

Hertfordshire Business School

Title of Programme:

BA (Hons) Human Resource Management

BA (Hons) Business and Human Resources

Programme Code: BSHR

Programme Specification

This programme specification is relevant to students entering:
01 September 2021

Associate Dean of School (Academic Quality Assurance):
Veronica Earle

Signature



A programme specification is a collection of key information about a programme of study (or course). It identifies the aims and learning outcomes of the programme, lists the modules that make up each stage (or year) of the programme, and the teaching, learning and assessment methods used by teaching staff. It also describes the structure of the programme, its progression requirements and any programme-specific regulations. This information is therefore useful to potential students to help them choose the right programme of study, to current students on the programme, and to staff teaching and administering the programme.

Summary of amendments to the programme:

Section	Amendment
Table 1a	HRM: 4BUS1024 Work and Organisations removed and replaced by 4BUS1151 Introduction to Organisational Behaviour; 4BUS1097 Financial Analysis Techniques removed and replaced by 4BUS1156 Business Technology Trends 4BUS1135 International Environment of Business removed and replaced by 4BUS1154 The Global Business Environment 5BUS1183 Enhancing Employability in HRM removed and replaced by 5BUS1085 Enhancing Employability

	6BUS1156 Industry Practice for HR Professionals removed and replaced by 6BUS1262 Professional Development for the Workplace 4BUS1038 Information Systems for Business removed and replaced with 4BUS1149 Analysing And Managing Business Data
Table 1a	Business and HRM: 4BUS1024 Work and Organisations removed and replaced by 4BUS1151 Introduction to Organisational Behaviour 5BUS1183 Enhancing Employability in HRM removed and replaced by 5BUS1085 Enhancing Employability 5BUS1208 Professional Development for Business for Direct Entry students removed

If you have any queries regarding the changes please email AQO@herts.ac.uk

Programme Specification

BA (Hons) Human Resource Management

This programme specification (PS) is designed for prospective students, enrolled students, academic staff and potential employers. It provides a concise summary of the main features of the programme and the intended learning outcomes that a typical 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 teaching, learning and assessment methods, learning outcomes and content for each module can be found in Definitive Module Documents (DMDs) and Module Guides.

Section 1

Awarding Institution/Body	University of Hertfordshire
Teaching Institution	University of Hertfordshire
University/partner campuses	De Havilland Campus
Programme accredited by	CIPD
Final Qualification	BA (Hons)
All Final Award titles	Human Resource Management*
(Qualification and Subject)	Business and Human Resources Human Resource Management with <language>*
	* These titles are available with the following suffix: (Sandwich); with a Year Abroad; with Study Abroad; with Employment Experience
FHEQ level of award	6
UCAS code(s)	Human Resource Management N600/N6R9 Business and Human Resources NN1P Human Resource Management with French N602 Human Resource Management with German N603 Human Resource Management with Spanish N606 Human Resource Management with Japanese N604 Human Resource Management with Mandarin N605
Language of Delivery	English

A. Programme Rationale

This programme is intended for students who wish to follow a career in the field of human resource management. The managers of tomorrow will require a broad range of skills and capabilities and need to operate effectively in a rapidly changing and increasingly global business environment.

The programme provides a sound business education and aims to promote the 'employability' of its graduates so that they can thrive in an increasingly competitive employment market. It achieves this through a blend of academic study and skills development. Subject specific modules are supported by the skills modules and those students study BA Human Resource Management (HRM) have the option to study a foreign language.

The BA Human Resource Management (HRM) award is aimed at those who wish to pursue a career in the broad field of human resource management or related areas such as international human resource management, training and development, employment relations and equal opportunities. It may, alternatively, be used as preparation for a career in general management. BA Human Resource Management (HRM)

Students may also study a foreign language in every year. The core pathway will continue to provide the opportunity to become an Associate member of the Chartered Institute of Personnel and Development (CIPD).

The programme includes the option of a one-year work placement (Sandwich) and the opportunity to study and/or work abroad.

B. Educational Aims of the Programme

The programme has been devised in accordance with the University's graduate attributes of programmes of study as set out in [UPR TL03](#).

Additionally this programme aims to:

- provide students with a foundation for graduate careers in management/people management and for other careers in business;
- enable students to undertake practical experience of management/people management activities in order to inform professional competence;
- provide a basis for postgraduate study;
- provide students with the opportunity to conceptualise and critically evaluate academic theories relating to human resource management;
- develop students' transferable and intellectual skills and to encourage them to become independent learners;
- provide students with opportunity to study a foreign language (BA Human Resource Management) and to gain appropriate employability skills within the global context.

C. Intended Learning Outcomes

The programme provides opportunities for students to develop and demonstrate knowledge and understanding, skills and other attributes in the following areas. The programme outcomes are referenced to the QAA benchmark statements for General Business and Management (2015) and the Frameworks for Higher Education Qualifications of UK Degree-Awarding Bodies (2014) and relate to the typical student. Additionally, the SEEC Credit Level Descriptors for Further and Higher Education (2016) have been used as a guiding framework for curriculum design.

