

EQF/MQF LEVEL 6

B.Sc. (Hons) in Management (Top-Up)

LW/M/003

Contact Hours: 600

Placement Hours: 10

Self Study Hours: 2257

Assessment Hours: 133

Total Learning Hours: 3000

COURSE DESCRIPTION

This degree has been strategically designed and formulated to allow learners to familiarize themselves with the world of business and management. It gives them an insight to the basic principles of management, as well as various managerial and business theories that have been practiced throughout the years and are still followed today. Furthermore, learners will also be exposed to different aspects of a business such as quality management economics, finance, marketing risk management, operations management and many other external factors such as politics and government policies, customers and suppliers, the economy and internal factors such as company culture, resources both financial and human etc.. that affect the business and management world.

TARGET CANDIDATES

This top up degree in management is aimed at motivated individuals who are in possession of an MQF Level 5 Diploma in Leadership and Management (60 ECTS) or equivalent. It is ideal for those who would like to work in the field of management and can possibly come from different economic sectors. The degree is intended to develop individuals to possess the necessary professional management skills, develop in their respective career and contribute effectively to the overall betterment of their own respective organisation.

DURATION 3 years (evening sessions)

CREDIT VALUE 120 ECTS

MODE OF TRAINING Lectures, case studies, simulations, group work, projects and student presentations, examinations.

MODE OF DELIVERY 70% Online, 30% Face-to-Face

ASSESSMENT This degree uses a mixture of assessment methods to examine the extent of which the students have understood the learning outcomes proposed. The methods include a mixture of assignments, presentations, group assignments, examinations and research projects. Students are also encouraged to learn from one another through group discussions and participation.

AWARDING BODY Learning Works

LECTURERS Various

FUNDING Applicants may get up to 70% of the fee back through the Get Qualified Scheme.

KEY LEARNING OUTCOMES:

The learner will be able to:

- Identify, critically evaluate and apply various theories and practices widely known within the field of business and management;
- Demonstrate awareness of the various departments and fields that make up the business industry and the relevant theories to each;
- Exhibit a critical understanding of the role of strategies within an organisation and how they should be linked to various disciplines within management.
- Identify and apply the external and internal factors that influence business success and how to monitor and manage such factors;
- Show how the implementation of successful budgeting and finance measures can affect the long-term success of an organisation;
- Demonstrate effective problem solving and decision making using appropriate quantitative and qualitative skills including identifying, formulating and solving business problems;

- Demonstrate effective use of communication and information technology for business applications;
- Show creativity and initiative in developing projects, managing and developing teams into high performing teams, within a team environment, including leadership, team building, influencing and project management skills;
- Demonstrate interpersonal skills such as effective listening, negotiating, persuasion and presentation;
- Reflect on performance and critically appraise actions in order to develop further.

COURSE STRUCTURE

MODULE 1 (REF: LWM/015):

MANAGEMENT FUNCTION (10 ECTS)

This module introduces students to the basic and main functions of management within organisations. The functions of management include planning, organising, staffing, directing and controlling. This module will therefore provide an overall in-depth knowledge of all functions of management.

MODULE 2 (REF: LWM/016):

BUSINESS MANAGEMENT AND PLANNING (10 ECTS)

This module will develop the skills and understanding you need to comprehend different business careers. Learners will explore business issues in realistic contexts. In addition, learners will apply business management theory and develop business plans relevant to the real world and develop perspectives, critical awareness and appreciate diverse global issues. This module of study provides an underpinning knowledge of the subject of business, and will allow learners to apply the knowledge learned for their own specific and particular context at the place of work.

MODULE 3 (REF: LWM/017):

QUALITY MANAGEMENT (10 ECTS)

This module introduces learners to the fundamentals of quality management. It allows them to appreciate the importance of overlooking all activities and tasks within an organisation to ensure that they are conducted

with maximum efficiency and to a level of excellence. Furthermore, this module allows them to understand the principles of conducting quality assurance and planning, as well as control and improvement within organisations.

