

Validated Programme Element Specification for LBIC University Foundation Studies

Applicable for all undergraduate students commencing the programme element on or after 1st September 2018

<u>Version No.</u>	<u>Date</u>	<u>Notes – Brunel QA USE ONLY</u>	<u>QAM/O</u>
1	13-Aug-18	Minor programme modification, Assessment Block IP0899 English Language Competency removed and these skills have been included in a modification to NV0600 Learning Skills & Communication 1 which must be passed at D-/40%.	JP

Validated programme element	
1. Awarding and validating institution	Brunel University London
2. Providing institution(s)	London Brunel International College
3. Associated Home Brunel University college / department / division	College of Business, Arts and Social Sciences/Brunel Business School College of Engineering, Design and Physical Sciences/Computer Science College of Business, Arts and Social Sciences/Economics and Finance
4. Associated Contributing Brunel University college / department / division	N/A
5. Programme Element accredited by	N/A
6. Validated for inclusion in Brunel University programmes at Level	0 (NQF level 3)
7. Validated for inclusion in Brunel University programmes (list):	BSc Business and Management BSc Business and Management (Accounting) BSc Business and Management (Marketing) BSc International Business BSc Business Computing BSc Business Computing (Human-Computer Interaction) BSc Business Computing (eBusiness) BSc Business Computing (Social Media) BSc Computer Science BSc Computer Science (Artificial Intelligence) BSc Computer Science (Digital Media and Games) BSc Computer Science (Network Computing) BSc Computer Science (Software Engineering) BSc Economics BSc Economics and Business Finance BSc Finance and Accounting
8. Type of programme element	Level
9. Normal length of element for each mode of study	26 weeks
10. Maximum length of element for each mode of study	See Programme Specification for Brunel programme of which this element forms part
11. Variation(s) to September start	January, May and September
12. Modes of study	F/T
13. Modes of delivery	Standard
14. N/A	N/A
15. N/A	N/A

16. JACS code	In line with Brunel University London programme
17. LBIC-related Route Code(s)	<p>N100UNVBUSMG: BSc Business and Management N100UNVBUSAC: BSc Business and Management (Accounting) N100UNVBUSMK: BSc Business and Management (Marketing) N100UNVINBUS: BSc International Business G500UNVBCOMP: BSc Business Computing G500UNVBHCI: BSc Business Computing (Human-Computer Interaction) G500UNVBCEB: BSc Business Computing (eBusiness) G500UNVBSCSM: BSc Business Computing (Social Media) G400UNVCS: BSc Computer Science G400UNVCSAI: BSc Computer Science (Artificial Intelligence) G400UNVCSDMG: BSc Computer Science (Digital Media and Games) G400UNVCSNC: BSc Computer Science (Network Computing) G400UNVCSSE: BSc Computer Science (Software Engineering) L100UNVECON: BSc Economics L100UNVECNBF: BSc Economics and Business Finance N300UNVFINAC: BSc Finance and Accounting</p>
18. Relevant subject benchmark statements and other external and internal reference points used to inform programme design	<p>QAA UK Quality Code for Higher Education which includes the English Framework for Higher Education Qualifications within Part A on Setting and Maintaining Academic Standards</p> <p>Most recent QAA Subject Benchmark Statement: Business and Management Computing Economics Mathematics, Statistics and Operational Research</p> <p>Brunel 2030 Brunel Placement Learning Policy, as published under the 'Placements' section of the Managing Higher Education Provision with Others page</p>
19. Admission Requirements/pre-requisites for the programme element	<p>See https://www.lbic.navitas.com/academic-requirements for standard entry requirements.</p> <p>English Language entry requirements: minimum of IELTS 5.5 (with 5.5 minimum in each component part) or equivalent.</p>
20. Other relevant information	<p>The programme element is compliant with both the generic assessment regulations of Navitas UK and those more specifically of the College and Brunel University, see Senate Regulations 2 and 4.</p>
21. Any departure from relevant regulations specified in Senate Regulation 2 must be stated here and approved by Senate.	None
22. Further information about study with LBIC can be found from the LBIC website.	https://www.lbic.navitas.com/

