

Programme Specification

Academic Year 2017-18

BSc Management Sciences and German

Programme code: 4246

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 s/he takes full advantage of the learning opportunities that are provided.

Awarding Institution	University of Southampton
Teaching Institution	University of Southampton
Accreditation details	Not applicable
Final award	Bachelor of Science (Honours)
Name of award	Management Sciences and German
Interim Exit awards	Diploma of Higher Education; Certificate of HE
FHEQ level of final award	HE6
UCAS code	NR22
QAA Subject Benchmark or other external reference	QAA Subject benchmark statements for Languages and Related Studies and for Business and Management,
Programme Coordinator	To be confirmed
Date specification was written	01/02/2004
Date specification was last updated	May 2017

Programme Overview

Part one and Part two of this Programme are no longer available for academic year 2016-17 and onwards. Please refer to BSc Business Management and German.

Brief outline of the programme

The Programme enables you to combine the acquisition and consolidation of a high level of proficiency in either French, German or Spanish with the study of Management. In Management Sciences you will study managerial decision-making processes, investigate commonly used management science techniques and assess the means by which people and systems can be managed to improve organisational performance. On the language side of your degree you will have the opportunity to develop your knowledge, skills and competencies in a wide range of content areas and disciplinary strands which are at the core of the study of languages cultures and societies. It will equip you with a solid understanding of your chosen language and its context of production, history and society and will enable you to critically engage with its cultures.

The programme will provide you with an overarching learning environment solidly rooted in key disciplinary contexts such as linguistics, socio-historical studies, ethnography and cultural studies which are all central to the understanding of other societies and culture. You will become familiar with the scholarly discourse and debates about languages and cultures in a comparative context and be able to engage in expression, discussion and research in these subjects.

Special Features of the programme

Studying a language is an opportunity to open your mind to different peoples and cultures. The year abroad represents a key opportunity in this respect. As a Modern Languages student you will spend the third year of the programme abroad in either a work placement, a British Council placement or at one of Southampton's partner universities in Europe, Latin America or China. Whilst a degree combination that includes a language already enhances your employment prospects, our programme builds a broader range of study and communication skills that are vital for succeeding in the world of work. You will learn to absorb, analyse and assess a wide variety of

viewpoints, express arguments in oral and written form, and to think and work independently and in cooperation with others. You will learn how to do primary research yourself, applying a range of concepts and methods.

Learning and teaching

Your knowledge and understanding will be developed through lectures and other tutor-led teaching. Lecturers will also give you extensive guidance, especially through reading lists and recommended reference and source material, the latter in the target languages wherever possible. Your learning will develop in the more student-led context of seminars, presentations, guided independent study and the preparation of written assignments. Your knowledge and understanding will be developed through lectures, tutorials, seminar presentations and discussions. Language classes are conducted in the target language to encourage familiarity with the language in the classroom. The four skills of reading, writing, listening and speaking are integrated with the study of key grammatical structures. A wide range of sources is used to encourage you to operate with different linguistic registers and acquire new vocabulary. Classes for content modules are conducted mainly in English, partly because of the level of sophistication required of you at university level in your engagement with academic debates and essay writing and partly to inculcate excellent oral and written communication skills in English in addition to those which you are simultaneously developing in other languages.

All modules use on-line material and some make use of discussion boards, where students and staff exchange knowledge and commentary. You will receive written, in-class and tutorial feedback, depending on the assignment type and this will enable you to identify the strengths and weaknesses of your knowledge and to continue to develop it effectively. You will take progressively more responsibility for your own learning and for the conduct of classes, as you move through the programme. You will spend your third year abroad either studying in a partner university, undertaking a relevant work placement or working for the British Council.

During the year abroad you will complete a research project in the target language and acquire more unfamiliar and unpredictable knowledge of the target language culture and society. This particular feature of our programmes will test your ability to work independently on a clearly focused task designed to increase and demonstrate your understanding of your place of residence abroad. The period abroad makes a particular important contribution to your growing intellectual independence.

