain their signature to confirm agreement before they will be allowed to commence their placement.

International students who require a Tier 4 visa must check with the Immigration Compliance Team prior to commencing any form of placement.

A summary of the Work Placement Year, which is a potential option for students after completion of year 2 (Level 5), is provided in the Annex for the Work Placement Year.

Work Placement Year (Novus Lite)

Students who wish to join the Novus Lite pathway (which provides a paid work placement in year 3, and industry mentors through years 2,3,4) will be required to attend an assessment centre at the end of year 1. If successful, the students will be invited to be part of the Novus Lite cohort. Students will be required to gain a 2:1 award in the first year.

Additionally, students will be required to meet the Work Placement Year eligibility requirements for Keele University. Students must have a good University attendance record. They must also have passed all Year 1 and Year 2 Semester 1 modules. Students must have met the progression requirements to proceed to their final year of study prior to commencing a placement.

Study abroad (semester) - only for non-Novus pathway students

Students on the programme have the potential opportunity to spend a semester abroad in their second year studying at one of Keele's international partner universities. Please note that students cannot take both a Global Challenge Pathway (GCP) and the semester abroad option.

Exactly which countries are available depends on the student's choice of degree subjects. An indicative list of countries is on the website (<http://www.keele.ac.uk/studyabroad/partneruniversities/>); however this does not guarantee the availability of study in a specific country as this is subject to the University's application process for studying abroad.

No additional tuition fees are payable for a single semester studying abroad but students do have to bear the costs of travelling to and from their destination university, accommodation, food and personal costs. Depending on the destination they are studying at additional costs may include visas, study permits, residence permits, and compulsory health checks. Students should expect the total costs of studying abroad to be greater than if they study in the UK, information is made available from the Global Education Team throughout the process, as costs will vary depending on destination.

Whilst students are studying abroad any Student Finance eligibility will continue, where applicable students may be eligible for specific travel or disability grants. Students who meet external eligibility criteria may be eligible for grants as part of this programme. Students studying outside of this programme may be eligible for income dependent bursaries at Keele. Students travel on a comprehensive Keele University insurance plan, for which there are currently no additional charges. Some governments and/or universities require additional compulsory health coverage plans; costs for this will be advised during the application process.

18. Additional Costs

Work Placement Year Costs

For Novus Lite pathway, students will be supported by the Novus Trust for gaining a paid work placement with one of the Novus Trust companies.

For Non-Novus, students will be responsible for organising their own placement, with the support of the university placement officer. This allows students to choose when and where to carry out their placement, taking into consideration the potential living and travel expenses, for which they will be responsible. Students are encouraged to consider the potential costs incurred in carrying out the placement at the time of setting these up. Further guidance and support on these considerations is available from the Faculty Placement Officer.

International Year costs

Students undertaking international year will incur costs associated with living abroad, travel, food, and any other costs incurred during year.

These costs have been forecast by the University as accurately as possible but may be subject to change as a result of factors outside of our control (for example, increase in costs for external services). Forecast costs are reviewed on an annual basis to ensure they remain representative. Where additional costs are in direct control of the University we will ensure increases do not exceed 5%.

As to be expected there will be additional costs for inter-library loans and potential overdue library fines, print and graduation. We do not anticipate any further costs for this programme.

19. Quality management and enhancement

The quality and standards of learning in this programme are subject to a continuous process of monitoring, review and enhancement.

- The School Education Committee is responsible for reviewing and monitoring quality management and enhancement procedures and activities across the School.
- Individual modules and the programme as a whole are reviewed and enhanced every year in the annual programme review which takes place at the end of the academic year.
- The programmes are run in accordance with the University's Quality Assurance procedures and are subject to periodic reviews under the Revalidation process.

Student evaluation of, and feedback on, the quality of learning on every module takes place every year using a variety of different methods:

- The results of student evaluations of all modules are reported to module leaders and reviewed by the Programme Committee as part of annual programme review.
- Findings related to the programme from the annual National Student Survey (NSS), and from regular surveys of the student experience conducted by the University, are subjected to careful analysis and a planned response at programme and School level.
- Feedback received from representatives of students in all three years of the programme is considered and acted on at regular meetings of the Student Staff Voice Committee.

