

Programme Specification

1	Awarding body	University of London					
2	Teaching Institution	Birkbeck College					
3	Programme Title(s)	BSc Professional Studies					
4	Programme Code(s)	UBSPRFST_C (Oct start) UBSPRFSA_C (Apr start)					
5	UCAS code	N/A					
6	Home Department	Management					
7	Exit Award(s)	No exit awards available					
8	Duration of Study (number of years)	2					
9	Mode of Study	FT		PT	✓	DL	
10	Level of Award (FHEQ)	6					
11	Other teaching depts or institution	N/A					
12	Professional, Statutory Regulatory Body(PSRB) details	N/A					
13	<u>QAA Benchmark Statement</u>	N/A					

14	Programme Rationale & Aims
	<p>The main aim of this programme is to allow students who have successfully completed a Foundation Degree (an important element of which is the integration of work-based learning) to continue with their academic studies to Honours Level, while at the same time including further work-based learning in their programme.</p> <p>The programme will enable students who have achieved Foundation Degrees at other institutions to build on their prior formal and professional learning, and to demonstrate the integration of learning from academic and professional contexts. In addition, they will develop skills both as producers and consumers of research. There will also be the opportunity for students to extend their personal and professional capabilities by providing them with the opportunity to undertake research based on their own professional context.</p>

15	Entry Criteria
	<p>As stated earlier the entry requirement for this programme will be a successfully completed Foundation Degree or equivalent academic/vocational/professional qualifications. The programme also assesses prior experiential learning for those applicants who have considerable professional experience but few formal qualifications. All external applicants to the programme are interviewed, and need to bring 120 Level 4 credits and 60 Level 5 credits on to the programme.</p>

16	Learning Outcomes
	<p>On successful completion of this programme a student will be able to:</p> <p>Level 5:</p> <ol style="list-style-type: none"> 1. Work effectively in small groups and engage with peers 2. Use theory to evaluate materials from the workplace 3. Evaluate and compare aspects of employment-related policy 4. Analyse and evaluate materials from the workplace 5. Design and undertake a small workplace project 6. Use theoretical models to explore workplace learning 7. Explore their own professional practice in a structured and systematic way 8. Develop an independent approach to work and learning <p>Level 6:</p> <ol style="list-style-type: none"> 1. Appreciate the range of contexts for experience-based learning 2. Analyse and evaluate theoretical models relating to experience-based learning 3. Critically evaluate own practice to identify formal and experience-based learning 4. Relate professional skills and learning to relevant academic theory 5. Appreciate the impact of personal informal 'theories' on professional practice 6. Identify informal theories influencing own practice and critically evaluate 7. Integrate theoretical models with experience-based learning at a level of sophistication appropriate for Honours study 8. Recognise the epistemological assumptions implicit in a range of research paradigms 9. Understand the relationship between different research perspectives and research methods 10. Critically evaluate the concepts of objectivity and subjectivity 11. Evaluate research methods considering the context of the intended workplace application 12. Critically review concepts and evidence relating to the area of research 13. Have awareness of ethical issues relating to workplace research 14. Plan a workplace research project 15. Autonomously undertake a piece of 'embedded' research 16. Set a workplace research project into the appropriate academic context 17. Analyse and evaluate research methods appropriate for the workplace

	<p>18. Identify and evaluate relevant data in the workplace, providing a rationale for their selection</p> <p>19. Critically review the evidence they produce and draw conclusions as to its reliability, validity and significance</p> <p>20. Engage with professional codes of conduct, including any ethical requirements</p> <p>21. Integrate theoretical and practical perspectives in an appropriately professional manner</p> <p>22. Present an account of their work which adequately addresses both academic and professional requirements</p>
17	<p>Learning, teaching and assessment methods</p> <p>The teaching and learning methods in this programme are a combination of lectures, workshops, peer group interaction and individual supervision, and blended learning is the predominant mode of delivery.</p> <p>The teaching and learning methods for the two Level 5 modules which are taken by external entrants to the BSc are as follows:</p> <p>Policy in Practice (FDPD022S5): workshops, tutor led seminars, and student led group meetings supplemented by on-line support and guidance.</p> <p>Work Based Project Module (FDPD023S5): introductory workshops to introduce students to basic research methods and the planning of a small project, one to one supervision and on-line support.</p> <p>The teaching and learning methods for the programme of 120 Level 6 credits taken by all students are as follows:</p> <p>Professional Learning Review module (FDPD027S6): workshop sessions followed by individual tutorial sessions if required and supplemented by a range of on-line materials. It is envisaged that students undertake significant independent learning in this module.</p> <p>Researching the Workplace Final Project module (BUMN117D6): initial workshops and individual supervision – this will enable students to study a wide range of areas while still ensuring that they are undertaking their research in an appropriate fashion, using appropriate methodological approaches.</p> <p>Assessment for the modules on the programme are as follows:</p> <p>Level 5 modules taken by external entrants to the BSc – the percentages in brackets indicate the contribution of each mark to the overall module mark:</p> <p>Policy in Practice (30 credits at Level 5)</p> <ol style="list-style-type: none"> 1. Formal records of small group meetings, including detail of discussion and specified action points (15%) 2. Group presentation of main findings of comparative policy study (15%) 3. Learning review (1,500 words) (30%) 4. Individual report of comparative study of policy area (2,000 words) (40%) <p>Work Based Project Module (30 credits at Level 5)</p> <ol style="list-style-type: none"> 1. Project proposal (1000 words) (20%) 2. Interim progress report (1,000 words) (20%)