23. EDUCATIONAL AIMS OF THE PROGRAMME ELEMENT

The educational aims of the programme element are to:

1. Develop students' fundamental knowledge and understanding of the economic, political, legal and cultural factors in the global economy.
2. Develop in students an appreciation and desire to learn, based on competent intellectual and practical skills that build to a set of transferable skills.
3. Ensure all aspects of their onward academic studies/careers support their decision-making in an informed manner.
4. Ensure that students have attained the prescribed level of inter-disciplinary language competence.

24. LEARNING OUTCOMES

The programme element provides opportunities for students to develop and demonstrate knowledge and understanding (K) cognitive (thinking) skills (C) and other skills and attributes (S) in the following areas:

Level	Category (K = knowledge and understanding, C = cognitive (thinking) skills, S = other skills and attributes)	Learning Outcome	Associated Assessment Blocks Code(s)	Associated Study Blocks Code(s)	Associated Modular Blocks Code(s)
0	K	What a business is and its internal and external operating processes, inclusive of planning and strategy, growth, marketing, products/services, finance and accounting systems, information systems, and the management and development of human resource within organisations.			NV0600 NV0602 NV0603 NV0606 NV0607
0	K	The world of business and commerce including the operation of markets and market economies.			NV0602 NV0606 NV0607
0	K	The structures, cultures and functions of business organisations and how they interact as part of core business function and process.			NV0600 NV0601 NV0606 NV0607
0	K	The presence and purpose of the legal and regulatory frameworks across a variety of business, commercial and economic contexts.			NV0600 NV0602 NV0606 NV0607
0	K	The theories and key concepts of economics in an interdisciplinary context.			NV0602 NV0606 NV0607
0	K	How economics contributes to the wider range of social and political issues.			NV0600 NV0602
0	K	Modelling and its importance to economic thinking.			NV0602 NV0603 NV0604 NV0605 NE0608
0	K	How the economic environment operates with an emphasis on the UK.			NV0602 NV0606 NV0607
0	K	The application of numerical techniques to the business and decision making process with an emphasis on statistical and sampling methods, financial and accounting calculation and the description of economic theories and models.			NV0601 NV0602 NV0603 NV0605 NE0608

0	K	The purpose and processes of basic recording of financial transactions and maintenance of accounting records in order to carry out performance monitoring within the business context and adherence to regulatory standards.			NV0601 NV0603 NV0604 NV0605 NE0608
0	K	The application of ICT as a fundamental tool for extracting, sourcing, describing and presenting data and information in a variety of relevant forms, and distributing data and information via a range of channels and formats.			NV0600 NV0601 NV0605
0	K	The techniques and forms of effective and clear communication in a variety of academic and professional settings in accordance with Level B2 'Independent User' as described by the Council of Europe (see LBIC ILSC benchmark statement).			NV0600 NV0605 NV0606 NV0607
0	K	The role and importance of the study of the history of scholarship as a basis to determining a full understanding, correct use of accurate nomenclature and an appreciation of fundamental concepts associated with a subject area.			All
0	C	Apply basic research techniques to sourcing and selecting appropriate academic data and literature.			All
0	C	Integrate oral, written, listening, reading, non-verbal and diagrammatic skills to effect clear communication.			All
0	C	Ability to analyse data and various modes of information using appropriate techniques.			All
0	C	Ability to begin to evaluate and start to apply, reasoned thinking and supportive evidence collation to conflicting sets of information and academic opinion.			All
0	S	Employ relevant analytical skills and methodologies.			NV0601 NV0602 NV0603 NV0605 NE0608
0	S	Ability to begin to engage critically with regard to the underlying challenges facing businesses.			All
0	S	Select, read, digest, summarise and synthesise information material in a variety of forms, both qualitative and quantitative (text, numerical data and diagrammatic) and in an appropriate manner to identify and determine key facts/themes and relevancy.			All
0	S	Use and clearly communicate discursive, numerical, statistical and diagrammatic ideas, concepts, results and conclusions using appropriate technical and non-technical language and language style, structure and form.			All
0	S	Apply basic research and referencing techniques to all aspects of study, information collation, information presentation and formulation of academic opinion.			All