Knowledge and Understanding	Teaching and learning methods	Assessment strategy
A1- the complexities of organisations and the way in which they are managed	Acquisition of knowledge and understanding is through a combination of lectures, tutorials, coursework and project work at all levels of the programme.	Knowledge and understanding are assessed through a combination of unseen examinations and assessed coursework.
A2- the external stakeholder and global environment in which organisations and Human Resource Management operates	Throughout, the learner is encouraged to undertake independent study both to supplement and consolidate what is being taught/learnt and to broaden their individual knowledge and understanding of the subject.	Assessment, which is both formative and summative, can take the form of essay and assignments, reports, portfolios, projects and presentations.
A3- the management and development of Human Resources		
A4- the composition, structure and management of the Resource function		
<u>And additionally, for the Business and HRM Award:</u>		

<p>A5- Examine the intricacies of organisations;</p> <p>A6- Research the wide range of processes, procedures and practices of effective management;</p>		
<p>Intellectual skills</p> <p>B1- Research and assess subject specific facts, theories, principles and concepts</p> <p>B2- Utilise cognitive skills of critical thinking, analysis and synthesis</p> <p>B3- Describe analyse and critically interpret data information and research evidence</p> <p><u>And additionally, for the Business and HRM Award:</u></p> <p>B4- Analyse and evaluate business information for decision-making purposes;</p> <p>B5- Analyse and evaluate the impact of the wider international, economic, political, legal and social environment on business organisations.</p>	<p>Teaching and learning methods</p> <p>Intellectual skills are developed throughout the programme by the methods and strategies outlined in section A above. The higher-level skills are substantially developed at Levels four and five and particularly through advanced work including engagement in debate and academic critique through the contemporary theme's module in the final year.</p> <p>Throughout, the learner is encouraged to develop intellectual skills further by independent study. Feedback on the variety of assessments throughout their time at UH helps students to further develop their individual learning plans and enhance their intellectual skills.</p>	<p>Assessment strategy</p> <p>Intellectual skills are assessed via examination, coursework and assessed project work.</p>
<p>Practical skills</p> <p>C1- Manipulate, sort and present data</p> <p>C2- Demonstrate competence in written and oral communication skills.</p> <p>C3- Demonstrate competence in interactive and group skills</p> <p>C4- Develop people management and development skills behaviours and competencies</p>	<p>Teaching and learning methods</p> <p>Practical skills are developed throughout the programme by the methods and strategies outlined in sections A and B above.</p>	<p>Assessment strategy</p> <p>Practical skills are assessed through coursework and, project work, oral presentations, project reports, examinations, group-based coursework assessment.</p>

<p><u>And additionally, for the Business and HRM Award:</u></p> <p>C5- Conduct research into business and management issues through the creation, extraction and analysis of data from a range of sources</p>		
Transferable skills	Teaching and learning methods	Assessment strategy
<p>D1- Communicate effectively, both orally and in writing</p> <p>D2- Be an effective self-manager in terms of time, planning and behaviour, motivation, self-starting, individual initiative and enterprise</p> <p>D3- Be self-aware, open and sensitive to diversity in terms of people, cultures, business and management issues</p> <p>D4- Develop interpersonal skills of effective listening, negotiating, persuasion, and presentation</p> <p>D5- Demonstrate the ability to use academic, enterprise and employability skills in both scholarly and work-based environments</p> <p>D6- Operate in the dynamic global arena and appreciate contemporary and cross-cultural differences.</p>	<p>Transferable skills (D1-D5) are developed through the programme by the methods and strategies outlined in sections A, B and C above. More specifically: D1 is developed through feedback on coursework reports, oral presentations and project reports; D2 is encouraged throughout, and developed in coursework assignments, group and project work; D3 is developed and promoted throughout the programme; D4 is developed through group work, role play, the use of case studies and in the optional work placement; and D5 is acquired through tutorials, group-based coursework and in the work placement, and is further developed through language laboratory work, feedback on coursework reports, oral presentations and project reports. Throughout, the learner is encouraged to develop transferable skills by maintaining a record of evidence and completing a personal development plan.</p>	<p>D1 and D7 are assessed through coursework, oral presentations, project reports and examinations. D2 is assessed by group-based coursework assessment.</p> <p>D4 are assessed through role-play, case studies and the work placement report. D5 and D6 are assessed within dedicated modules and throughout the programme.</p>

D. Programme Structures, Features, Levels, Modules, and Credits

The Human Resource Management (HRM) pathway is offered in full-time (3 years), sandwich (4 years) and part-time (5-6 years) modes of study and leads to the awards of a BA (Honours) Human Resource Management and BA (Honours) Human Resource Management (Sandwich), respectively.