The University appoints senior members of academic staff from other universities to act as external examiners on all programmes. They are responsible for:

- Approving examination questions
- Confirming all marks which contribute to a student's degree
- Reviewing and giving advice on the structure and content of the programme and assessment procedures

Information about current external examiner(s) can be found here:

<http://www.keele.ac.uk/ga/externalexaminers/currentexternalexaminers/>

20. The principles of programme design

The programme described in this document has been drawn up with reference to, and in accordance with the guidance set out in, the following documents:

a. UK Quality Code for Higher Education, Quality Assurance Agency for Higher Education:

<http://www.qaa.ac.uk/quality-code>

b. QAA Subject Benchmark Statement (2019): [QAA subject Benchmark statement for Business and Management](#)

c. Keele University Regulations and Guidance for Students and Staff: <http://www.keele.ac.uk/regulations>

21. Annex - International Year

Business and Supply Chain Management with International Year

International Year Programme

Students registered for this Single Honours programme may either be admitted for or apply to transfer during their period of study at Level 5 to the International Year option. Students accepted onto this option will have an extra year of study (the International Year) at an international partner institution after they have completed Year 2 (Level 5) at Keele.

Students who successfully complete both the second year (Level 5) and the International Year will be permitted to progress to Level 6. Students who fail to satisfy the examiners in respect of the International Year will normally revert to the standard programme and progress to Level 6 on that basis. The failure will be recorded on the student's final transcript.

Study at Level 4, Level 5 and Level 6 will be as per the main body of this document. The additional detail contained in this annex will pertain solely to students registered for the International Year option.

International Year Programme Aims

In addition to the programme aims specified in the main body of this document, the international year programme of study aims to provide students with:

1. Personal development as a student and a researcher with an appreciation of the international dimension of their subject
2. Experience of a different culture, academically, professionally and socially

Entry Requirements for the International Year

Students may apply to the 4-year programme during Level 5. Admission to the International Year is subject to successful application, interview and references from appropriate staff.

The criteria to be applied are:

- Academic Performance (an average of 55% across all modules in Semester 1 at Level 5 is normally required. Places on the International Year are then conditional on achieving an average mark of 55% across all Level 5 modules. Students with up to 15 credits of re-assessment who meet the 55% requirement may progress to the International Year. Where no Semester 1 marks have been awarded performance in 1st year marks and ongoing 2nd year assessments are taken into account)
- General Aptitude (to be demonstrated by application for study abroad, interview during the 2nd semester of year 2 (Level 5), and by recommendation of the student's Academic Mentor, 1st and 2nd year tutors and programme director)

Students may not register for both an International Year and a Placement Year.

Student Support

Students will be supported whilst on the International Year via the following methods:

- Phone or Skype conversations with Study Abroad tutor, in line with recommended Academic Mentoring meeting points.
- Support from the University's Global Education Team

Learning Outcomes

In addition to the learning outcomes specified in the main text of the Programme Specification, students who complete a Keele undergraduate programme with International Year will be able to:

1. Describe, discuss and reflect upon the cultural and international differences and similarities of different learning environments
2. Discuss the benefits and challenges of global citizenship and internationalisation
3. Explain how their perspective on their academic discipline has been influenced by locating it within an international setting.
4. Design, plan and critically evaluate research projects with respect to supply chains, recording relevant information accurately and systematically and be able to reflect on a range of sources in a critical manner.
5. Integrate, apply and develop enhanced principles relating to the analysis of logistics and supply chain, to recognise, describe and explain challenges regarding international supply chains

In addition, students who complete the International Year will be able to:

These learning outcomes will all be assessed by the submission of a satisfactory individual learning agreement, the successful completion of assessments at the partner institution and the submission of the reflective portfolio element of the international year module.

Regulations

Students registered for the International Year are subject to the programme-specific regulations (if any) and the University regulations. In addition, during the International Year, the following regulations will apply:

Students undertaking the International Year must complete 120 credits, which must comprise *at least 40%* in the student's discipline area.