Throughout the programme you will be encouraged to plan and manage your own learning building on the foundation established through your active participation in lectures and seminars. Essays and other short assignments ensure that the critical skills are developed and evaluated throughout the learning process. The strong disciplinary framework allows you to develop a wide range of skills and to specialise through their application during the year abroad. The foundation of the intellectual and transferable skills is laid progressively throughout the various stages of the programme with an increasing reliance on your personal research and self-direction.

Assessment

Your knowledge and understanding will be assessed in a variety of ways including examinations and coursework. Examinations test your ability to apply your knowledge and understanding, often asking you to present an argument within a very limited period of time. Coursework may include tasks such as critical literature reviews, case studies, essays, written reports, class presentations, portfolios and group projects. These tasks test your ability to apply your knowledge and understanding of a subject, normally with full access to reference sources, and to construct an in-depth argument over a much longer period of time. You will be able to track your progress from the introductory broadly contextualising modules in Part 1 to more specialised and disciplinary focused modules in Part 2, to a research project in Part 3 and to research-based modules and the optional double-module dissertation in Part 4.

Educational Aims of the Programme

The aims of the programme are to:

- Provide you with a good understanding of the central concepts and techniques of the discipline of management sciences.
- Provide you with knowledge of the essential foundations in management, economics, mathematics, statistics and information technology.
- Allow you to develop a capacity for reasoned thought and analysis.
- Promote your capacity for critical and evaluative thinking within a stimulating and supportive environment.

- Develop your capacity for independent inquiry, your written and oral communication skills, your use of IT, your ability to handle both quantitative and qualitative information, and your ability to work co-operatively with your peers.
- Develop your understanding of your chosen language and related regions, cultures and societies and to enable you to 'read' and interpret different cultural traditions
- Enable you to become a highly proficient linguist in a foreign language.
- Enable you to develop analytical, research and personal skills relevant to a range of careers and professions, including those for which languages are a key requirement.
- Provide you with distinctive, stimulating and coherent patterns of learning.
- Provide you with a programme of study which is responsive to the needs of employers.
- Achieve an appropriate balance between supporting your learning and ensuring that you develop the range of skills needed to become an independent learner.

Programme Learning Outcomes

Knowledge and Understanding

Having successfully completed this programme you will be able to demonstrate knowledge and understanding of:

- A1 the key issues and behaviours that pervade decision making activity in organisations;
- A2 the most commonly used management science techniques.
- A3 a culture and society, other than your own, and the similarities and dissimilarities between that culture and society in comparison with your own.
- A4 one or more aspects of the cultures, linguistic contexts, history, politics, geography, social and economic structures of that country.
- A5 significant, and sometimes competing, methodologies, theories and issues relating to Film and Television Studies, Linguistic Studies, Literary and Cultural Studies, and Social and Political Studies within the context of the Modern Languages curriculum.
- A6 The interaction of language, text, image and socio-cultural context.
- A7 Social, political and/or gender aspects of the chosen culture and field(s) of study.
- A8 The culture and society of a particular country where you have spent your year abroad.

Teaching and Learning Methods

A wide variety of teaching and learning methods are used, as considered appropriate to the specific outcomes specified for particular modules. Such methods include conventional lectures, student-led seminars and presentations (both individual and group), a third-part project, computer laboratory work and independent study. Increasing independence of learning is required as the module progresses. Teaching on language modules is in the foreign language wherever possible.

Assessment methods

Assessment methods are diverse, and vary substantially between the different modules that comprise the programme. Whilst unseen examinations figure prominently, various forms of continuous assessment are also utilised such as class tests, seminar contributions, oral tests, essays, critical literature reviews and computer-based work. Via the assessment methods utilised, the expectation is that you will increasingly be able to demonstrate your ability for independent thought and inquiry as you progress through the programme. A particular feature of the programmes is the Investigative Project in part 3, which tests your ability to work

independently on a task designed to increase and demonstrate your understanding of your place of residence abroad, with assessment being based on both a written text and an oral presentation.