Where applicable these titles will include 'with a Year Abroad' or 'with Study Abroad' or 'with <language>'. Students may choose to follow this programme at a part-time rate of study.

Entry is normally at level 4 with suitable A-level or equivalent qualifications but it is possible to enter at levels

5 and 6 with suitable qualifications. Intake is normally semester A (September).

Professional and Statutory Regulatory Bodies

For the Human Resource Management award, the Business School will pursue the continuance of an accreditation which leads to Associate membership of the Chartered Institute of Personnel and Development (CIPD), providing that students study the core modules under the module content in the programme specification. Becoming a professional member of the CIPD will enable graduates to use the letters **Assoc. CIPD** after their name, giving them access to all the CIPD resources for HR professionals and they will also be given the equivalent of a CIPD certificate. All CIPD modules must be passed in order for students to achieve CIPD Associate Member status. These modules are marked with an asterisk in the structure.

Work-Based Learning, including Sandwich Programmes

An award in the sandwich mode is made if at least 36 weeks* of approved, supervised work experience is undertaken in addition to the period required for the full-time award. The award requires registration onto and successful completion of the HBS Placement module (students can opt to take a maximum of two separate placements, neither of which should be normally less than 12 weeks in duration). Students at HBS are required to complete the placement for the required duration, and pass the HBS Placement module, in order to gain the suffix '(Sandwich)' to their award. Information and support is available from the University's Careers, Employment and Enterprise Service.

*Please note the minimum placement period has been temporarily been changed to 30 weeks for the 20/21 academic year due to the Covid 19 situation. See UPR11 2.4.1 for the situation in subsequent years
https://www.herts.ac.uk/data/assets/pdf_file/0016/232504/AS11-Schedule-of-Awards.pdf

Erasmus Exchange programme

The degree programme is open to all Erasmus students who select option choices from across the programme. For further details please contact the Programme Leader.

Studying Abroad – Details on Study Abroad are available from the Study Abroad Office

Students have the opportunity to study abroad (within Europe or world-wide), for one or two semesters, between Levels 5 and 6. The Study Abroad Office advises students on this process.

Students who have successfully completed Level 4 and Level 5 can choose to spend a year abroad, *additional* to their studies, studying either two semesters at the host institution, or mixing one semester of study abroad with a placement abroad (normally not less than 12 weeks in duration). Passing their studies will earn them the degree title suffix 'with a Year Abroad'. Programme Leader must agree the Study Abroad. For students taking Study Abroad as additional to their UH studies, their degree classification is based on Level 5 and Level 6 grades gained from their UH modules, as for home UH students, as in the UPRs*.

Additionally, students may also take the opportunity to study level 5 at a host institution *in place of their level 5 at UH*. This requires a very good match between the UH Level 5 and the host institution's Level 5 (NB Students should seek advice from their Programme Leader where their programme involves professional exemptions). Programme Leader must agree the Study Abroad, and only students who pass all 120 credits of their Level 4 at UH may substitute Level 5 at UH with Level 5 abroad. For these students, their degree calculation is derived solely from final year grades gained from UH modules at Level 6.

Finally, students may opt to study just one semester abroad, to earn the suffix 'with Study Abroad'.

*Degree classification calculation information is available in the University Policies and Regulations (UPRs), AS14 Section D6. UPRs on Study Abroad are located within UPR AS11 in section 2.5.

Language options and award title suffix

Students that take and pass a language in each semester qualify for a language suffix to their degree title, e.g. 'BA (Hons) Human Resource Management with French' (Chinese Mandarin, French, German, Japanese and Spanish available). Language modules are delivered by the Humanities School, and subject to that School's attendance requirement.

Programme Structure

The programme structure and progression information below (Table 1a and 1b) is provided for the Honours award. Any interim awards are identified in Table 1b. The Programme Learning Outcomes detailed above are developed and assessed through the constituent modules. Table 2 identifies where each learning outcome is assessed.

Table 1a Outline Programme Structure

Mode of study Full Time

Entry point Semester A

Level 4

Human Resource Management Pathway

Compulsory Modules Module Title	Module Code	Credit Points	Language of Delivery	% Examination	% Coursework	% Practical	Semesters
Economics for Business	4BUS1037	15	English	0	100	0	A
People and Organisations	4BUS1124	15	English	0	100	0	A
Introduction to Human Resource Management	4BUS1023	30	English	0	100	0	AB
Principles of Marketing	4BUS1010	15	English	0	100	0	B
Introduction to Organisational Behaviour	4BUS1151	15	English	0	100	0	B

**Optional Modules:
choose 30 credits,
15 credits from each semester**

Module Titles	Module Code	Credit Points	Language of Delivery	% examination	% coursework	% Practical	Semesters
Business Technology Trends	4BUS1156	15	English	0	100	0	A
Introduction to Business Operations Language	4BUS1020	15	English	0	100	0	A
Analysing & Managing Business Data	Various	15	Various	0	0	100	A or B
The Global Business Environment	4BUS1149	15	English	0	100	0	B
	4BUS1154	15	English	0	100	0	B

Progression to level 5 on the honours route requires 120 credit points at level 4; for students with less than 120 credits at level 4 progression will be determined by the Programme Examination Board.

