

Programme Title: BSc International Business with a Year Abroad and Integrated Foundation Year



## Programme Specification (UG)

Awarding body / institution:	Queen Mary University of London
Teaching institution:	Queen Mary University of London
Name of final award and programme title:	BSc International Business with a Year Abroad and Integrated Foundation Year
Name of interim award(s):	N/A
Duration of study / period of registration:	5 Years
QMUL programme code / UCAS code(s):	UBSF-QMBUSM1
QAA Benchmark Group:	General Business and Management
FHEQ Level of Award :	Level 6
Programme accredited by:	N/A
Date Programme Specification approved:	
Responsible School / Institute:	School of Business & Management

Schools / Institutes which will also be involved in teaching part of the programme:

School of Business & Management

School of Languages, Linguistics & Film

Collaborative institution(s) / organisation(s) involved in delivering the programme:

N/A

### Programme outline

This programme combines the BSc International Business with a Year Abroad, with the International Foundation Programme (IFP) in Business and Management offered by the Language Centre in the School of Languages, Linguistics, and Film. The IFP in Business and Management was created as bespoke preparation for SBM degree programmes to provide smoother transition from foundation year to undergraduate study. The programme aims to make this transition seamless by integrating a bespoke foundation year within a five-year SBM-owned degree.

Studying BSc in International Business with a Year Abroad, our students will examine the key strategic issues and challenges that organisations face today in their effort to compete in a globalised world. The programme will include aspects of international competitive strategies, globalisation, regional studies, quantitative methods, economics, open innovation and sharing economies, information and communication technologies, data analytics, global platforms, global supply chains, cross-cultural management, global sustainability and global marketing.

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Our staff work across an eclectic range of academic areas with a particular emphasis on inter-disciplinary links. Research within our School focuses on the connections between economic, social, political and cultural life, modern business and international management.

The programme will contain a compulsory year of study abroad during which the students will be given the chance to practice the knowledge and skills they have developed so far, but also to gain international experience.

### Aims of the programme

BSc International Business with a Year Abroad and integrated foundation year (5 years in total) combines a four-year degree in International Business with a Year Abroad, with a bespoke foundation year, providing a smooth pathway for international students not currently eligible for entry to the four-year degree programme.

The degree in International Business with a Year Abroad builds on well-established modules in business studies, while bringing an intense flavor of international business strategy and regional studies. The programme will also include an advanced quantitative element that will equip our students with the required skills to follow modules in our partnering institutions. Our students will be given a unique chance to combine their studies at Queen Mary with a year in a foreign country, and benefit from the exposure to different cultural settings. Our aim is to provide students with the opportunity to study for a very distinct and competitive degree, while developing skills that are in high demand in contemporary business, public organisations and international institutions.

When completing their studies, students should be able to:

1. Demonstrate effective critical reading, oral and written communication skills
2. Employ essential numeracy, technical and research skills.
3. Appraise different scenarios for decision making in international business.
4. Critique the social, cultural and ethical implications of international business, after their exposure to a different higher education setting.
5. Demonstrate their ability to work as a team.

### What will you be expected to achieve?

The aim of the programme is to equip students with the skills they need to analyse the understand complex business issues, make judgments, as well as operate flexibly and effectively in business organisations (business is held to include private and public sector organizations as well as international institutions such as the IMF, the World Bank etc).

The compulsory modules will ensure that all students have common skills and competencies. All students therefore will develop an in depth understanding of the complexity of the international business landscape and the various challenges of competing in international markets.

Students will also learn to analyse, synthesise and clearly present material. They will understand the complexity of business, taking into account the institutional and social context within which business is executed. Students will also be capable of opposite judgments on business concerns. They will further learn to apply the concepts of business to particular cases and make reasoned and substantiated judgments.

**Please note that the following information is only applicable to students who commenced their Level 4 studies in 2017/18, or 2018/19**

In each year of undergraduate study, students are required to study modules to the value of at least 10 credits, which align to one or more of the following themes:

- networking
- multi- and inter-disciplinarity
- international perspectives
- enterprising perspectives.

These modules will be identified through the Module Directory, and / or by your School or Institute as your studies progress.

Academic Content:	
A 1	Evaluate key developments and future trends in international business.
A 2	Apply analytical tools and theories in the assessment of international business issues.
A 3	Critically examine the social and political environments which affect international organizations and their operations.

