Programme Specification Document

Approved, 2022.03

Overview

Programme Code	36027
Programme Title	Master of Business Administration
Awarding Institution	Liverpool John Moores University
Programme Type	Apprenticeship
Language of Programme	All LJMU programmes are delivered and assessed in English
Programme Leader	Lisa Knight
Link Tutor(s)	

Awards

Award Type	Award Description	Award Learning Outcomes
Target Award	Master of Business Administration - MBA	See Learning Outcomes Below
Alternative Exit	Postgraduate Certificate - PC	Critically analyse uncertain economic situations Evaluate the behaviours of organisations as economic actors within the national economy and society Critically analyse financial information and evaluate the impact on organisational viability Synthesise leadership and performance management theory to enhance individual and organisational performance
Alternative Exit	Postgraduate Diploma - PD	Critically analyse uncertain economic situations Evaluate the behaviours of organisations as economic actors within the national economy and society Critically analyse financial information and evaluate the impact on organisational viability Synthesise leadership and performance management theory to enhance individual and organisational performance Propose and justify a report for a research project in business management Appraise and select policies for implementation of strategy that demonstrate an appreciation of structural, cultural and behavioural issues Synthesise and evaluate methodologies and techniques for effective knowledge and change management in an organisation

Alternate Award Names	

External Benchmarks

Subject Benchmark Statement	PGT-Business and Management (2015)

Apprenticeship Standard

Apprenticeship Standard	End Point Assessment	Proposed Off the Job Training delivery
Senior leader - ST0480	Non-Integrated	

Programme Offering(s)

Mode of Study, Mode of Delivery	Intake Month	Teaching Institution	Programme Length
Part-Time, Face to Face	September	LJMU Taught	2 Years

Aims and Outcomes

Educational Aims of the Programme

Apply the management skills and business knowledge required to operate as an effective manager within a modern work environment. Make a professional contribution to management within a fast moving environment in a range of functional areas and general business. Apply cross-functional abilities and transferable management skills to make a positive contribution to organisational impact. Assess strategic business issues and make a timely contribution to these through problem solving in a team environment. As an independent learner, reflect on the principles and practice of self development and apply these so as to impact positively in an organisational setting. Evaluate the impact research methodologies can have on a business and select the most suitable method for the task at hand. Synthesise current management theory and business principles to enhance career prospects and to facilitate personal, academic and professional development.

Learning Outcomes

Code	Description
PLO1	Evaluate and integrate management concepts and business philosophies to assess the impact these can have in today's business environment.
PLO2	Utilise multi-source data in problem solving and decision-making to demonstrate organisational impact.
PLO3	Link theoretical concepts to practice to evaluate the impact these can have through a critical appraisal of organisational policies and procedures.
PLO4	Apply key functional business areas, assess their impact and provide recommendations for improvement.
PLO5	Demonstrate competence, professionalism and leadership in communication and problem solving skills.

Code	Description
PLO6	Apply concepts, knowledge and skills to work-based practice and select appropriate management tools to create a positive impact on specific organisational issues.
PLO7	Recognise and take account of financial and resource issues implications during periods of change and the associated decision-making processes.
PLO8	Select and utilise management tools in the construction of business projects and decision-making.
PLO9	Articulate conclusions and recommendations based on evidence that is subject to critical appraisal and independent thinking.
PLO10	Adopt and apply a flexible approach to different business and management contexts.
PLO11	Use relevant research methods and approaches to critically appraise an issue within a working environment.
PLO12	Understand and critically appraise the theoretical underpinnings of functional disciplines and how these can contribute to management principles.
PLO13	Apply effective professional communication both written and oral to assess academic materials in an independent manner.
PLO14	Utilise problem-solving skills with an ability to prioritise work in a time-critical situation.
PLO15	Competently use management and leadership skills to promote positive attitudes and to assess the impact of interventions.
PLO16	Manage personal and organizational change by adapting to changing requirements and circumstances.
PLO17	Use imaginative thinking in problem solving, assessing impact and incorporating these in decision-making activities.
PLO18	Structure and communicate ideas effectively across a range of media and participate constructively both as a leader and as a member of a team.
PLO19	Employ personal reflection skills on a continuing basis through partnership working, professional team
PLO20	participation and independent learning.
PLO21	Critically appraise the use of research methods and technological skills and select an appropriate approach in support of management decision making.
PLO22	Hold a realistic appreciation of the impact conflict can place on managers and the role that leadership can play in resolving people issues.
PLO23	Hold a comprehensive in-depth knowledge of how management functions can be synthesised within areas of specialisation and interact across disciplines.
PLO24	Critically appraise how advanced management tools can be applied strategic decision-making.
PLO25	Critically reason and analyse complex managerial issues, both systematically and innovatively.
PLO26	Analyse, interpret and rigorously evaluate business functions by drawing on a variety of sources.

Code	Description
PLO27	Assess the differing theoretical and practical approaches to leading people and explain the distinct concepts of leadership, leader and follower.

PLO27

Programme Structure

Programme Structure Description

The programme will be available to be offered part-time as part of a Level 7 degree apprenticeship programme. The taught stage (120 credits) takes 4 semesters, with the expected duration for a part-time student being 2 years. There is only one option on the programme 7455BUSME Business Process Excellence or 7465BUSME Project Management. Optionality is dependent on the background or aspirations of the students to develop in operations or project management role. Completion of 180 taught credits entitles the student to the award of Masters in Business Administration. The alternative exit award of PG Diploma in Business Administration is awarded on completion of 120 taught credits. The alternative exit award of PG Certificate in Business Administration is awarded on completion of 60 taught credits. The regular pattern of delivery for this programme will be 30 credits of delivery per semester. Summer semesters will be utilised for this programme. Modules will be taught in block delivery over three days per 10 credits.