Level 5

Compulsory Modules Module Title	Module Code	Credit Points	Language of Delivery	% Examination	% Coursework	% Practical	Semesters
Information Systems in HRM*	5BUS1181	15	English	0	100	0	A
Organisational Psychology	5BUS1030	15	English	0	100	0	A
Enhancing Employability*	5BUS1085	15	English	0	100	0	A
Employment Law*	5BUS1212	15	English	0	100	0	B
Performance Management and Reward*	5BUS1020	15	English	0	100	0	B
Business and Enterprise Contexts*	5BUS1180	15	English	0	100	0	B

*Modules marked with an asterisk are CIPD modules, and must be passed for the student to qualify for CIPD Associate membership

Progression to level 6 on the honours route requires 240 credit points at levels 4 and 5, of which at least 120 credit points must be at level 5; for students with less than 240 credit points at levels 4 and 5 progression will be determined by the Programme Examination Board.

Optional Modules: choose 30 credits, 15 credits from each semester	Module Code	Credit Points	Language of Delivery	% examination	% coursework	% Practical	Semesters
Module Titles							
Geopolitics	5BUS1089	15	English	0	100	0	A
Exploring Business Ethics Language	5BUS1049	15	English	0	100	0	A or B
	Various	15	English	0	0	100	A or B
Cross Cultural Management	5BUS1054	15	English	0	100	0	B

Placement (Optional)

Students who have attained the progression requirements to level 6 may select an optional placement year before commencing their level 6 studies. The award of a sandwich degree will require the successful completion of the placement period and the HBS Placement module.

Module Title	Module Code	Credit Points	Language of Delivery	% Examination	% Coursework	% Practical	Semesters
HBS Placement	6BUS1228	0	English	0	100	0	A

Level 6

Compulsory Modules	Module Code	Credit Points	Language of Delivery	% Examination	% Coursework	% Practical	Semesters
Module Title							
Employment Relations*	6BUS1017	15	English	0	100	0	A
Professional Development for the Workplace *	6BUS1262	15	English	0	100	0	A
Contemporary Developments in HRD*	6BUS1224	30	English	0	100	0	AB
Diversity and Equality at Work	6BUS1225	15	English	0	100	0	B
International Human Resource Management	6BUS1019	15	English	0	100	0	B

*Modules marked with an asterisk are CIPD modules, and must be passed for the student to qualify for CIPD Associate membership

Optional Modules: choose 30 credits, 15 credits from each semester

Module Titles

	Module Code	Credit Points	Language of Delivery	% examination	% coursework	% Practical	Semesters
Leadership and Organisations	6BUS1141	15	English	0	100	0	A
Creative Problem Solving for Managers	6BUS1047	15	English	0	100	0	A
Research Methods	6BUS1086	0	English	0	100	0	A
Dissertation for Human Resource Management	6BUS1015	30	English	0	100	0	AB
Strategic Management	6BUS1264	15	English	0	100	0	B
Contemporary Issues in Ethics, Business and Sustainability	6BUS1210	15	English	0	100	0	B
Knowledge Management and Business Intelligence	6BUS1035	15	English	0	100	0	B

The award of an honour's degree requires 360 credit points, with at least 240 credit points at level 5 or above, of which at least 120 credit points must be at level 6. An unclassified degree requires 300 credit points, with at least 180 credit points at level 5 or above, of which at least 60 credit points must be at level 6. In addition, for a sandwich degree, students must successfully complete the placement year and must achieve pass standard for the Placement Portfolio.

BA (Hons) Business and Human Resources Pathway

Mode of study Full Time

Entry point Semester A

Level 4

	Module Code	Credit Points	Language of Delivery	% Examination	% Coursework	% Practical	Semesters
Compulsory Modules							
Module Title							
Accounting for Managers	4BUS1096	15	English	0	100	0	A
Economics for Business	4BUS1037	15	English	0	100	0	A
People and Organisations	4BUS1124	15	English	0	100	0	A
Introduction to HRM	4BUS1023	30	English	0	100	0	AB
Quantitative Methods for Business	4BUS1069	15	English	0	100	0	B
Principles of Marketing	4BUS1010	15	English	0	100	0	B
Introduction to Organisational Behaviour	4BUS1151	15	English	0	100	0	B

