Aston University

PROGRAMME SPECIFICATION

Academic Year: 2012-13

Programme Title	Human Resource Management
UCAS/JACS Code	N100
School/Subject Area	Aston Business School Mainly Work & Organisational Psychology Group, plus contributions from other Finance, Accounting & Law and Marketing groups.
Final Award	MSc Ab initio Postgraduate Certificate in HRM Ab initio Postgraduate Diploma in HRM
Interim Award(s)	Postgraduate Certificate, Postgraduate Diploma.
Mode(s) of Study	Part time
Normal Length of Programme	24 months minimum, up to 3 years allowed by the University.
Total Credits	Certificate 60, Diploma 120, MSc 180
Programme Accredited By	MSc HRM accredited by CIPD. Interim awards are not of themselves accredited.
Dates Programme Specification Written and Revised	21/03/10, 30/08/10, 22/06/2011, 15/06/12

Educational Aims of the Programme	The programme is developed and designed to enable Emirati HR practitioners to enhance and develop their skills and knowledge to enable them to take additional responsibility for Human Resource activity in their own organisations. • To provide programmes of study (PG Certificate in HRM, PG Diploma in HRM, MSc HRM) that meets the needs of Emirati professionals enabling them to learn by the exchange of experience as well as formal academic study. • To meet the learning needs of the Emirati professionals to take on greater responsibility for Human Resource issues in their organisations. • To contextualise these responsibilities for the local environment, while drawing on international understanding and comparisons to inform best practice. • To provide students with an excellent and flexible learning experience that draws on the research and consultancy of Aston academic staff, utilising the University's links with business, professional and public sector organisations and with Emirati organisations and higher education institutions. • To provide students with opportunities to enhance their employability by developing life long learning and personal development skills. • To produce well qualified graduates who are equipped for senior positions. The rationale for the programme is to meet or exceed the needs and expectations of students enrolled on the MSc in HRM so that they have the knowledge and skills to pursue careers at a strategic level in this field. External practitioners, including local nationals are used where possible to complement and support the expertise of specialist teaching staff, who enjoy close links with the profession. Specific programme objectives are as follows: For Postgraduate Certificate in HRM: • To understand the role of HRM in national and international organisations • To appreciate the relationships between HRM and the internal business environment. • To develop the knowledge and skills to enable HR practitioners to influence the development of wider business strategy and processes. • To enable HR professionals to reflect upon their own learning and development to develop into reflective practitioners. • To develop the skills necessary to manage a variety of interpersonal situations. For Postgraduate Diploma in HRM, in addition to the above: • To develop the knowledge, skills and attitudes required for advising the wider management team about specific people management activities, including recruitment and selection, learning and development, employee relations, HR strategy and organisational change. • To develop the skills necessary to carry out research within the organisation to inform effective HR decision-making.

	For MSc in HRM, in addition to the above • To develop students' theoretical and methodological insight through the application of their knowledge and skills in HRM and research to a significant, work-based HRM problem or research question. • To demonstrate professional competence in the design, conduct, analysis, evaluation and communication of this significant piece of organisational research.
Relevant Subject Benchmark Statements and other External and Internal Reference Points used to inform programme outcomes	• Quality Assurance Agency (QAA) Benchmarking Statement in Business and Management for Masters level programmes • Framework for Higher Education Qualifications (FHEQ) • Quality Assurance Agency (QAA) Codes of Practice • Chartered Institute of Personnel & Development (CIPD) professional standards

Programme Structures and Requirements: Levels, Modules and Credits
Stage I Postgraduate Certificate

Module Title	Credits	Level	Module Code	Core/ Elective
Introduction to Human Resource Management	10	7	BHM331	Core
Organisational Behaviour	10	7	BHM332	Core
Accounting for Non-Financial Managers	10	7	BFM237	Core
Marketing Management	10	7	BMM615	Core
Leading and Influencing in Organisations	10	7	BHM333	Core
International Human Resource Management	10	7	BHM334	Core
TOTAL	60			

