

PROGRAMME SPECIFICATION

Bachelor of Arts with Honours (SW) in International Business Studies and Spanish

Awarding institution	Liverpool John Moores University
Teaching institution	LIVERPOOL JOHN MOORES UNIVERSITY
UCAS Code	NT11
JACS Code	N120, T100
Programme Duration	
Language of Programme	All LJMU programmes are delivered and assessed in English
Subject benchmark statement	Languages and Related Studies (2007), General Business and Management (2007).
Programme accredited by	
Description of accreditation	
Validated target and alternative exit awards	Bachelor of Arts with Honours in International Business Studies and Spanish Bachelor of Arts with Honours (SW) in International Business Studies and Spanish Bachelor of Arts in International Business Studies and Spanish Bachelor of Arts (SW) in International Business Studies and Spanish Diploma of Higher Education in International Business Studies and Spanish Certificate of Higher Education in International Business Studies and Spanish

Programme Leader

Educational aims of the programme

The curriculum is designed to comply with the QAA Languages and Related Studies (2007) and the General Business and Management (2007) Subject Benchmarks published as part of the national academic infrastructure.

The BA (Hons) International Business Studies programme aims to enable students to:

- develop the personal and key skills to enable them to work effectively on their own and within teams, and to be able to meet the challenges of working in a changing environment;
- appreciate and function within a diverse and complex trans-national business environment;
- develop the necessary social, linguistic, cultural and business skills and knowledge;
- achieve a high level of competence in one language;
- acquire the intellectual skills to enhance personal development and inculcate a positive attitude to lifelong learning.

Target award Learning Outcomes - Bachelor of Arts with Honours (SW)

A student successfully completing the programme of study will have acquired subject knowledge and understanding as well as skills and other attributes.

Knowledge and understanding

A student who is eligible for this award will be able to:

- A1. Target language across the four skills (L4.3)
- A2. Intercultural awareness, understanding & competence (L4.4)
- A3. Explicit knowledge of language (L4.5)
- A4. Aspects of the cultures, communities & societies where the language is used (L4.7)
- A5. Specialist knowledge in chosen areas of study (L4.8)
- A6. Business organisations and their external environment - structures, function, processes, management and operational climate (B3.5)
- A7. Markets - their development and operation (B3.7)
- A8. Customers - expectations, service and orientation (B3.7)
- A9. People - their management and development within organisations (B3.7)
- A10. Operations - the management of resources and operations (B3.7)
- A11. Finance - sources, uses and management of finance (B3.7)
- A12. Information systems - the development, management and exploitation of information systems (B3.7)
- A13. Communication & Information Technology - for application in business and management (B3.7)
- A14. Intercultural Awareness and Understanding (L4.4)
- A15. Pervasive issues - sustainability, globalisation, corporate social responsibility, diversity, business innovation, creativity, enterprise development, knowledge management and risk management (B3.7)

Teaching, learning and assessment methods used to enable outcomes to be achieved and demonstrated

Acquisition of A1-A5 is through interactive classes focusing on the features of the four skills, grammar and discourse, as well as area studies. Group discussions and pair work are encouraged; varied language lab sessions and regular formative coursework consolidate learning. Additional support is provided through development of independent learning skills and use of self-access facilities for language study in the ARC. Acquisition of A5-A15 is through a range of contact hours including lectures, tutor/student-led seminars and interactive classes. Throughout the programme students are encouraged to use a variety of media and to broaden their understanding of the subject.

Assessment

Assessment methods are specified in each module proforma and more details are given to students in module outlines or handbooks at the beginning of each module.

Formal evaluation of knowledge and understanding is through unseen written exams and coursework (including essays, reports, presentations) as well as projects based on individual and collaborative research.

Skills and other attributes

Intellectual Skills

A student who is eligible for this award will be able to:

- B1. Use language creatively and precisely for a range of purposes and audiences (L5.14, B3.9)
- B2. Engage with and interpret layers of meaning within texts and other cultural products (L4.5.1, B3.9)
- B3. Contextualise from a variety of perspectives (L5.14, B3.9)
- B4. Reflect critically and make judgements in light of evidence and argument (L5.14, B3.9)
- B5. Extract and synthesise key information from written and spoken sources (L5.14, B3.9)
- B6. Organise and present ideas within the framework of a structured and reasoned argument (L5.14)
- B7. Identify and solve problems (L5.14, B3.9)
- B8. Analyse and interpret data (L5.14, B3.9)

Teaching, learning and assessment methods used to enable outcomes to be achieved and demonstrated

Intellectual skills are developed through the teaching and learning strategies outlined above. All modules in the programme emphasise student-centred learning, involving students in task-based activities followed by discussion, feedback and a wider application of the concepts.