Level 5

	Module Code	Credit Points	Language of Delivery	% Examination	% Coursework	% Practical	Semesters
Compulsory Modules							
Module Title							
Exploring Business Ethics	5BUS1049	15	English	0	100	0	A
Enhancing Employability	5BUS1085	15	English	0	100	0	A
Organisational Psychology	5BUS1030	15	English	0	100	0	A
Information Systems for HRM	5BUS1181	15	English	0	100	0	A
Managing People	5BUS1037	15	English	0	100	0	B
Enterprise	5BUS1080	15	English	0	100	0	B
Performance Management and Reward	5BUS1020	15	English	0	100	0	B
Employment Law	5BUS1212	15	English	0	100	0	B

Level 6

Compulsory Modules Module Title	Module Code	Credit Points	Language of Delivery	% Examination	% Coursework	% Practical	Semesters
Business and Commercial Awareness	6BUS0279	15	English	0	100	0	A
Leadership and Organisations	6BUS1141	15	English	0	100	0	A
Employment Relations	6BUS1017	15	English	0	100	0	A
Contemporary Developments in HRD	6BUS1224	30	English	0	100	0	AB
Strategic Management	6BUS1264	15	English	0	100	0	B
Digital Economy	6BUS1267	15	English	0	100	0	B
International HRM	6BUS1019	15	English	0	100	0	B

Honours classification

The University has approved structure and assessment regulations common to all programmes. Full details are provided in [UPR AS14](#), Section D.

Table 1b Final and interim awards available

The programme provides the following final and interim awards:

Final Award	Award Title	Minimum requirements	Available at end of Level	Programme Learning Outcomes developed (see above)
BA (Hons)	Human Resource Management	360 credit points including 240 at level 6/5 of which 120 must be at level 6	6	A1-A4; B1-B3; C1-C4; D1-D6
BA (Hons)	Business and Human Resources	360 credit points including 240 at level 6/5 of which 120 must be at level 6	6	A1-A6; B1-B5; C1-C5; D1-D6

Interim Award	Award Title	Minimum requirements	Available at end of Level	Programme Learning Outcomes developed (see above)
University Certificate		45 credit points at level 4	4	See UPR AS11, section 13: http://sitem.herts.ac.uk/secreg/upr/AS11.htm
Certificate of Higher Education		120 credit points at level 4	4, 5	<i>For named awards, list all relevant learning outcomes, e.g. A1, A3, A4, B1, B2, C1, C5, D1, D2, D3</i> OR <i>For untitled awards: See UPR AS11, section 13:</i> http://sitem.herts.ac.uk/secreg/upr/AS11.htm
Diploma of Higher Education		240 credit points including at least 120 at level 5	5, 6	<i>For named awards, list all relevant learning outcomes, e.g. A1, A3, A4, B1, B2, B6, C1, C5, D1, D2, D3, D6</i> OR <i>For untitled awards: See UPR AS11, section 13:</i> http://sitem.herts.ac.uk/secreg/upr/AS11.htm
BA	Human Resource Management	300 credit points including 180 at level 6/5 of which 60 must be at level 6	6	A1-A4; B1; B3; C1; C2, C3; D1-D6
BA	Business and Human Resources	300 credit points including 180 at level 6/5 of which 60 must be at level 6	6	A1-A6; B1; B3; B4; B5; C1; C2; C3; C5; D1-D6

Programme-specific assessment regulations

The programme complies with the University's academic regulations (in particular, [UPR AS11](#), [UPR AS12/UPR AS13](#) and [UPR AS14](#)) with the exception of those listed below, which have been approved by the University:

- HBS UG placement students must submit and pass a placement portfolio to gain the suffix '(Sandwich)' to their award.
- Students trailing over 30 credits will not be permitted to engage in 'Study Abroad', and those with 30 credits or under should seek advice from their Programme Leader
- HBS requires undergraduate students to pass a minimum of 75 credits of study in their chosen language to receive the minor award suffix 'with <language>'

E. Management of Programme & Support for student learning.

Management

The programme is managed and administered through:

- The Dean of School
- The Deputy Dean
- The Associate Dean Undergraduate
- The Head of Subject Group with delegated responsibility for the management of the programme
- The Programme Leader responsible for the day to day management and who advise students on the programme as a whole
- An Admissions Tutor, with specific responsibility for open days and selection
- Module Leaders who are responsible for individual modules
- A Placements Office to assist with the procurement of placements
- A Programme Committee, the membership of which includes student representatives from each level of study and key members of the Business School.