Programme Structures and Requirements: Levels, Modules and Credits

Stage II Postgraduate Diploma

Module Title	Credits	Level	Module Code	Core/ Elective
Assessment Selection and Reward	10	7	BHM335	Core
Employee Relations	10	7	BHM336	Core
Learning, Training and Development	10	7	BHM337	Core
Strategic Human Resource Management	10	7	BHM338	Core
Work Organisation and Change	10	7	BHM339	Core
Research Methods	10	7	BHM340	Core
TOTAL	60			

Programme Structures and Requirements: Levels, Modules and Credits
Stage III Masters

Module Title	Credits	Level	Module Code	Core/ Elective
Project	60	7	MSCPROJ	Core
TOTAL	60			

Programme Outcomes, Learning and Teaching and Assessment Strategies			
A. <u>Knowledge and Understanding</u>			
	On successful completion of their programme, students are expected to have knowledge and understanding of:	Learning, Teaching and Assessment Strategies to enable outcomes to be achieved and demonstrated	
		Learning and Teaching Methods	Assessment Methods
1	The strategic importance of human resource management in modern organisations	Lectures: • convey essential knowledge • provide guidance to students on effective use of learning materials Case Studies: • To make connections with real life scenarios Guest Lectures: • To share experiences and link study with organisations Group Activities/Discussions: • To explore issues , share ideas and develop understanding Presentations: • To organise research materials and proposals, communicate outcomes and share understanding. Videos: • To 'bring to life' and help develop understanding of key issues	• Examinations (outcomes 1, 2, 4, 5) • Written assignments: Essays and Reports (outcomes 1, 2, 3, 4, 5) • Presentations (outcomes 1, 3, 5)
2	The relationships between the wider business environment and strategic choice in human resource management		
3	International and cross-cultural dimensions of organisational behaviour and people management		
4	Theoretical and applied perspectives on HRM		
5	Specific areas of human resource management through the study of specialist modules. These areas include; training and development, recruitment & selection, employee relations, and organisational change		

B. **Intellectual Skills**			
	On successful completion of their programme, students are expected to be able to:	Learning, Teaching and Assessment Strategies to enable outcomes to be achieved and demonstrated	
		Learning and Teaching Methods	Assessment Methods
1	Demonstrate a high level of intellectual and analytical skills, and, through intensive postgraduate study, have acquired and developed understanding of HR, business and management subjects.	Tutor-led support: • to provide support to student learning • project supervision to help students develop research and analytical skills Case studies • to develop evaluative, reasoning, decision making and problem solving skills Reflective activity • To encourage personal reflection on development of understanding and skill	• project (outcomes 1, 2, 3 and 4 • reflective assessment through learning journal (outcomes 3 and 4) • Written assignments (outcomes 1, 2 and 3)
2	Demonstrate competence in synthesis, critical reasoning, evaluation and decision-making.		
3	Critically assess and engage with HR, business and management problems to develop problem solving skills.		
4	Reflect critically on their own knowledge and understanding and be able to identify, source and gain benefit from learning and professional development at work		

	C. **Professional Skills**		
	On successful completion of their programme, students are expected to be able to:	Learning, Teaching and Assessment Strategies to enable outcomes to be achieved and demonstrated	
		Learning and Teaching Methods	Assessment Methods
1	Apply principles, models and theories in the working environment.	Case studies • used extensively to allow students to discus real life scenarios Role play • used to help students learn how to deal with real life scenarios Discussion • Including active analysis of students own live experiences and issues from their workplace. Action learning activities between teaching blocks	• Production of continuous professional development plan and action learning logs (outcomes 2, 3) • Project (outcomes1, 3) • Group assignments (outcomes 1, 2, 3)
2	Demonstrate practical skills in HRM through action-based learning		
3	Demonstrate the knowledge and skills required for practitioners in HRM.		