Open-ended coursework and project work is designed to permit students to demonstrate achievement of all the learning outcomes in this category.

Assessment

Intellectual skills are assessed throughout the programme. There is explicit assessment of B1-B6 in written and oral examinations for core language modules, B7-B8 in unseen written exams and coursework.

Professional practical skills

A student who is eligible for this award will be able to:

- C1. Use and present material in the target language and one's own language in written and oral forms in a clear and effective manner (L5.15)
- C2. Work autonomously, manifested in self-direction, self-discipline and time management (L5.15)
- C3. Take accurate and effective notes and summarise material (L5.15)
- C4. Research effectively in libraries and handle bibliographic information (L5.15)
- C5. Use target language source materials appropriately (L5.15)
- C6. Write and think under pressure and meet deadlines (L5.15)
- C7. Access electronic resources and use information and communication technologies (ICT) appropriately (L5.15)
- C8. Apply key methods and concepts of linguistic and business analysis (B4.1)
- C9. Apply appropriate theoretical concepts to the working environment (B5.2)
- C10. Apply various research methodologies (B4.1)

Teaching, learning and assessment methods used to enable outcomes to be achieved and demonstrated

All students receive initial generic and module specific guidance and specialist induction on the identification, location and use of multimedia materials in the ARC and alternate local and non-local sources. Guidance for the production of coursework - essays, oral presentations, dissertations, translation and interpreting are provided at modular level. Criteria for assessment accompany individual assignments. Indicative and essential sources accompany course outlines. Language and linguistic skills are developed through interactive classes addressing productive and receptive skills and consolidated through independent study and multiple forms of coursework. Students are encouraged to identify their strengths and weaknesses and set appropriate goals and strategies for achievement. There is opportunity, particularly in the integrated Study Semester during the year abroad, to apply the acquired appropriate theoretical concepts to the working environment.

Assessment

Skills C1-C8 and C10 are assessed through oral and written coursework, unseen written exams and summative oral work. Practical skills are particularly assessed during work placement during the year abroad (C9).

Transferable / key skills

A student who is eligible for this award will be able to:

- D1. Structure and communicate ideas effectively and confidently in both oral and written form (L5.15)
- D2. Manage time and work to deadlines, as an individual and as part of a team (L5.15)
- D3. Participate constructively in groups (L5.15)
- D4. Learn and work independently (L5.15)
- D5. Use appropriate ICT tools and resources efficiently and effectively in order to find and organise information and present that information in a professional manner (L5.15, B3.9)
- D6. Manage and reflect on own learning and development (L5.14, B3.9)
- D7. Develop an awareness of cultural and ethical considerations in international business so as to be able to adapt to different environments and business cultures (B3.10)
- D8. Select and critically evaluate information in order to analyse problems (B3.9)
- D9. Use integrative skills to analyse problems, applying appropriate language or numerical skills where relevant (L5.14, B3.9)

Teaching, learning and assessment methods used to enable outcomes to be achieved and demonstrated

Oral and written assignments are set regularly (D1, D8). Verbal and written feedback foster reflective awareness and independent learning (D2, D4, D6). Deadlines across modules on the programme are monitored carefully to minimise bunching and promote effective time management (D2). Support is given to develop independent skills

for the oral dossier at planning and draft stages (D4). Group-work is encouraged through task-based discussions and group presentations (D1, D2, D3). ICT and study skills are taught and continuously assessed in a Level 1 core module and developed progressively (e.g. searching for and presenting information using ICT tools and resources) through Levels 2 and 3 (D5). New cross-cultural business modules are available to students at Level 3 (D7).

Assessment

Effective communication is assessed in all areas of learners' work (D1). Group-work skills are assessed through video-taped presentations of a prepared topic (D1-D3, D5). Students reflect on own learning and development in Translation log (D6) Individual coursework - essays, reports, presentations, and unseen written exams (D1-D2, D4-D5). Problem-solving skills and intercultural business awareness are assessed by coursework and unseen written exams (D7-D8).