This may impact on your choice of modules to study, for example you will have to choose certain modules to ensure you have the discipline specific credits required.

Students are barred from studying any module with significant overlap to the Level 6 modules they will study on their return. Significant overlap with Level 5 modules previously studied should also be avoided.

Additional costs for the International Year

Tuition fees for students on the International Year will be charged at 15% of the annual tuition fees for that year of study, as set out in Section 1. The International Year can be included in your Student Finance allocation, to find out more about your personal eligibility see: www.gov.uk

Students will have to bear the costs of travelling to and from their destination university, accommodation, food and personal costs. Depending on the destination they are studying at additional costs may include visas, study permits, residence permits, and compulsory health checks. Students should expect the total costs of studying abroad be greater than if they study in the UK, information is made available from the Global Education Team throughout the process, as costs will vary depending on destination.

Students who meet external eligibility criteria may be eligible for grants as part of this programme. Students studying outside of this programme may be eligible income dependent bursaries at Keele.

Students travel on a comprehensive Keele University insurance plan, for which there are currently no additional charges. Some Governments and/or universities require additional compulsory health coverage plans; costs for this will be advised during the application process.

22. Annex - Work Placement Year (Industrial Placement)

Business and Supply Chain Management with Work Placement Year

Work Placement Year summary

Students registered for this programme may either be admitted for or apply to transfer during their studies to the 'with Work Placement Year' option (NB: for Combined Honours students the rules relating to the work placement year in the subject where the placement is organised are to be followed). Students accepted onto this programme will have an extra year of study (the Work Placement Year) with a relevant placement provider after they have completed Year 2 (Level 5) at Keele.

Students who successfully complete both the second year (Level 5) and the Work Placement Year will be permitted to progress to Level 6. Students who fail to satisfactorily complete the Work Placement Year will normally revert to the 3-year programme and progress to Level 6 on that basis. The failure will be recorded on the student's final transcript.

Study at Level 4, Level 5 and Level 6 will be as per the main body of this document. The additional detail contained in this annex will pertain solely to students registered for the Work Placement Year option.

Work Placement Year Programme Aims

In addition to the programme aims specified in the main body of this document, the Work Placement Year aims to provide students with:

1. The opportunity to carry out a long-term placement based learning experience (minimum 30 weeks equivalent of full-time work) between Years 2 and 3 (Levels 5 and 6) of their degree programme.

Entry Requirements for the Work Placement Year

Admission to the Work Placement Year is subject to successful application, interview and references from appropriate staff. Students have the opportunity to apply directly for the 4-year 'with work placement year' degree programme, or to transfer onto the 4-year programme at the end of Year-1 and in Year-2 at the end of Semester 1. Students who are initially registered for the 4-year degree programme may transfer onto the 3-year degree programme at any point in time, prior to undertaking the year-long work placement. Students who fail to pass the work placement year, and those who fail to meet the minimum requirements of the work placement year module (minimum 30 weeks full time (1,050 hours), or equivalent, work placement), will be automatically transferred onto the 3-year degree programme.

The criteria to be applied are:

- A good University attendance record and be in 'good academic standing'.
- Passed all Year-1 and Year-2 Semester 1 modules
- Students undertaking work placements will be expected to complete a Health and Safety checklist prior to commencing their work experience and will be required to satisfy the Health and Safety regulations of the company or organisation at which they are based.
- (*International students only*) Due to visa requirements, it is not possible for international students who require a Tier 4 Visa to apply for direct entry onto the 4-year with Work Placement Year degree programme. Students wishing to transfer onto this programme should discuss this with student support, the academic tutor for the work placement year, and the Programme Lead. Students should be aware that there are visa implications for this transfer, and it is the student's responsibility to complete any and all necessary processes to be eligible for this programme. There may be additional costs, including applying for a new Visa from outside of the UK for international students associated with a transfer to the work placement programme.

Students may not register for both an International Year and a Work Placement Year.