Support

Students are supported by:

- A programme/year tutor to help students understand the programme structure
- An induction week at the beginning of each new academic session
- Overseas Orientation
- A substantial Student Centre that provides advice on issues such as finance, University regulations, legal matters, accommodation, international student support, etc.
- Office of Dean of Students, incorporating Chaplaincy, Counselling and Nursery
- Medical Centre
- HBS Information Point to provide academic and pastoral support
- An International and Direct Entry Support Tutor
- A Disabled Student Coordinator
- An Equality Office
- A team of Academic Support Tutors
- An Exchange Programme Coordinator
- A European and Study Abroad Office
- A Careers and Placement Service for all current students and graduates
- A Mathematics Drop-in Centre
- Student representatives on programme committees
- A designated administrative team
- The Students' Union
- StudyNet, a versatile on-line interactive intranet and learning environment
- Attractive modern study environments in Learning Resource Centres

- Guided student-centred learning through the use of StudyNet
- A dedicated Centre for Academic Skills Enhancement (CASE)

F. Other sources of information

In addition to this Programme Specification, the University publishes guidance to registered students on the programme and its constituent modules:

- A Programme (or Student) Handbook;
- A Definitive Module Document (DMD) for each constituent module;
- A Module Guide for each constituent module.

The [Ask Herts](#) website provides information on a wide range of resources and services available at the University of Hertfordshire including academic support, accommodation, fees, funding, visas, wellbeing services and student societies.

As a condition of registration, all students of the University of Hertfordshire are required to comply with the University's rules, regulations and procedures. These are published in a series of documents called 'University Policies and Regulations' (UPRs). The University requires that all students consult these documents which are available on-line, on the UPR web site, at: <http://www.herts.ac.uk/secreg/upr/>. In particular, [UPR SA07](#) 'Regulations and Advice for Students' Particular Attention - Index' provides information on the UPRs that contain the academic regulations of particular relevance for undergraduate and taught postgraduate students.

In accordance with section 4(5) of the Higher Education and Research Act 2017 (HERA), the UK Office for Students (OfS) has registered the University of Hertfordshire in the register of English higher education providers. The Register can be viewed at: <https://www.officeforstudents.org.uk/advice-and-guidance/the-register/the-ofs-register/>. Furthermore, the OfS has judged that the University of Hertfordshire delivers consistently outstanding teaching, learning and outcomes for its students. It is of the highest quality found in the UK. Consequently, the University received a Gold award in the 2018 Teaching Excellence and Student Outcomes (TEF) exercise. This award was made in June 2018 and is valid for up to 3 years. The TEF panel's report and conclusions can be accessed at: <https://www.officeforstudents.org.uk/advice-and-guidance/teaching/tef-outcomes/#/provider/10007147>

G. Entry requirements

The normal entry requirements for the programme are:

For current entry tariff point requirements, please refer to the relevant page for the Course on the University website or on the online prospectus.

The programme is subject to the University's Principles, Policies and Regulations for the Admission of Students to Undergraduate and Taught Postgraduate Programmes (in [UPR SA03](#)), along with associated procedures. These will take account of University policy and guidelines for assessing accredited prior certificated learning (APCL) and accredited prior experiential learning (APEL).

If you would like this information in an alternative format please contact:
Elizabeth Babafemi – Programme Leader, e.babafemi@herts.ac.uk

If you wish to receive a copy of the latest Programme Annual Monitoring and Evaluation Report (AMER) and/or the External Examiner's Report for the programme, please email a request to aqo@herts.ac.uk

BA (Hons) Human Resource Management

Table 2i: Development of Intended Programme Learning Outcomes in the Constituent Modules

This map identifies where the programme learning outcomes are assessed in the constituent modules. It provides (i) an aid to academic staff in understanding how individual modules contribute to the programme aims (ii) a checklist for quality control purposes and (iii) a means to help students monitor their own learning, personal and professional development as the programme progresses.

		Programme Learning Outcomes (as identified in section 1 and the following page)																	
		Knowledge and Understanding				Intellectual Skills			Practical Skills				Transferable Skills						
		A1	A2	A3	A4	B1	B2	B3	C1	C2	C3	C4	D1	D2	D3	D4	D5	D6	
Module Title	Module Code																		
Level 4	Introduction to Human Resource Management	4BUS1023	x	x	x	x	x			x	x	x	x	x	x	x	x		
	People and Organisations	4BUS1124	x	x	x		x	x		x	x	x	x	x	x	x			
	Economics for Business	4BUS1037	x		x		x	x	x	x	x			x					
	Introduction to Organisational Behaviour	4BUS1151	x		x		x	x			x	x		x	x	x	x	x	
	Principles of Marketing	4BUS1010	x				x	x	x	x	x								
	<i>Business Technology Trends (optional)</i>	4BUS1156	x				x	x	x		x	x		x	x		x		
	<i>Introduction to Business Operations (optional)</i>	4BUS1020	x				x	x	x	x	x			x	x				
	<i>Analysing & Managing Business Data (optional)</i>	4BUS1149	x	x			x	x		x	x			x	x				
	<i>The Global Business Environment (optional)</i>	4BUS1154	x	x			x	x	x		x	x		x	x				
	Organisational Psychology	5BUS1030	x	x			x	x	x	x	x			x	x	x	x		
Level 5	Information Systems for HRM	5BUS1181	x		x	x	x	x	x			x	x	x					
	Performance Management and Reward	5BUS1020	x	x	x	x	x	x	x			x	x	x					
	Employment Law	5BUS1212	x	x			x	x	x		x			x				x	
	Business and Enterprise Contexts	5BUS1180	x	x	x	x	x	x	x	x	x		x	x	x	x	x	x	
	Enhancing Employability	5BUS1085				x	x	x		x	x	x	x	x	x	x	x	x	
	<i>Geopolitics (optional)</i>	5BUS1089	x	x			x	x		x	x			x	x		x	x	
	<i>Cross Cultural Management (optional)</i>	5BUS1054	x							x	x			x	x	x		x	
	<i>Exploring Business Ethics (optional)</i>	5BUS1049	x	x			x	x		x	x			x	x	x		x	
	Level 6	Placement Year	6BUS1228	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
		Contemporary Issues in HRD	6BUS1224	x	x	x	x	x	x	x	x	x	x	x	x	x	x		
Employment Relations		6BUS1017	x	x	x	x	x	x	x				x	x	x	x			