Programme structure - programme rules and modules

Programme rules

The course is studied over four years full time. The university year is 30 weeks long and is split into two semesters; modules run either year long or half yearly. 12 credit modules are half yearly and 24 credit modules are year long; Each module credit represents 10 hours of study; therefore a 12 credit module would be equivalent to 120 hours of study. At each level of study 120 credits are required to complete the year, 60 credits from Language modules and 60 credits from Business modules. Each level is made up of core and optional modules. Additional 12 credit modules 4000LAIS, 5000LAIS, will be offered to continuing students who are required to study a 12 credit module for the purpose of referral/deferral and module re-registration.

Level 6	Potential Awards on completion	Bachelor of Arts with Honours (SW)
Core	Option	Award Requirements
6001BUSMA COMPARATIVE BUSINESS CULTURES (12 credits) 6000BUSST STRATEGIC MANAGEMENT (12 credits) 6013LASP SPANISH FOR PROFESSIONAL PURPOSES 1 (24 credits) 6014LASP SPANISH FOR PROFESSIONAL PURPOSES 2 (24 credits)	6012BUSAF INTERNATIONAL FINANCE (12 credits) 6000LACH MANAGING BUSINESS IN CHINA (12 credits) 6006BUSHM DEVELOPMENT OF PEOPLE IN AN INTERNATIONAL ENVIRONMENT (12 credits) 6000LAJP MANAGING BUSINESS IN JAPAN (12 credits) 6008BUSMK INTERNATIONAL MARKETING (12 credits) 6009BUSMK INTERNATIONAL BUSINESS PROJECT (12 credits) 6002BUSOM MANAGING PROJECTS (12 credits) 6001BUSSR CORPORATE SOCIAL RESPONSIBILITY (12 credits) 6015LASP CONTEMPORARY ISSUES IN THE SPANISH-SPEAKING WORLD (12 credits) 6016LASP LA ECONOMIA Y LOS NEGOCIOS EN ESPANA (12 credits)	72 core credits at level 6 48 option credits at level 6

Level 5	Potential Awards on completion	
Core	Option	Award Requirements
5000BUSMA MANAGEMENT FOR FINANCIAL MANAGERS (12 credits) 5001BUSMA INTERNATIONAL BUSINESS PRACTICE (12 credits) 5000BUSRE RESEARCH METHODS FOR BUSINESS (12 credits) 5001LASSS THE YEAR ABROAD IN FOCUS (12 credits) 5002LASP APPLIED SPANISH LANGUAGE 2 (12 credits) 5003LASP DEVELOPMENT OF	5030BUSAE INTERNATIONAL TRADE FINANCE (12 credits) 5006BUSHM MANAGING PEOPLE IN AN INTERNATIONAL ENVIRONMENT (12 credits) 5004BUSMK INTERNATIONAL MARKETING PRINCIPLES (12 credits) 5000LASPX APPLIED SPANISH LANGUAGE 1 (EX ABINITIO) (12 credits) 5001LASP APPLIED SPANISH	72 core credits at level 5 48 option credits at level 5

20TH CENTURY SPAIN (12 credits)	LANGUAGE 1(POST AS/A LEVEL) (12 credits) 5004LASP THE DEVELOPMENT OF 20TH CENTURY SPANISH AMERICA (12 credits) 5005LASP SPANISH BUSINESS ENVIRONMENT AND COMMUNICATIONS (12 credits)	
---------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--

Level 4	Potential Awards on completion	
Core	Option	Award Requirements
4006BUSAE FINANCIAL ACCOUNTING FOR BUSINESS (12 credits) 4000BUSGM BUSINESS MATTERS (24 credits) 4000BUSHM ORGANISATIONAL BEHAVIOUR (12 credits) 4033BUSIS INFORMATION TECHNOLOGY IN BUSINESS (12 credits) 4000BUSST BUSINESS AND SOCIETY (12 credits)	4000LASP SPANISH AB INITIO LANGUAGE (36 credits) 4002LASP SPANISH POST A-LEVEL LANGUAGE (24 credits) 4003LASP INTRODUCTION TO THE DEVELOPMENT OF CONTEMPORARY SPAIN (12 credits) 4006LASP CONTEMPORARY SPANISH SOCIETY (24 credits)	72 core credits at level 4 48 option credits at level 4

Information about assessment regulations

All programmes leading to LJMU awards operate within the University's Academic Framework.
<https://www.ljmu.ac.uk/about-us/public-information/academic-quality-and-regulations/academic-framework>

Opportunities for work-related learning (location and nature of activities)

BAIBS students undertake a placement in Spain in their third year.