Disciplinary Skills - able to:	
B 1	Appraise different scenarios for decision making in business.
B 2	Critique the social, cultural and ethical implications of management practices in international business.
B 3	Produce theoretically informed and evidence-based analysis.

Attributes:	
C 1	Demonstrate effective critical reading, oral and written communication skills.
C 2	Develop essential numeracy, technical and research skills.
C 3	Demonstrate the ability to work as a team.
C 4	Develop an awareness of cultural variety, differing institutional contexts and diverse business conditions.

## How will you learn?

The School promotes active learning within a context of clear learning objectives. Students are encouraged to take responsibility for their own learning. Most modules have weekly seminars for which students prepare homework, and in some this will require collaborative group work. We expect informal work groups to emerge particularly in the more numerically based subjects. Clear guidance on basic and supplementary reading is given.

We recognise the value of independent work at final year level for undergraduates. We consider it important to develop the ability of students to undertake basic research through both practical and theoretical means and to develop the ability to write sustained, coherent narratives. In order to enable students to develop their skills we will offer extensive modules requiring independent work using written and presentational skills.

The degree incorporates a range of modules that integrate theory and practice, such as the quantitative methods modules. Many modules will incorporate inputs to student learning from practicing managers, entrepreneurs and other stakeholders through guest lectures and projects undertaken by the students.

## How will you be assessed?

Modules are assessed by a combination of coursework, presentation, in-course tests and a final examination. Clear guidance on coursework requirements is given, emphasising approaches to coursework of various types and how to avoid plagiarism, together with rules and procedures. Examinations are typically of a two hour paper.

Assessment is designed to provide opportunities to learn through formative assessment and feedback, specifically in preparation for in class tests.

## How is the programme structured?

Please specify the structure of the programme diets for all variants of the programme (e.g. full-time, part-time - if applicable). The description should be sufficiently detailed to fully define the structure of the diet.

The programme combines the International Foundation Programme (IFP) in Business and Management offered by the Language Centre in the School of Languages, Linguistics, and Film, and the School of Business and Management's BSc in International Business with a Year Abroad. The one-year IFP in Business and Management was created as bespoke preparation for SBM degree programmes to provide smoother transition from foundation year to undergraduate study.

The following structure provides an overview of the program diet:

Year 1: Students must take 75 credits of compulsory modules and 45 credits of elective modules in the International Foundation Programme.

IFP/IFJ3000 English Language and Study Skills, Compulsory, Semester 1  
IFP/IFJ3015 Introduction to Business and Management, Compulsory, Semester 1  
IFP/IFJ3016 Applied Mathematics for Business, Compulsory, Semester 1  
IFP/IFJ 3020 Independent Study Project, Compulsory, Semester 2  
IFP/IFJ3018 Management, Compulsory, Semester 2  
IFP/IFJ3017 Accounting for Business Decisions, Elective, Semester 1  
IFP/IFJ3019 Marketing, Elective, Semester 2  
IFP/IFJ3001 Twentieth-Century History 1, Elective, Semester 1  
IFP/IFJ3002 Twentieth-Century History 2, Elective, Semester 2  
IFP/IFJ3003 Introduction to Politics, Elective, Semester 1  
IFP/IFJ3004 Introduction to International Relations, Elective, Semester 2  
IFP/IFJ3005 Introduction to Human Geography, Elective, Semester 1  
IFP/IFJ3006 The Human Geography of London, Elective, Semester 2  
IFP/IFJ3007 Introduction to English Literature, Elective, Semester 1  
IFP/IFJ3008 Introduction to American Literature, Elective, Semester 2  
IFP4011 French Language and Culture I (a) for IFP, Elective, Semester 1  
LAN4012, French Language and Culture I (b), Elective, Semester 2

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LAN4021 Spanish Language and Culture I (a), Elective, Semester 1  
LAN4022 Spanish Language and Culture (b), Elective, Semester 2  
IFP4041 Japanese Language and Culture I (a), Elective, Semester 1  
LAN4042 Japanese Language and Culture I (b), Elective, Semester 2

Progression requirements from level 3 to 4: pass the foundation year, with an average of 60 across semester two modules, a mark of at least 60 (%) in IFP3018 Management and a mark of at least 60 (%) in IFP3020 Independent Study Project.