Student Support

Students will be supported whilst on the Work Placement Year via the following methods:

- Regular contact between the student and a named member of staff who will be assigned to the student as their University supervisor. The University supervisor will be in regular contact with the student throughout the year, and be on hand to provide advice (pastoral or academic) and liaise with the Placement supervisor on the student's behalf if required.
- Two formal contacts with the student during the placement year: the University supervisor will visit the student in their placement organization at around the 5 weeks after placement has commenced, and then visit again (or conduct a telephone/video call tutorial) at around 15 weeks into the placement.
- Weekly supervision sessions will take place with the placement supervisor (or his/her nominee) throughout the duration of the placement.

Learning Outcomes

In addition to the learning outcomes specified in the main text of the Programme Specification, students who complete the 'with Work Placement Year' option will be able to:

1. Evaluate their own employability skills (via a SWOT analysis) together with an analysis of sector skill demands to create Intended Placement Outcomes in order to develop the skill areas which they have identified as being weak or needing further enhancement.
2. Develop, through practice on placement, the employment-related skills identified through their SWOT analysis and Intended Learning Outcomes.
3. Reflect on and apply academic themes, concepts and theory as explored at Level 4 and Level 5 to complex real situations on work placement.
4. Reflect on and critically evaluate their learning from the work placement and previous learning.
5. Explain how their chosen professional or placement sector operates and what skills are needed to develop their career.

These learning outcomes will be assessed through the non-credit bearing Work Placement Year module (MAN-30068) which involves:

1. the submission of two portfolios of evidence, one at the beginning of the placement (usually after six weeks into the placement) and one at the end of the placement and before the start of their final year of undergraduate studies.

Regulations

Students registered for the 'with Work Placement Year' option are subject to programme-specific regulations (if any) and the University regulations. In addition, during the Work Placement Year, the following regulations will apply:

- Students undertaking the Work Placement Year must successfully complete the zero-credit Work Placement Year module (MAN-30068)
- In order to ensure a high quality placement experience, each placement agency will sign up to a placement contract (analogous to a service level agreement).
- Once a student has been accepted by a placement organisation, the student will make a pre-placement visit and a member of staff identified within the placement contract will be assigned as the placement supervisor. The placement supervisor will be responsible for ensuring that the placement experience meets the agreed contract agreed with the University.
- The placement student will also sign up an agreement outlining his/her responsibilities in relation to the requirements of each organisation.

Students will be expected to behave professionally in terms of:

(i) conforming to the work practices of the organisation; and

(ii) remembering that they are representatives of the University and their actions will reflect on the School and have an impact on that organisation's willingness (or otherwise) to remain engaged with the placement.

Additional costs for the Work Placement Year

Tuition fees for students on the Work Placement Year will be charged at 20% of the annual tuition fees for that year of study, as set out in Section 1. The Work Placement Year can be included in your Student Finance allocation; to find out more about your personal eligibility see: www.gov.uk

Students will have to bear the costs of travelling to and from their placement provider, accommodation, food and personal costs. Depending on the placement provider additional costs may include parking permits, travel and transport, suitable clothing, DBS checks, and compulsory health checks.

A small stipend may be available to students from the placement provider during the placement but this will need to be explored on a placement-by-placement basis as some organisations, such as charities, may not have any extra money available. Students should budget with the assumption that their placement will be unpaid.

Eligibility for student finance will depend on the type of placement and whether it is paid or not. If it is paid, this is likely to affect student finance eligibility, however if it is voluntary and therefore unpaid, should not affect student finance eligibility. Students are required to confirm eligibility with their student finance provider.

International students who require a Tier 4 visa should check with the Immigration Compliance team prior to commencing any type of paid placement to ensure that they are not contravening their visa requirements.