The majority of students record their placement as a very positive experience which has considerably enhanced their organizational skills, problem-solving, IT skills, team & interpersonal skills as well as their ability to communicate confidently in the target language.

With BAIBS now under the Liverpool Business School, the programme team will seek to take advantage of the Work-Based Learning Unit's services in order to improve the students' Work-based learning experience (improved data-base of student placements, more accurate recording and follow-up of students, a re-designed set of learning outcomes and assessment).

Criteria for admission

A/AS Level

School/College leavers who have reached 17.5 years on admission.

Normally five GCSE passes (or equivalent) at grade C above, including Maths and English, and 200 points from a minimum of 2 'A' Levels (or equivalent), including 80 from the language if it is to be studied post 'A' level.

BTEC National Diploma

An appropriate National Diploma with 200 points in appropriate units.

Irish Leaving Certificate

200 UCAS tariff points (including Grade B in the post 'A' Level language).

Scottish Higher

200 UCAS tariff points (including Grade B in the post 'A' Level language).

International Baccalaureate

24 points, including 5 in Maths and 5 in the post 'A' Level language).

Access

Overall pass on a relevant course (plus English and Maths at GCSE and a relevant language qualification in the post 'A' Level language).

Other

Institute of Linguists Advanced Certificate - Overall pass.

Mature entry

Mature applicants are usually offered an interview.

Overseas qualifications

Applicants must provide evidence of English competence e.g. IELTS score of at least 6.0 (plus relevant language qualification).

External Quality Benchmarks

All programmes leading to LJMU awards have been designed and approved in accordance with the UK Quality Code for Higher Education, including the Framework for Higher Education Qualifications in the UK (FHEQ) and subject benchmark statements where applicable.

The University is subject to periodic review of its quality and standards by the Quality Assurance Agency (QAA). Published review reports are available on the QAA website at www.qaa.ac.uk

Programmes which are professionally accredited are reviewed by professional, statutory and regulatory bodies (PSRBs) and such programmes must meet the competencies/standards of those PSRBs.

Support for students and their learning

The University aims to provide students with access to appropriate and timely information, support and guidance to ensure that they are able to benefit fully from their time at LJMU. All students are assigned a Personal Tutor to provide academic support and when necessary signpost students to the appropriate University support services.

Students are able to access a range of professional services including:

- Advice on practical aspects of study and how to use these opportunities to support and enhance their personal and academic development. This includes support for placements and careers guidance.
- Student Advice and Wellbeing Services provide students with advice, support and information, particularly in the areas of: student funding and financial matters, disability, advice and support to international students, study support, accommodation, health, wellbeing and counselling.
- Students studying for an LJMU award at a partner organisation will have access to local support services

Methods for evaluating and improving the quality and standards of teaching and learning

Student Feedback and Evaluation

The University uses the results of student feedback from internal and external student surveys (such as module evaluations, the NSS and PTES), module evaluation questionnaires and meetings with student representatives to improve the quality of programmes.

Staff development

The quality of teaching is assured through staff review and staff development in learning, teaching and assessment.

Internal Review

All programmes are reviewed annually and periodically, informed by a range of data and feedback, to ensure quality and standards of programmes and to make improvements to programmes.

External Examining

External examiners are appointed to programmes to assess whether:

- the University is maintaining the threshold academic standards set for awards in accordance with the FHEQ and applicable subject benchmark statements
- the assessment process measures student achievement rigorously and fairly against the intended outcomes of the programme(s) and is conducted in line with University policies and regulations
- the academic standards are comparable with those in other UK higher education institutions of which external examiners have experience
- the achievement of students are comparable with those in other UK higher education institutions of which the external examiners have experience

and to provide informative comment and recommendations on:

- good practice and innovation relating to learning, teaching and assessment observed by external examiners
- opportunities to enhance the quality of the learning opportunities provided to students

Please note:

This specification provides a concise summary of the main features of the programme and the 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 learning outcomes, content, teaching, learning and assessment methods of each module can be found in module and programme guides.