Students must pass 105/120 credits. Resits cannot be carried forward to level 4.

If students pass 105 out of 120 credits at level 3, but fail to achieve the required grades as specified above, they can be offered the FdCert as an exit award.

Year 2: Students must take 120 credits of compulsory modules.

BUS1XX - Fundamentals of International Business, Compulsory, Semester 1  
BUS106 - Accounting for Business, Compulsory, Semester 1  
BUS1XX - Introduction to Statistics, Compulsory, Semester 1  
BUS108 - Economics for Business and Society, Compulsory, Semester 2  
BUS141 - Fundamentals of Management Studies and Skills, Compulsory, Semester 2  
BUS1XX - Fundamentals of Quantitative Research Methods and Data Analytics, Compulsory, Semester 2  
BUS148- Capital markets and securities, Compulsory, Semester 2

Year 3: Students must take 60 credits of compulsory modules and 60 credits of electives. They will take 30 credits of electives per semester.

BUS208 Microeconomics for managers, Compulsory, Semester 1  
BUS2XX Doing Business in Emerging Markets, Compulsory, Semester 1  
BUS2XX Machine Learning and Digital technology, Compulsory, Semester 2  
BUS225 Corporate Finance and Strategy, Compulsory, Semester 2

BUS002 Operations management, Elective, Semester 1  
BUS205 Business and Law, Elective, Semester 1  
BUS2XA Working with Business Data, Elective, Semester 1  
BUS221 Organisational Learning in the Workplace, Elective, Semester 2  
BUS243 Responsible Leadership, Elective, Semester 2  
BUS244 European Business Context, Elective, Semester 2  
BUS227 International Marketing, Elective, Semester 2  
BUS260 Quantitative Analytics, Elective, Semester 2

Year Abroad

Year 4: In order to be eligible to progress onto the year abroad, students must pass all modules and achieve a minimum weighted average mark of 60.0. Students who do not meet these requirements will not be eligible for the award of 'BSc International Business with a Year Abroad' – they will be transferred to the version of the programme without a year abroad.

The year abroad is not weighted towards the award classification, however it is a 'core' module, and must be passed in order for students to achieve the BSc. In line with QMUL regulations, to pass the year abroad a student must take 120 credits and pass a minimum 90 credits (following the pass/fail standards of the host institution, for a compulsory year abroad). Students who do not pass the year abroad will not be eligible for the award of 'BSc International Business with a Year Abroad' – they will be transferred to the version of the programme without a year abroad.

Subject to availability, the students will have the opportunity to study in one of the following QMUL's partnering institutions. The placements will be set up by the International Office.

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Year 5: Students must take 60 credits of compulsory modules and 60 credits of electives. They will take 30 credits of electives per semester.

BUS339 Financial institutions management, Compulsory, Semester 1

BUS3XX Business Simulation, Compulsory, Semester 1

BUS300 Innovation and Entrepreneurship, Compulsory, Semester 2

BUSXXX International Business research project, Compulsory, Semester 2

BUS3XX Global Supply Chain Analytics, elective, Semester 1

BUS330 Macroeconomic Modelling and Policy, elective, Semester 1

BUS3XX The Political Economy of Global Environmental Change, Semester 1

BUS346 Social Network Analysis, elective, Semester 2

BUS331 Company Valuation, Semester 2

BUS337 Business computing, elective, Semester 2

**Academic Year of Study** FT - Year 1

Module Title	Module Code	Credits	Level	Module Selection Status	Academic Year of Study	Semester
English Language and Study Skills	IFP/IFJ3000	15	3	Compulsory	1	Semester 1
Introduction to Business and Management	IFP/IFJ3015	15	3	Compulsory	1	Semester 1
Applied Mathematics for Business	IFP/IFJ3016	15	3	Compulsory	1	Semester 1
Independent Study Project	IFP/IFJ3020	15	3	Compulsory	1	Semester 2
Management	IFP/IFJ3018	15	3	Compulsory	1	Semester 2
Accounting for Business Decisions	IFP/IFJ3017	15	3	Elective	1	Semester 1
Marketing	IFP/IFJ3019	15	3	Elective	1	Semester 2
Twentieth-Century History I	IFP/IFJ3001	15	3	Elective	1	Semester 1
Twentieth-Century History II	IFP/IFJ3002	15	3	Elective	1	Semester 2
Introduction to Politics	IFP/IFJ3003	15	3	Elective	1	Semester 1
Introduction to International Relations	IFP/IFJ3004	15	3	Elective	1	Semester 2