23. Annex - Programme-specific regulations

Programme Regulations: Business and Supply Chain Management

Final Award and Award Titles	BSc (Hons) Business and Supply Chain Management BSc (Hons) Business and supply Chain Management with International Year BSc (Hons) Business and Supply Chain Management with Work Placement Year
Intermediate Award(s)	Diploma in Higher Education; Certificate in Higher Education
Last modified	n/a
Programme Specification	https://www.keele.ac.uk/qa/programmespecifications

The University's Academic Regulations which can be found on the Keele University website (<https://www.keele.ac.uk/regulations/>)[1] apply to and regulate the programme, other than in instances where the specific programme regulations listed below over-ride them. These programme regulations list:

- *Exemptions* which are characterised by the omission of the relevant regulation.
- *Variations* which are characterised by the replacement of part of the regulation with alternative wording.
- *Additional Requirements* which set out what additional rules that apply to students in relation to this programme.

The following **exemptions, variations** and **additional requirements** to the University regulations have been checked by Academic Services and have been approved by the Faculty Education Committee.

A) EXEMPTIONS

The clause(s) listed below describe where an exemption from the University's Academic Regulations exists:

For the whole duration of their studies, students on this Programme are exempt from the following

regulations:

No exemptions apply.

B) VARIATIONS

The clause(s) listed below describe where a variation from the University's Academic Regulations exists:

Variation : No variations apply

Additional Requirements

The programme requirements listed below are in addition to the University's Academic Regulations:

Additional requirement: For Novus Lite pathway:- students will work with one of the Novus companies on a paid one year work placement in year 3 of the course.

[1] References to University Regulations in this document apply to the content of the University's Regulatory Framework as set out on the University website here <https://www.keele.ac.uk/regulations/>.

24. Annex - Novus Lite

Novus Lite Pathway - Business and Supply Chain Management

Summary
<p>Students interested in joining the Novus Lite Pathway will have an extra year of study (the Work Placement Year) with a relevant placement provider after they have completed Year 2 (Level 5) at Keele. Companies within the Novus Trust will provide a paid placement to students on the Novus Lite pathway.</p> <p>Students who successfully complete both the second year (Level 5) and the Work Placement Year will be permitted to progress to Level 6. Students who fail to satisfactorily complete the Work Placement Year will normally revert to the 3-year programme and progress to Level 6 on that basis. The failure will be recorded on the student's final transcript.</p> <p>Study at Level 4, Level 5 and Level 6 will be as per the main body of this document. The additional detail contained in this annex will pertain solely to students registered for the Work Placement Year option.</p> <p><i>Additional Benefits of the Novus Lite pathway</i></p> <p>Based on availability, students who join the Novus Lite Pathway in Year 2 (Level 5) will have an opportunity for paid summer placements, and a company mentor for career guidance</p>
Programme Aims
<p>In addition to the programme aims specified in the main body of this document, the Work Placement Year aims to provide students with:</p> <ol style="list-style-type: none">1. The opportunity to carry out a long-term placement-based learning experience (minimum 30 weeks equivalent of full-time work) between Years 2 and 3 (Levels 5 and 6) of their degree programme.
Entry Requirements for the Novus Lite Placement Year

The entry requirements for the Novus Lite placement year are similar to the Keele University Work Placement Year with additional requirements.

Students interested in joining the Novus Lite pathway will be required to attend an interview and assessment centre at the end of the first year. If they are successful, they will be joining the Novus Lite route from Year 2 onwards. Additionally, students will be required to complete the first year with a 2:1 result.

The placement at the Novus Lite companies will depend on a successful application, and interview. Students will be initially registered for the 4-year degree programme but may transfer onto the 3-year degree programme at any point in time, prior to undertaking the year-long work placement. Students who fail to pass the work placement year, and those who fail to meet the minimum requirements of the work placement year module (minimum 30 weeks full time (1,050 hours), or equivalent, work placement), will be automatically transferred onto the 3-year degree programme.

The criteria to be applied are:

- A good University attendance record and be in 'good academic standing'.
- Passed all Year-1 and Year-2 Semester 1 modules

Students undertaking work placements will be expected to complete a Health and Safety checklist prior to commencing their work experience and will be required to satisfy the Health and Safety regulations of the company or organisation at which they are based.