International HRM	6BUS1019	x	x	x		x	x	x	x			x	x	x	x			x
<i>Diversity and Equality at Work (optional)</i>	6BUS1225	x	x	x		x	x	x				x	x	x	x		x	x
Professional Development for the Workplace	6BUS1262				x	x	x	x		x	x	x	x	x	x	x	x	x
<i>Contemporary Issues in Ethics, Business and Sustainability (Optional)</i>	6BUS1210	x	x			x	x	x	x	x			x	x	x			x
<i>Creative Problem Solving for Managers (optional)</i>	6BUS1047	x				x	x	x	x	x			x	x		x		
<i>Research Methods (optional)</i>	6BUS1086	x				x	x	x	x	x			x	x				
<i>Leadership and Organisations (optional)</i>	6BUS1141	x	x			x	x	x	x	x			x	x				
<i>Dissertation for HRM (optional)</i>	6BUS1015	x	x			x	x	x	x	x			x	x				x
<i>Strategic Management (optional)</i>	6BUS1264	x				x	x	x	x	x			x					x

KEY TO PROGRAMME LEARNING OUTCOMES

Knowledge and Understanding

- A1. The complexities of organisations and the way in which they are managed
- A2. The external stakeholder and global environment in which organisations and Human Resource Management operates
- A3. The management and development of Human Resources
- A4. The composition, structure and management of the Human Resource function

Intellectual Skills

- B1. Research and Assess subject specific facts, theories, principles and concepts
- B2. Utilise cognitive skills of critical thinking, analysis and synthesis
- B3. Describe analyse and critically interpret data information and research evidence

Practical Skills

- C1. Manipulate, sort and present data
- C2. Demonstrate competence in written and oral communication skills.
- C3. Demonstrate competence in interactive and group skills
- C4. Develop people management and development skills behaviours and competencies

Transferable Skills

- D1. Communicate effectively, both orally and in writing
- D2. Be an effective self-manager in terms of time, planning and behaviour, motivation, self-starting, individual initiative and enterprise
- D3. Be self-aware, open and sensitive to diversity in terms of people, cultures, business and management issues
- D4. Develop interpersonal skills of effective listening, negotiating, persuasion, and presentation
- D5. Demonstrate the ability to use academic, enterprise and employability skills in both scholarly and work-based environment
- D6. Operate in the dynamic global arena and appreciate contemporary and cross-cultural differences

BA (Hons) Business and Human Resources

Table 2ii: Development of Intended Programme Learning Outcomes in the Constituent Modules

This map identifies where the programme learning outcomes are assessed in the constituent modules. It provides (i) an aid to academic staff in understanding how individual modules contribute to the programme aims (ii) a checklist for quality control purposes and (iii) a means to help students monitor their own learning, personal and professional development as the programme progresses.

Programme Learning Outcomes (as identified in section 1 and the following page)																									
		Knowledge & Understanding						Intellectual Skills					Practical Skills					Transferable Skills							
Module Title	Module Code	A1	A2	A3	A4	A5	A6	B1	B2	B3	B4	B5	C1	C2	C3	C4	C5	D1	D2	D3	D4	D5	D6		
Accounting for Managers	4BUS1096	x					x	x		x	x		x	x			x	x							
Economics for Business	4BUS1037		x			x	x	x				x		x			x	x						x	
People and Organisations	4BUS1124	x	x	x			x	x	x			x	x	x	x	x		x	x	x	x				
Introduction to HRM	4BUS1023	x	x	x	x	x	x	x					x	x	x	x		x	x	x	x	x			
Quantitative Methods for Business	4BUS1069						x	x		x	x		x	x			x	x							
Principles of Marketing	4BUS1010						x	x		x	x	x		x			x	x							
Introduction to Organisational Behaviour	4BUS1151	x		x		x		x	x		x			x	x			x			x	x			x
Enhancing Employability	5BUS1085				x			x	x					x	x	x	x	x	x	x	x	x	x		
Exploring Business Ethics	5BUS1049	x	x				x	x	x			x	x	x			x	x	x	x				x	
Organisational Psychology	5BUS1030	x	x			x	x	x	x	x		x	x	x			x	x	x	x	x				
Information Systems for HRM	5BUS1181	x		x	x		x	x	x	x	x		x			x	x	x	x						
Managing People	5BUS1037	x	x	x	x	x	x	x	x	x	x			x	x	x	x	x		x	x			x	
Enterprise	5BUS1080						x	x	x		x			x	x		x	x	x			x	x		
Performance Management and Reward	5BUS1020	x	x	x	x	x	x	x	x	x	x		x			x	x	x	x						
Employment Law	5BUS1212	x	x					x	x	x		x		x				x					x		