Apprentices all need to complete mandatory training in Safeguarding, British Values and Prevent before they can undertake the End Point Assessment. Generic, mandatory online training programmes will offered to apprentices and this may be supplemented by additional training that is specific to the programme.

Programme Structure - 180 credit points	
Level 7 - 180 credit points	
Level 7 Core - 170 credit points	CORE
[MODULE] 7451BUSME Leadership, Engagement and People Performance Approved 2022.01 - 20 credit points	
[MODULE] 7452BUSME Business Project Approved 2022.01 - 10 credit points	
[MODULE] 7453BUSME Leadership and Strategic Performance Approved 2022.01 - 20 credit points	
[MODULE] 7454BUSME Marketing Context and Relationship Management Approved 2022.01 - 10 credit points	
[MODULE] 7456BUSME Enterprise and Risk Management Approved 2022.01 - 10 credit points	
[MODULE] 7457BUSME Finance and Decision Making Approved 2022.01 - 10 credit points	
[MODULE] 7458BUSME Digital Business Innovation Approved 2022.01 - 10 credit points	
[MODULE] 7459BUSME Leading Change for Sustainable Futures Approved 2022.01 - 10 credit points	
[MODULE] 7460BUSME Research Strategies for Practitioners Approved 2022.01 - 10 credit points	
[MODULE] 7469BUSME Strategic Business Consultancy Project Approved 2022.02 - 60 credit points	
Level 7 Optional - 10 credit points	OPTIONAL
[MODULE] 7455BUSME Business Process Excellence Approved 2022.01 - 10 credit points	
[MODULE] 7465BUSME Project Management Approved 2022.01 - 10 credit points	

Module specifications may be accessed at https://proformas.ljmu.ac.uk/Default.aspx

Teaching, Learning and Assessment

Modules will normally be delivered in block release format i.e. three full days per 10 credit module, however, days will be broken down into 2-3 hour workshops sessions. The universities VLE (Canvas) will be employed to allow teaching and extension materials to be readily available off-site and provide a means for participants to maintain contact. A strong emphasis is placed on recognising that the workplace is an important place to learn, learners will integrate key concepts and theories, assessing the impact of these on their own working environment and reporting back on their findings. Action learning will be adopted as the key supportive and collaborative approach to learning, issues and challenges from the workplace can be discussed and peer reviewed by tutors and colleagues on the course, providing a forum to bring ideas, thoughts, issues and actionable remedies to the fore. The predominant assessment methodology is one piece of individual coursework per module, which will require participants to relate their learning to an organisational setting. These assessments will normally be developed from their own experience or setting by each individual student through the module activities with the application of theory to practice being a key element of the programme. In the initial 20 credit module, the emphasis will be on a portfolio of work, bringing together different facets of learning activities enabling them to develop a broad understanding of themselves and their overall objectives for the duration of the programme. During all modules formative feedback, which supports the summative assessments, is ongoing both within and outside the formal sessions. Students experiencing changing circumstances or difficulties with access may be supported by providing suitable case studies for their assessments, however this is not promoted.

Opportunities for work related learning

The programme conforms to the QAA requirements for "a career development programme for those who have significant ... and relevant work experience on which the learning process should build". Manager and leader development is a shared responsibility, and the ethos of this programme is that it is best developed in partnership between the Business School, together with the organisation and the delegates for whom it is intended. The programmes approach to how manager's and leader's learn applies proven management and leadership development approaches. At the centre of the programmes philosophy is the notion that we learn best from experience, so action learning and coaching are a key part of the programme. This approach also builds strong peer learning groups where managers learn from each other. That is because the programme sees management and leadership development as a social and collaborative process. It also means that the programme takes learning from the workplace seriously. Consequently, everybody brings their experience from their area of expertise with them, and plans to apply knowledge and skills in practice and then to reflect on their experience and improve their performance.

Entry Requirements

Type	Description
Other international requirements	Applications where an interview is not possible will need to provide additional evidence of experience and aptitude to study. This will normally be achieved by taking up employment references and a score in the recognised international admissions test for management programmes, GMAT. Where English is not the candidate's first language, or their first degree was not taught and assessed wholly in English, an IELTS score of 6.5 must be achieved, with no individual score of less than 6. The programme complies fully with the requirements of the Equality Act 2010.

Alternative qualifications considered	All candidates must be able to demonstrate an ability to benefit from and contribute to the programme. QAA describes the experience requirement for admission to an MBA as "significant post-graduation and relevant ... experience on which the learning process should build". QAA envisages this experience as "at least 2 years with the typical entrant having substantially more than this". Given the nature of learning and the assessment of learning, participants would normally be in a position where they undertake important management decisions, or have been in such a position in a way that supports their learning and assessment. Admission, therefore, to the programme will require a mix of experience, academic development and intellectual aptitude. Admission will normally be by interview, after formal application, in order to assess aptitude for study. Where groups of students are nominated by a sponsoring employer admission discussions may include relevant employer representatives. Students who have equivalent qualifications at level 7 may be able enter this programme at different points e.g. 60 credits (or equivalent) to top to up PG Diploma/MBA and 120 credits (or equivalent) to top up to MBA. Admission to the programme is conditional on the applicant meeting the Level 7 Degree Apprenticeship GCSE Maths and English (or equivalent) requirements.
Interview required	Mature entry: The course team has a strong commitment to widening participation and positively welcomes non-standard applicants. Candidates with significant management experience (>2 years) and a demonstrated aptitude for study can be accepted without previous experience of higher education. Admission will normally be by interview, after formal application in order to assess aptitude for study

Extra Entry Requirements