(International students only) Due to visa requirements, it is not possible for international students who require a Tier 4 Visa to apply for direct entry onto the 4-year with Work Placement Year degree programme. Students wishing to transfer onto this programme should discuss this with student support, the academic tutor for the work placement year, and the Programme Lead. Students should be aware that there are visa implications for this transfer, and it is the student's responsibility to complete any and all necessary processes to be eligible for this programme. There may be additional costs, including applying for a new Visa from outside of the UK for international students associated with a transfer to the work placement programme.

Students may not register for both an International Year and a Work Placement Year.

Student Support

Students will be supported whilst on the Work Placement Year via the following methods:

- Regular contact between the student and a named member of staff who will be assigned to the student as their University supervisor. The University supervisor will be in regular contact with the student throughout the year, and be on hand to provide advice (pastoral or academic) and liaise with the Placement supervisor on the student's behalf if required.
- Two formal contacts with the student during the placement year: the University supervisor will visit the student in their placement organization at around the 5 weeks after placement has commenced, and then visit again (or conduct a telephone/video call tutorial) at around 15 weeks into the placement.
- Weekly supervision sessions will take place with the placement supervisor (or his/her nominee) throughout the duration of the placement.

Learning Outcomes

In addition to the learning outcomes specified in the main text of the Programme Specification, students who complete the 'with Work Placement Year' option will be able to:

1. Evaluate their own employability skills (via a SWOT analysis) together with an analysis of sector skill demands to create Intended Placement Outcomes in order to develop the skill areas which they have identified as being weak or needing further enhancement.
2. Develop, through practice on placement, the employment-related skills identified through their SWOT analysis and Intended Learning Outcomes.
3. Reflect on and apply academic themes, concepts and theory as explored at Level 4 and Level 5 to complex real situations on work placement.
4. Reflect on and critically evaluate their learning from the work placement and previous learning.
5. Explain how their chosen professional or placement sector operates and what skills are needed to develop their career.

These learning outcomes will be assessed through the non-credit bearing Work Placement Year module (MAN-30068) which involves:

1. the submission of two portfolios of evidence, one at the beginning of the placement (usually after six weeks into the placement) and one at the end of the placement and before the start of their final year of undergraduate studies.

Regulations

Students registered for the 'with Work Placement Year' option are subject to programme-specific regulations (if any) and the University regulations. In addition, during the Work Placement Year, the following regulations will apply:

- Students undertaking the Work Placement Year must successfully complete the zero-credit Work Placement Year module (MAN-30068)
- In order to ensure a high-quality placement experience, each placement agency will sign up to a placement contract (analogous to a service level agreement).
- Once a student has been accepted by a placement organisation, the student will make a pre-placement visit and a member of staff identified within the placement contract will be assigned as the placement supervisor. The placement supervisor will be responsible for ensuring that the placement experience meets the agreed contract agreed with the University.
- The placement student will also sign up an agreement outlining his/her responsibilities in relation to the requirements of each organisation.

Students will be expected to behave professionally in terms of:

(i) conforming to the work practices of the organisation; and

(ii) remembering that they are representatives of the University and their actions will reflect on the School and have an impact on that organisation's willingness (or otherwise) to remain engaged with the placement.

Additional costs for the Work Placement Year

Tuition fees for students on the Work Placement Year will be charged at 20% of the annual tuition fees for that year of study, as set out in Section 1. The Work Placement Year can be included in your Student Finance allocation; to find out more about your personal eligibility see: www.gov.uk

Students will have to bear the costs of travelling to and from their placement provider, accommodation, food and personal costs. Depending on the placement provider additional costs may include parking permits, travel and transport, suitable clothing, DBS checks, and compulsory health checks.

Eligibility for student finance will depend on the type of placement and whether it is paid or not. If it is paid, this is likely to affect student finance eligibility, however if it is voluntary and therefore unpaid, should not affect student finance eligibility. Students are required to confirm eligibility with their student finance provider.

International students who require a Tier 4 visa should check with the Immigration Compliance team prior to commencing any type of paid placement to ensure that they are not contravening their visa requirements.

Version History

This document

Date Approved: 08 February 2023

Previous documents

Version No	Year	Owner	Date Approved	Summary of and rationale for changes
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