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Module Title	Module Code	Credits	Level	Module Selection Status	Academic Year of Study	Semester
Introduction to Human Geography	IFP/IFJ3005	15	3	Elective	1	Semester 1
The Human Geography of London	IFP/IFJ3006	15	3	Elective	1	Semester 2
Introduction to English Literature	IFP/IFJ3007	15	3	Elective	1	Semester 1
Introduction to American Literature	IFP/IFJ3008	15	3	Elective	1	Semester 2
French Language and Culture I(a) for IFP	IFP4011	15	3	Elective	1	Semester 1
French Language and Culture I (b)	LAN4012	15	3	Elective	1	Semester 2
Spanish Language and Culture I (a)	LAN4021	15	3	Elective	1	Semester 1
Spanish Language and Culture I (b)	LAN4022	15	3	Elective	1	Semester 2
Japanese Language and Culture I (a)	IFP4041	15	3	Elective	1	Semester 1
Japanese Language and Culture I (b)	LAN4042	15	3	Elective	1	Semester 2

**Academic Year of Study** FT - Year 2

Module Title	Module Code	Credits	Level	Module Selection Status	Academic Year of Study	Semester
Fundamentals of International Business	BUS158	30	4	Compulsory	2	Semester 1
Accounting for business	BUS106	15	4	Compulsory	2	Semester 1
Introduction to Statistics	BUS160	15	4	Compulsory	2	Semester 1
Capital markets and securities	BUS148	15	4	Compulsory	2	Semester 2
Economics for Business and Society	BUS108	15	4	Compulsory	2	Semester 2

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Module Title	Module Code	Credits	Level	Module Selection Status	Academic Year of Study	Semester
Fundamentals of management studies and skills	BUS141	15	4	Compulsory	2	Semester 2
Fundamentals of Quantitative Research Methods and Data analytics	BUS159	15	4	Compulsory	2	Semester 2

**Academic Year of Study** FT - Year 3

Module Title	Module Code	Credits	Level	Module Selection Status	Academic Year of Study	Semester
Microeconomics for managers	BUS208	15	5	Compulsory	3	Semester 1
Doing business in emerging markets	BUS266	15	5	Compulsory	3	Semester 1
Machine Learning and digital technology	BUS265	15	5	Compulsory	3	Semester 2
Corporate Finance and Strategy	BUS225	15	5	Compulsory	3	Semester 2
Operations management	BUS002	15	5	Elective	3	Semester 1
Business and Law	BUS205	15	5	Elective	3	Semester 1
Working with Business Data	BUS267	15	5	Elective	3	Semester 1
Organisational Learning in the Workplace	BUS221	15	5	Elective	3	Semester 2
International Marketing	BUS227	15	5	Elective	3	Semester 2
Responsible Leadership	BUS243	15	5	Elective	3	Semester 2
European Business Context	BUS244	15	5	Elective	3	Semester 2
Quantitative Analytics	BUS260	15	5	Elective	3	Semester 2



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**Academic Year of Study** FT - Year 4

Module Title	Module Code	Credits	Level	Module Selection Status	Academic Year of Study	Semester
Study Year Abroad		120	5	Core	4	Semesters 1 & 2

**Academic Year of Study** FT - Year 5

Module Title	Module Code	Credits	Level	Module Selection Status	Academic Year of Study	Semester
Financial institutions management	BUS339	15	6	Compulsory	5	Semester 1
Business Simulation	BUS3XC	15	6	Compulsory	5	Semester 1
Innovation and Entrepreneurship	BUS300	15	6	Compulsory	5	Semester 2
International Business Research Project	BUS3XD	15	6	Compulsory	5	Semester 2
Global supply chain analytics	BUS3XF	15	6	Elective	5	Semester 1
Macroeconomic Modelling & Policy	BUS330	15	6	Elective	5	Semester 1
The Political Economy of Global Environmental Change	BUS3XE	15	6	Elective	5	Semester 1
Social Network Analysis	BUS346	15	6	Elective	5	Semester 2
Business Computing	BUS337	15	6	Elective	5	Semester 2
Company valuation	BUS331	15	6	Elective	5	Semester 2

**What are the entry requirements?**

A good high school leaving certificate\*

A Level BBB. Additional information: AS-level subjects are not counted towards entry level requirements. Students must also have five GCSEs at grade A-C including at least grade C/4 English and a grade A/7 in Maths.