Business and Commercial Awareness	6BUS0279					x		x	x	x	x			x	x		x	x	x		x	x				
Leadership and Organisations	6BUS1141	x			x	x	x	x	x	x	x	x		x		x	x	x		x	x					
Employment Relations	6BUS1017	x	x	x	x	x	x	x	x	x		x	x			x	x	x	x	x	x					
Contemporary Developments in HRD	6BUS1224	x	x	x	x		x	x	x	x		x	x	x	x	x	x	x	x	x	x					
Strategic Management	6BUS1264	x				x	x	x	x	x	x	x	x			x	x								x	
Digital Economy	6BUS1267						x	x	x	x		x		x			x	x								
International HRM	6BUS1019	x	x	x			x	x	x	x		x	x			x	x	x	x	x				x		

KEY TO PROGRAMME LEARNING OUTCOMES

Knowledge and Understanding

- A1. The complexities of organisations and the way in which they are managed
- A2. The external stakeholder and global environment in which organisations and Human Resource Management operates
- A3. The management and development of Human Resources
- A4. The composition, structure and management of the Human Resource function

And additionally, for the Business and HRM Award:

- A5. Examine the intricacies of organisations;
- A6. Research the wide range of processes, procedures and practices of effective management;

Intellectual Skills

- B1. Research and Assess subject specific facts, theories, principles and concepts
- B2. Utilise cognitive skills of critical thinking, analysis and synthesis
- B3. Describe analyse and critically interpret data information and research evidence

And additionally, for the Business and HRM Award:

- B4. Analyse and evaluate business information for decision-making purposes;
- B5. Analyse and evaluate the impact of the wider international, economic, political, legal and social environment on business organisations.

Practical Skills

- C1. Manipulate, sort and present data
- C2. Demonstrate competence in written and oral communication skills.
- C3. Demonstrate competence in interactive and group skills
- C4. Develop people management and development skills behaviours and competencies

And additionally, for the Business and HRM Award:

- C5. Conduct research into business and management issues through the creation, extraction and analysis of data from a range of sources

Transferable Skills

- D1. Communicate effectively, both orally and in writing
- D2. Be an effective self-manager in terms of time, planning and behaviour, motivation, self-starting, individual initiative and enterprise
- D3. Be self-aware, open and sensitive to diversity in terms of people, cultures, business and management issues
- D4. Develop interpersonal skills of effective listening, negotiating, persuasion, and presentation
- D5. Demonstrate the ability to use academic, enterprise and employability skills in both scholarly and work-based environment
- D6. Operate in the dynamic global arena and appreciate contemporary and cross-cultural differences

BA Human Resource Management

		Assurance of Learning Goals and Criteria																	
		1. Professionalism, Employability and Enterprise			2. Learning and Research Skills			3. Intellectual Depth, Breadth and Adaptability			4. Respect for Others			5. Social Responsibility			6. Global Awareness		
Module Title	Module code	1.1	1.2	1.3	2.1	2.2	2.3	3.1	3.2	3.3	4.1	4.2	4.3	5.1	5.2	5.3	6.1	6.2	6.3
Business and Enterprise Contexts	5BUS1180							x		x			x						
Employment Relations	6BUS1017															x			
International Human Resource Management	6BUS1019																x		x
Professional Development for the Workplace	6BUS1262	x	x	x															
Contemporary Developments in HR	6BUS1224				x	x	x		x						x				
Diversity and Equality at Work	6BUS1225										x	x							

Section 2

Programme management

Relevant QAA subject benchmarking statements
Type of programme
Date of validation/last periodic review
Date of production/ last revision of PS
Relevant to level/cohort
Administrative School

General Business and Management (2015)
Undergraduate
March 2016
March 2021
Level 4 entering September 2021
Hertfordshire Business School

Table 3 Course structure

Course details		
Course code	Course description	HECOS
BSHR	BA (Hons) Human Resource Management	100085

Course details		
Course code	Course description	HECOS
BSHR	BA (Hons) Business and Human Resources	100085