	<ol style="list-style-type: none"> 3. Presentation (20%) 4. Final project report (2,500 words) (40%) <p>Level 6 modules taken by all students – the percentages in brackets indicate the contribution of each mark to the overall module mark:</p> <p>Professional Learning Review (30 credits at Level 6)</p> <ol style="list-style-type: none"> 1. Prior Learning Review – abbreviated CV which highlights periods of informal experiential learning and explores these in depth, using appropriate theoretical models (2,000 words) (30%) 2. 10-minute PowerPoint presentation discussing learning identified (10%) 3. Reflective Commentary – 3,000-word reflective commentary which integrates both excerpts from the student’s professional journal and relevant theoretical material (60%) <p>Researching the Workplace Final Project (60 credits at Level 6)</p> <ol style="list-style-type: none"> 1. a 1500-word research proposal (20%) 2. 2000-word literature review (20%) 3. 10-minute presentation (10%) 4. 8000-word project report (50%) <p>Across the programme the individual nature of the assessment minimises the possibility of plagiarism. The approach taken in the assessment of the modules addresses the complexity of structuring a workplace project and ensures that students place their workplace project in an appropriate theoretical context.</p> <p>Optional modules are drawn from the Departments of Management, and Organisational Psychology within BEI. These have a broad range of teaching methods including lectures, seminars, and tutorials. Assessment methods are expected to include essays, reports, online tests and full-time exams.</p>
18	<p>Programme Description</p> <p>This programme is designed to provide a work-based learning route through to Honours for those students who have successfully completed a Foundation Degree at Birkbeck, or for external entrants who have an appropriate combination of academic and vocational experience. Students from Birkbeck Foundation Degrees take 120 Level 6 credits and complete the programme in one year and one term. External entrants take an additional 60 Level 5 credits and take two years to complete the programme.</p> <p>The April start will be for internal entrants only (as they only take 30 Level 6 credits in course year 1) while external entrants are expected to begin in Oct, as they will be taking take an additional 60 Level 5 credits in year 1.</p>

19	Programme Structure			
External Entrants				
Year 1				
Level	Module Code	Module Title	Credits	Status*
5	FDPD022S5	Policy in Practice	30	Compulsory
5	FDPD023S5	Work-based Learning	30	Compulsory
6	FDPD027S6	Professional Learning Review	30	Compulsory
Year 2				
Level	Module Code	Module Title	Credits	Status*
6	BUMN117D6	Researching the Workplace (Final Year Project)	60	Compulsory
6		Optional Modules	30	Option
Internal Entrants				
Year 1				
Level	Module Code	Module Title	Credits	Status*
6	FDPD027S6	Professional Learning Review	30	Compulsory
Year 2				
Level	Module Code	Module Title	Credits	Status*
6	BUMN117D6	Researching the Workplace (Final Year Project)	60	Compulsory
6		Option Modules	30	Option
Indicative List of Options				
6	BUMN057H6	Entrepreneurship and Small Business	15	Option
6	MOMN069H6	Strategic management (Undergraduate)	15	Option
6	BUOB017H6	Learning and Employee Development	15	Option

Status*

CORE – Module must be taken and passed by student; COMPULSORY – Module must be taken, mark can be reviewed at sub-exam board; OPTIONAL – Student can choose to take this module

20	Regulations
	<ul style="list-style-type: none"> Admissions This programme adheres to the College Admissions Policy: http://www.bbk.ac.uk/registry/policies/documents/admissions-policy.pdf Credit Transfer Accredited Prior Learning will be considered in line with the College Policy on Accredited Prior Learning http://www.bbk.ac.uk/registry/policies/documents/accreditation-prior-learning.pdf Programme Regulations This programme adheres to the College Common Awards Scheme http://www.bbk.ac.uk/registry/policies/regulations

	<ul style="list-style-type: none"> Programme Specific Regulations (or not applicable) N/A 	
21	Student Attendance Framework – in brief	
	<p>The full version of the 'Student Attendance Framework' is available http://www.bbk.ac.uk/mybirkbeck/services/rules/Attendance-Framework.pdf.</p> <p>Principle Attendance is usually one evening per week over two years. These may be scheduled lectures or classes or group or individual tutorial sessions.</p> <p>Attendance expectation Birkbeck, University of London expects students to consistently attend all timetabled sessions, including lectures, seminars, group and individual tutorials, learning support sessions, workshops, inductions and demonstrations.</p> <p>E-Registers All Birkbeck students are issued with student cards. Students are expected to take them to classes and to assessment venues and to present them to a member of staff if requested. This is for the purpose of identifying Birkbeck students.</p>	
22	Student Support and Guidance	
	<p>All Birkbeck students have access to a range of student support services, details can be found on our website here: http://www.bbk.ac.uk/mybirkbeck/services/facilities</p>	
23	Methods of Enhancing Quality and Standards	
	<p>The College has rigorous procedures in place for the monitoring and enhancing its educational provision. This includes regular monitoring of programmes drawing on feedback from various sources including external examiner's reports, student feedback, student achievement and progression data. In addition, departments are reviewed every four to five years through the internal review process that includes external input.</p> <p>For more information please see the Academic Standards and Quality website http://www.bbk.ac.uk/registry/about-us/operations-and-quality.</p>	
24	Programme Director	Anita Walsh
25	Start Date (<i>term/year</i>)	Autumn 2008
26	Date approved by TQEC	Prior to 2008
27	Date approved by Academic Board	Prior to 2008
28	Date(s) updated/amended	July 2020