Excluded subjects: General Studies and Critical Thinking.

International Baccalaureate 30 (5,5,5 in HL)

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BTEC DDM

IELTS Minimum of 6.0 overall, with a minimum of 5.5 in each component

\*Academic requirements by country

Albania

Maturity Diploma (General Secondary Education)

An overall mark of 8

Algeria

Baccalaureat de l'Enseignement Secondaire

An overall grade of 'bien'

Azerbaijan

Attestat (Certificate of Complete Secondary Education)

Marks of 4 or above for all subjects

Bahrain

Tawjahiya (Secondary School Leaving Certificate)

80% overall

Bangladesh

Higher Secondary Certificate (HSC)

GPA of 4.0 out of 5.0

Brazil

Certificado de Ensino Medio

An overall average of 7

Brunei

Brunei-Cambridge General Certificate of Education Advanced Level (BC-GCE A level) examination

Grades of C or above for all subjects

Bulgaria

Diploma za zavarsheno sredno obrazovanie

(Diploma of Completed Secondary Education)

Marks of 5 or above for all subjects

China

High School Diploma/'Gāozhōng bìyè wénpíng' or Gāozhōng bìyè Zhèng'

An overall average of 80

Columbia

Bachillerato General

Grades of C or above for all subjects

(or marks of 8 or above depending on marking system)

Cyprus

Greek Cypriot System

Apolytirion (School Leaving Certificate)

Marks of 12 or above for all subjects

Turkish Cypriot System

Devlet Lise Diploması (State High School Diploma)

Bitirme Diploması (Private High School Finishing Diploma)

Marks of 5 or above for all subjects

Czech Republic

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Maturitni Zkouska/Maturita

Marks of 2 or above for all subjects

Egypt

Thanaweya A'ama (General Secondary School Certificate Examination)

80% overall

France

Baccalaureat General

An overall average of 11

Greece

Apolytirion

Marks of 15 or above for all subjects

Hong Kong

Hong Kong Diploma of Secondary Education (HKDSE)

Marks of 4, 3, 3, for core subject English Language + two relevant electives (any combination)

India

Indian Certificate of Secondary Education (ICSE)

+ all Central Board of Secondary Education examinations

60% overall

Iran

Diplom-Motevaseteh (National High School Diploma)

An overall average mark of 16

Iraq

Adadiyah (Sixth Form Baccalaureate)

80% overall

Italy

Diploma di esame di Stato conclusivo dei corsi di istruzione  
(formerly Diploma de Maturita)

65% overall

Japan

Kotogakko Sotsugyo Shomeisho (Upper Secondary School Leaving Certificate)

B/4 or above for all subjects

Jordan

Tawjihi General Secondary Education Certificate

80% overall

Kazakhstan

Attestat/Svidetel' stvo o Srednem Obrazovanii

(Certificate of Secondary Education)

Marks of 4 or above for all subjects

Kenya

Kenyan Certificate of Secondary Education (KCSE)

Grades of B – or above for all subjects

Korea (South)

Ilbankye Kodung Hakkyo (General High School Diploma)

Grades of 'mi' (70-79%) or above for all subjects

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**Kuwait**

Shahadat-al-thanawia-al-a'ama (General Secondary School Certificate)

80% overall

**Latvia**

Atestats par visparejo videjo izglitibu

(Certificate of General Secondary Education)

Marks of 7 or above for all subjects

**Lebanon**

Lebanese Baccalaureate

An overall average of 14

**Lithuania**

Brandos Atestatas (Maturity Certificate)

Marks of 7 or above for all subjects

**Malaysia**

Sijil Pelajaran Malaysia (Certificate of Education/Unified Examination Certificate)

Marks of 1 – 6 for all subjects

Sijil Tinggi Persekolahan (Malaysia Higher School Certificate)