Learning/teaching strategies and methods to enable learning outcomes to be achieved, including formative assessments

The Programme Element will be delivered using a combination of Lectures/Labs/Tutorials/Self-directed study:

Lecture

- Purpose: - To deliver basic module material.
- Structure: Each module has 4 hours contact time per week which is normally delivered in 2 hour blocks. No period of contact should exceed fifty (50) minutes at one time without a minimum of a ten (10) minute break.

Lab

- Purpose: Lab sessions provide a forum in which students can practice their practical skills.
- Structure: Each lab is normally of two hours in duration whilst breaks are to be provided at the discretion of the lecturer. No period of contact should exceed fifty (50) minutes at one time without a minimum of a ten (10) minute break.

Tutorial

- Structure: Sessions are normally conducted according to preparation for specific topics and provide a collegiate atmosphere to encourage students to interact with class members building their class, or 'team', knowledge and skills. For each module there is one hour a week tutorial session.

Self-directed study

Each student is expected to undertake a minimum number of hours in individual study per week in order to support and build the skills, knowledge and understanding presented in each lecture and small group tutorial session per week. It is expected that students will increase the number of individual study hours as they approach formal assessment events. The ability for students to expand their learning by creating effective self-directed study patterns is a transferable skill deemed fundamental to further academic success as well as a key time-management tool.

Formative assessment is a key aspect of the programme and is varied to ensure that a student has a variety of learning opportunities. This will include: individual and group formative assessment methods: presentations, individual and group work; and peer review.

All students are provided with access to a range of on line resources through the student portal. Electronic journals and electronic books are available through the Brunel University e-resources gateway.

There will be a focus of using freely available tools and benefiting from the resources available on the internet to support learning.

Guest speakers from relevant industries will provide additional perspectives for students.

Summative assessment strategies and methods to enable learning outcomes to be demonstrated.

Summative assessment methods are varied to ensure appropriate assessment of learning outcomes.. These methods include: individual and group projects; open-book examinations; oral presentations; case studies and portfolios and closed-book final examinations.

Brunel Grading System:

Indicative Mark Band	Grade	Grade Point
90 and above	A*	17
80-89	A+	16
73-79	A	15
70-72	A-	14
68-69	B+	13
63-67	B	12
60-62	B-	11
58-59	C+	10
53-57	C	9
50-52	C-	8
48-49	D+	7
43-47	D	6
40-42	D-	5
38-39	E+	4
33-37	E	3
30-32	E-	2
29 and below	F	1

25. Programme element structure and progression requirements (if applicable)

Programme Element Structure

Compulsory assessment block codes, titles and credit

Optional assessment block codes, titles and credits

Compulsory study block codes, titles and credit volume

Optional Study block codes, titles and credit volume

Compulsory modular block codes, titles and credits

Optional modular block codes, titles and credits

Code	Title	Credit Points
NV0600	Interactive Learning Skills and Communication 1	15
NV0601	Principles of Accounting	15
NV0602	Economics	15
NV0604	Statistics	15
NV0605	Principles of ICT	15
NV0606	Management	15
NV0607	Marketing	15

Programme-dependant compulsory modular blocks– see below under Assessment and Progression Requirements

Code	Title	Credit Points
NV0603	Business Mathematics	15
NE0608	Foundation Mathematics for Economics and Finance	15