MODULE 4: (REF: LWM/018):

RISK MANAGEMENT (10 ECTS)

This module introduces learners to the fundamentals of risk management and its role within organisations. This module allows learners to understand the complexity of risk management and to the various factors, both internal and external that influence risk. Following the successful completion of this module, learners will be able to implement effective and relevant techniques to assess and mitigate risks.

MODULE 5: (REF: LWM/019):

MARKETING (10 ECTS)

This module will introduce the learners to the principles of Marketing and allow them to gain an insight to putting certain marketing models and concepts to practice. Through this module, learners will be able to understand the nature and the complexity of marketing. Furthermore, learners will also be exposed to the role of the consumer in strategic marketing.

MODULE 6: (REF: LWM/020):

CORPORATE COMMUNICATIONS (10 ECTS)

This module allows learners to understand the importance of communications within organisations. Throughout the module they will be exposed to the benefits of corporate communications, as well as the various techniques and nature of corporate communications strategies

MODULE 7: (REF: LWM/021):

ECONOMICS FOR MANAGERS (10 ECTS)

This module introduces students to the basic principles and theories of economics. It allows them to gather knowledge, skills and competences regarding macro and microeconomics and the role of economics over the overall success of an organisation.

**MODULE 8: (REF: LWM/022):
PROJECT MANAGEMENT (10 ECTS)**

This module introduces students to the principles and practices of project management. It will equip the students with the skills, knowledge and competences required for a project manager to overlook a successful project. Upon successful completion of this module, students will be able to assist their project manager and carry out tasks successfully under the supervision of the project manager.

**MODULE 9: (REF: LWM/023):
WORK PSYCHOLOGY (10 ECTS)**

This module will focus on individuals and groups in relation to their work. It will look at the contribution psychology can make to achieving 'best fit' between people and their jobs, thereby to enhance productivity, satisfaction and well-being at work.

IN SEMESTER 2 OF YEAR 3 THE STUDENTS
WILL BE ASKED TO CHOOSE ONE ELECTIVE
MODULES OUT OF A CHOICE OF THREE.

**MODULE 10: (REF: LWM/024):
HEALTH MANAGEMENT (10 ECTS) - ELECTIVE**

This module introduces students to the principles and guiding methods of health management. It will allow them to understand how healthcare organisations operate within an extremely complex environment and require continuous change. This means that managing in healthcare industries requires exceptional managerial and leadership skills

**MODULE 11: (REF: LWM/025):
PRINCIPLES OF ACCOUNTING (10 ECTS) - ELECTIVE**

This module introduces students to the main principles of accounting and allows them to become familiar with the functions and objectives of accounts within organisations. Students will be introduced to systems and procedures such as double-entry, book keeping, cash and assets, cash flows, purchases and sales, and others.

**MODULE 12: (REF: LWM/026):
STRATEGIC LEARNING AND DEVELOPMENT
(10 ECTS) - ELECTIVE**

This module critically examines the importance of leading and supporting a Learning and Development strategy in an organization as it qualifies employees with the right skills and knowledge, crucial in today's competitive business environment. The learner will identify key learning needs, analyze skills gaps, and use learning analytics to evaluate the effectiveness of learning interventions. The learner will also immerse in mentoring and coaching and learn the skills to set up managerial mentoring and coaching programs.

MODULE 13: DISSERTATION (20 ECTS)

The final module of this Bachelor's Degree is the Dissertation. Learners are tested on the skills, knowledge and competences acquired through the modules preceding the final one. The dissertation module shall allow learners to be able to critically formulate a research question based on their own preferred topic, identify and critically assess existing literature and gather further data and information. Learners are expected to use the correct research methodologies and practices and present an effective research study.

ENTRY REQUIREMENTS

Entry requirements for this course are as follows:

- Be in possession of Minimum Level 4 certification from a recognised local or foreign awarding body, OR A-level standard of education,

And

- MQF Level 5 (60 ECTS) Diploma in Leadership and Management
- Have at least 5 years' experience in a management position. Preference will be given to those applicants who have work experience in the area of study
- Have a good command of oral and written communication in English with a level of proficiency in English equivalent to at least IELTS Level 5