Grades of C or above for all subjects

(equivalent to A Level passes)

**Mexico**

Bachillerato General

Grades of C or above for all subjects

(or grades of 8 or above depending on marking system)

**Morocco**

Baccalaureat

An overall average of 12

**Nigeria**

West African Examinations Board Senior School Certificate of Education

(WAEC SSCE)

B3 or higher for all subjects Note – the SSCE must be WAEC

**Oman**

Thanawiya Amma (Secondary School Leaving Certificate)

80% overall

**Pakistan**

Higher Secondary School Certificate (HSSC)

60% overall

American /International Schools in Pakistan: High School Diploma with a cumulative GPA of 2.3 or above

**Poland**

Matura/Swiadectwo Dojrzalosci (Secondary School Certificate)

An overall mark of 60% + 60% in 3 subjects studied at advanced/extended level

**Portugal**

Diploma de Ensino Secundario (previously known as

Certificado do 12° ano)

An overall average mark of 'bom' (14-17)

**Qatar**

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Thanawaya Aa'ma Qatari (Qatar General Secondary Certificate)

80% overall

Russia

Attestat o (Polnom) Srednem Obshchem Obrazovanii  
(Certificate of Secondary Education)

Marks of 4 or above for all subjects

Saudi Arabia

Tawjihiyah (General Secondary Education Certificate)

85% overall

Singapore

Singapore/Cambridge GCE Advanced Level

Grades of C or above for all subjects

Slovakia

Vysvedcenie o Maturitnej Skuske/Maturita

Marks of 2 or above for all subjects

Spain

Titulo de Bachiller

An overall average of 6

Sri Lanka

Sri Lanka Advanced Level

Grades of C or above for all subjects

Taiwan

Senior High School Diploma

An overall average of 70

Thailand

Mathayom Suksa 5/6 (M5/6)

Marks of 3 or above for all subjects

Tunisia

Baccalaureat

An overall grade of 'assez bien' (12-13)

Turkey

Devlet Lise Diplomasi (State High School Diploma)

Lise Bitirme Diplomasi (Private High School Diploma)

A final year (not cumulative) GPA of 70 or above

Ukraine

Atestat pro Povnu Zagal'nu Sersdnu Ovitsu

(Certificate of Complete General Secondary Education)

Grades of 'good' (7-9) or above for all subjects

United Arab Emirates

Tawjihyya (Secondary School Certificate)

80% overall

Uzbekistan

Attestat o srednem obrazovanii

(Certificate of Secondary Education)

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Grades of 'good' (71-85) or above for all subjects

Venezuela

Bachillerato /Titulo de Bachiller

Grades of C or above for all subjects

Vietnam

Tot Nghiep Pho Thong Trung Hoc

(Upper Secondary School Graduation Certificate)

Grades of 'good' (7.0 – 8.0) or above for all subjects

Other Qualifications

American High School Diploma

A final year GPA of 3.0

**How will the quality of the programme be managed and enhanced? How do we listen to and act on your feedback?**

The Programme Director works closely with the Deputy Dean of Education and the School of Business and Management Teaching and Learning Committee. As a result any issues are identified earlier for remedy. For example, issues may be cited by students or the external examiner and meetings held monthly.

In addition, the Programme Director works closely with the School's Student Engagement Team to update students on important aspects concerning quality.

The School of Business and Management has a dedicated member of academic staff to scrutinise the latest and past NSS scores, in addition to module evaluations.

The school regularly sends staff members to attend CABS conferences (Chartered Association of Business School). These conferences bring together colleagues from business schools across the UK and foster an exchange between them on how to manage business schools effectively and how to best teach students about business. These interactions ensure that our students are taught using the most recent methods.

The Staff-Student Liaison Committee provides a formal means of communication and discussion between schools/institutes and its students. The committee consists of student representatives from each year in the school/institute together with appropriate representation from staff within the school/institute. It is designed to respond to the needs of students, as well as act as a forum for discussing programme and module developments. Staff-Student Liaison Committees meet regularly throughout the year.

Each school operates a Learning and Teaching Committee, or equivalent, which advises the School Director of Education on all matters relating to the delivery of taught programmes at school level including monitoring the application of relevant QM policies and reviewing all proposals for module and programme approval and amendment before submission to Taught Programmes Board. Student views are incorporated in the committee's work in a number of ways, such as through student membership, or consideration of student surveys.