Assessment and Progression Requirements		
For inclusion in Programmes:	BSc Business and Management BSc Business and Management (Accounting) BSc Business and Management (Marketing) BSc International Business BSc Business Computing BSc Business Computing (Human-Computer Interaction) BSc Business Computing (eBusiness) BSc Business Computing (Social Media) BSc Computer Science BSc Computer Science (Artificial Intelligence) BSc Computer Science (Digital Media and Games) BSc Computer Science (Network Computing) BSc Computer Science (Software Engineering)	
The following assessment or modular blocks are core NV0600 Interactive Learning Skills Communication 1 NV0601 Principles of Accounting NV0602 Economics NV0603 Business Mathematics NV0604 Statistics NV0605 Principles of ICT NV0606 Management NV0607 Marketing	Progression requirements as per Brunel University London Senate Regulation 2 NV0600 – Pass at Grade D-/40% NV0601 – Pass at Grade C-/50% NV0602 – Pass at Grade C-/50% NV0603– Pass at Grade C-/50% NV0604 – Pass at Grade C-/50% NV0605 – Pass at Grade C-/50% NV0606 – Pass at Grade C-/50% NV0607– Pass at Grade C-/50%	
Reassessment Students will be entitled to be re-assessed in any modules for which they have failed, at the first attempt, to achieve the pass mark(s) as defined above under 'Progression requirements'; any such reassessment of a module may be attempted on two occasions only and shall be capped at the pass mark for the module as defined above under 'Progression Requirements'. Students who fail to achieve the pass mark in a module in the first reassessment will be required to retake the module before attempting the final reassessment in the module. From January 2016 – Students enrolling from 2016 will be entitled to be re-assessed in any modules for which they have failed, at the first attempt, to achieve the pass mark(s) as defined above under 'Progression requirements'; any such reassessment of a module may only be attempted on one occasion and shall be capped at the pass mark for the module as defined above under 'Progression requirements'.		
Assessment and Progression Requirements		
For inclusion in Programmes:	BSc Economics BSc Economics and Accounting BSc Economics and Business Finance	
The following assessment or modular blocks are core NV0600 Interactive Learning Skills and Communication 1 NV0601 Principles of Accounting NV0602 Economics NV0604 Statistics NV0605 Principles of ICT NV0606 Management NV0607 Marketing NE0608 Foundation Mathematics for Economics and Finance	Progression requirements as per Brunel University London Senate Regulation 2 NV0600 – Pass at Grade D-/40% NV0601 – Pass at Grade C-/50% NV0602 – Pass at Grade C-/50% NV0604 – Pass at Grade C-/50% NV0605 – Pass at Grade C-/50% NV0606 – Pass at Grade C-/50% NV0607– Pass at Grade C-/50% NE0608– Pass at Grade C-/50%	
Reassessment Students will be entitled to be re-assessed in any modules for which they have failed, at the first attempt, to achieve the pass mark(s) as defined above under 'Progression requirements'; any such reassessment of a module may be attempted on two occasions only and shall be capped at the pass mark for the module as defined above under 'Progression Requirements'. Students who fail to achieve the pass mark in a module in the first reassessment will be required to retake the module before attempting the final reassessment in the module.		

From January 2016 – Students enrolling from 2016 will be entitled to be re-assessed in any modules for which they have failed, at the first attempt, to achieve the pass mark(s) as defined above under 'Progression requirements'; any such reassessment of a module may only be attempted on one occasion and shall be capped at the pass mark for the module as defined above under 'Progression requirements'.

Please note: this specification provides a concise summary of the main features of the programme element and the learning outcomes that a student might reasonably be expected to achieve and demonstrate if he/she takes full advantage of the learning opportunities that are provided. More detailed information on the learning outcomes, content and teaching, learning and assessment methods can be found in the modular block, assessment and study block outlines and other programme and block information. The accuracy of the information contained in this document is reviewed by the University from time to time and whenever a major modification occurs.