	D. **Transferable Skills**		
	On successful completion of their programme, students are expected to show:	Learning, Teaching and Assessment Strategies to enable outcomes to be achieved and demonstrated	
		Learning and Teaching Methods	Assessment Methods
	A range of general and specific skills and management competencies including:	Group working skills via case stud and syndicate group activities Computer and IT skills Work-based activities identified for assignment work. Supervision and support for project.	• Written assignments (Outcomes 1, 2, 5) • Group and individual presentations (formatively and summatively assessed) (Outcomes 3, 4, 6, 7) • IT and quantitative skills assignments (Outcomes 1, 5, 6, 8) • Project (Outcomes 1, 2, 5, 6, 8)
1	IT and computing skills		
2	Report writing skills		
3	Presentational skills		
4	Communication and team working skills		
5	Competency in understanding relevant statistical analyses and financial reports		
6	Research skills		
7	Enhanced personal skills and self-confidence in order to optimise career prospects.		
8	Ability to apply and integrate their key skills and competencies by undertaking a work based Project		

Entry Requirements	**Direct Entry:** • A UK honours degree or an overseas degree recognised by Aston or • A degree-equivalent professional qualification • Evidence of quantitative aptitude in mathematics to a level of a good GCSE pass or equivalent. **English Language Requirements (for candidates whose first language is not English):** • A TOEFL score of at least 600 (paper-based with TWE of 4.5) or 250 (computer-based with TWE of 4.5) or 100 (internet-based with minimum 23 in writing and speaking and 23 in reading and listening). • An IELTS score of 6.5 overall with no less than 6.5 in writing and speaking and 6.0 in listening and reading. • Candidates with TOEFL 580 (paper-based with TWE of 4.5), 230 (computer-based with TWE of 4.5) or 100 (internet-based with 23 minimum in writing) or above, or IELTS 6.0 overall with no less than 6.0 in writing and speaking and 6.0 in listening and reading may be admitted, subject to attendance at, and satisfactory performance on HTC's English language support programme.
Programme Regulations	**Attendance requirements** The course has a minimum duration of 24 months, up to a maximum of 5 years. Students are required to attend each module block and assessment. Students who miss an entire module block will not be permitted to either sit the examination or submit any coursework assignments for that module **Flexible credit accumulation – Receiving an award:** The Programme Examination Board will consider students on this mode of attendance at least annually. The Board will agree the options open to students e.g. accept a Postgraduate Certificate and withdraw from the programme or continue with the programme. Students will receive a 'statement of progress' letter at least once per year usually after a Programme Examination Board indicating: which credits have been passed, whether the credit passed entitles the student to an award and the period of study remaining until the time-limit for FCA programmes is reached (5 years from the start of the programme). If a student wishes to accept an award and leave before the end of the programme they must respond to the statement as soon as possible indicating they wish to receive an award **Exemptions from Professional Qualification examinations** The MSc HRM programme is fully accredited by the Chartered Institute of Personnel and Development (CIPD). On successful completion of all 180 credits at Pass or above students will bank the knowledge criteria for Chartered Membership of the CIPD.

	Condonement of modules The Board of Examiners may apply condonement to allow one or more assessments marked at 49% or below (but not normally below 40%) as passes. Students may be condoned in: up to 20 credits at certificate stage, and up to 20 additional credits at diploma stage. Condonement is a the Examination Board's discretion and is subject to students achieving a satisfactory average at the relevant level of 50% Students wishing to achieve the knowledge criteria for Chartered Membership of CIPD must not have any condoned modules.

This specification provides a concise summary of the main features of the programme and the threshold learning outcomes that a student might normally be expected to achieve and demonstrate if he/she takes full advantage of the learning opportunities that are provided. **The individual modules included in the programme may differ from those included in this programme specification as our programmes are subject to continuous review.** More detailed information on the learning outcomes, content and teaching, learning and assessment methods of each module can be found in the appropriate module outlines and programme handbook(s).

Further Information	This programme is only available through the Higher Colleges of Technology in Abu Dhabi. It will be staffed by Aston Faculty, supported by HCT faculty. On successful completion of their Aston programmes, students will be eligible for a further award through HCT, a requirement of local legislation.