All schools operate an Annual Programme Review of their taught undergraduate and postgraduate provision. APR is a continuous process of reflection and action planning which is owned by those responsible for programme delivery. Students' views are considered in this process through analysis of the NSS and module evaluations.

**What academic support is available?**

The induction week before the start of Semester A provides introductory talks on all the services and support mechanisms available within the school and college. The plasma screens within the school also update on timetabling, events and support services within the school. The virtual learning environment (QMplus) has information on the different modules and supervisory advice for dissertations as well as personalised teaching timetables. Students are also advised on the support services available in the Language and Learning Unit. A module talk is held at the start of the module selection process to enable students make informed choices when selecting their electives for the following academic year.

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### Undergraduate Programme Director(s)

The School has two academic Programme Directors who are able to support students through their studies, if they encounter any difficulties of a personal nature which are having an impact on their studies they can meet with either of the Directors for support.

### First Year Co-ordinators

The School has also a dedicated team of academic co-ordinators who support and guide students through the first year of transition.

### Academic Advisors

Every student is allocated an Academic Advisor who they can approach should they have any queries or issues related to their academic studies or academic development. Students are expected to see their advisor at least once each semester.

### Office Hours

All academics have dedicated office hours published on the website so students may visit them to discuss any aspect of their learning on specific modules.

### PASS Scheme

The Peer Assisted Study Support (PASS) scheme aims to increase first year students' understanding of concepts central to their academic lives. In addition, the scheme seeks to develop leadership, management, and communication skills in second and third year students who serve as PASS mentors.

SBM will continue to provide support to the students while they study abroad, alongside the international office. SBM will follow student attendance and performance with the partner institution on a regular basis. The students will also have opportunity to contact SBM academics and admin while they study abroad.

## Programme-specific rules and facts

Progression requirements from level 3 to 4: pass the foundation year, with an average of 60 across semester two modules, a mark of at least 60 (%) in IFP3018 Management and a mark of at least 60 (%) in IFP3020 Independent Study Project.

Students must pass 105/120 credits. Resits cannot be carried forward to level 4.

If students pass 105 out of 120 credits at level 3, but fail to achieve the required grades as specified above, they can be offered the FdCert as an exit award.

Students who fail their year abroad will not be eligible for the award of the BSc International Business with a Year Abroad. These students will instead be transferred to the BSc International Business, as an exit award.

## Specific support for disabled students

Queen Mary has a central Disability and Dyslexia Service (DDS) that offers support for all students with disabilities, specific learning difficulties and mental health issues. The DDS supports all Queen Mary students: full-time, part-time, undergraduate, postgraduate, UK and international at all campuses and all sites.

Students can access advice, guidance and support in the following areas:

- Finding out if you have a specific learning difficulty like dyslexia
- Applying for funding through the Disabled Students' Allowance (DSA)
- Arranging DSA assessments of need
- Special arrangements in examinations
- Accessing loaned equipment (e.g. digital recorders)
- Specialist one-to-one "study skills" tuition
- Ensuring access to module materials in alternative formats (e.g. Braille)
- Providing educational support workers (e.g. note-takers, readers, library assistants)
- Mentoring support for students with mental health issues and conditions on the autistic spectrum.

Programme Title: BSc International Business with a Year Abroad and Integrated Foundation Year

### Links with employers, placement opportunities and transferable skills

Graduates from this programme will have developed a range of cognitive and practical skills together which will be applicable to be different context beyond academia.

The School offers a range of internships available to students throughout their academic programme of study. The School also works closely with the Careers Service and has an Internship Coordinator located in the SBM office to locate possible placements, internships and to help create effective CVs to reach potential employers.

Throughout each academic year, the School invites a series of external speakers from a range of employers that integrates with a variety of modules.

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## Programme Specification Approval

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**Person completing Programme Specification:**

Dr Eleni Lioliou

**Person responsible for management of programme:**

Dr Eleni Lioliou

**Date Programme Specification produced / amended by School / Institute Learning and Teaching Committee:**

10 Mar 2020

**Date Programme Specification approved by Taught Programmes Board:**