

TITLE	Foundation Degree in Business and Management		
LEVEL	5		
CODE	H5192	DURATION	2 years
LOCATION	Windsor		

Course Overview

This course is designed to stimulate and challenge students in their working life. It develops business and life skills, combining academic rigour with workplace experience whilst enhancing employment opportunities.

Entry Requirements

Aged 18 and over, with a minimum of GCSE grade C or above in Maths and English Language or equivalent, together with a reference from the applicant's last school/college or employer. In addition, applicants are invited to an interview and assessment where they must be able to successfully demonstrate their commitment to, and their potential benefit from, the programme.

All students must be in employment as this is a work based course

Duration

Two years with college attendance on one evening per week over the duration of the course. In addition there is a one day weekend skills workshop at the start of the first year which is mandatory.

Delivery

The delivery method is one evening a week as students are expected to be actively employed in either a paid or voluntary capacity. To help students to achieve this, subject teaching will be delivered in 'burst' mode, requiring attendance at College for one three hour evening session per week. In addition, students are expected to study independently using conventional and 'virtual' resources, for at least six hours per week. The employment experience gained on this programme enables students to meet the requirements of the work related elements of the Foundation Degree.

Course Structure

To complete the award, students have to achieve 240 credits from 12 subject modules over two years. The structure and weighting of the modules are explained to students during induction and in the initial stages of the course. Subjects covered include:

Year 1

- Organisations and Environment
- Financial Resources
- Marketing
- Organisations and Behaviour

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- Understanding Customers
 - Personal Development

Year 2

- Budgeting, Planning and Control
- Managing People
- Managing Staff Performance
- Managing Operations and Quality
- Information Systems
- Work Based Project

Assessment

Assessment on the award includes individual assignments, portfolios, presentations, report writing, time constrained assessments and a work-related project with emphasis on 'learning by doing'.

Method of Study

Teaching combines traditional lectures, seminars and tutorials with work-based and 'virtual' learning. Throughout the course students are supported by a personal tutor and, if possible, a work place mentor.

Progression

The Foundation Degree in Business & Management is a recognised Higher Education qualification in its own right. However, students can 'top up' to a BA (Hons) by doing a third year at Bucks New University or another university/ business school or institution of their choice.