Subject Specific Intellectual and Research Skills

Having successfully completed this programme you will be able to:

- B1 Assess the variety of means by which people and systems can be managed to improve organisational performance
- B2 Evaluate, and apply where appropriate, concepts and techniques for improving decisions in selected areas of management.
- B3 Select, synthesise and focus information from a range of sources in both English and your chosen foreign language
- B4 Communicate effectively in your chosen foreign language, and apply your language skills in a professional context, exploit a broad range of written or spoken materials in the language.
- B5 Understand the structures, registers and varieties of the language studied, and of the linguistic principles required to analyse it.

Teaching and Learning Methods

Lectures develop the skills of summarising and processing information, while cognitive skills are developed through student-led classes and through researching and writing essays. There is an increasing emphasis on independent self-directed learning as the programme progresses

Assessment methods

These vary as considered appropriate to the modules being assessed, ranging from 100% unseen examination in some cases to 100% coursework in others. Coursework may be individual or group work, essay based, oral tests, quantitative exercises and/or based on the use of computer software.

Transferable and Generic Skills

Having successfully completed this programme you will be able to:

- C1 manipulate quantitative data using a range of mathematical and statistical methods;
- C2 interpret and analyse qualitative and quantitative information;
- C3 communicate ideas and arguments in a variety of written formats;
- C4 communicate ideas and arguments orally and through formal presentations;
- C5 solve problems, sometimes in quite complicated situations;
- C6 communicate effectively and confidently in one foreign language, both orally and in writing, including being able to engage an audience in discussion and sustaining a long and complex piece of writing
- C7 demonstrate intercultural competence
- C8 demonstrate effective learning and research skills, including planning and organising your learning through self-management
- C9 exercise independence and initiative
- C10 work effectively alone and in collaboration with others to solve problems and/or carry out a task

- C11 set and monitor goals, reflecting on your own learning, and learning from feedback
- C12 take notes and keep records
- C13 use libraries, archives, learning resources and C &IT to access relevant information
- C14 use computing and IT resources effectively;
- C15 write in appropriate genres and to required conventions, including referencing and identification
- C16 manage your time effectively;

Teaching and Learning Methods

The skills identified in this section are practised/developed, taught or assessed in both the core and optional modules that comprise the programme in different ways. Many such skills are developed through the self-learning process that runs alongside the formal teaching process.

Assessment methods

These vary as considered appropriate to the modules being assessed, ranging from 100% unseen examination in some cases to 100% coursework in others. Coursework may be individual or group work, essay based, oral tests, quantitative exercises and/or based on the use of computer software.

Subject Specific Practical Skills

In addition to the skills outlined you will be able to:

- Plan and manage an extended period of residence abroad
- Communicate effectively in the target language during that period of residence

Graduate Attributes

Graduate Attributes are the personal qualities, skills and understanding you can develop during your studies. They include but extend beyond your knowledge of an academic discipline and its technical proficiencies. Graduate Attributes are important because they equip you for the challenge of contributing to your chosen profession and may enable you to take a leading role in shaping the society in which you live.

We offer you the opportunity to develop these attributes through your successful engagement with the learning and teaching of your programme and your active participation in University life. The skills, knowledge and personal qualities that underpin the Graduate Attributes are supported by your discipline. As such, each attribute is enriched, made distinct and expressed through the variety of learning experiences you will experience. Your development of Graduate Attributes presumes basic competencies on entry to the University.

Your intensive knowledge of the histories, cultures and societies of specific countries combined with the intercultural competence acquired through living abroad means that you will have developed attributes for employability which extend beyond language skills.

Programme Structure

Programme details

German and Management Science

In each semester students will be required to follow four modules (a total of eight modules over the year). One module in each semester (two over the year) will be the German language module.

Opportunity to Study a Minor Subject

The structure of your degree programme allows you to exercise choice in each year of study. You can exercise this choice in a number of ways.

- You can use these modules to deepen your knowledge of your main subjects.
- You can combine additional modules from your main subjects with modules from other disciplines or choose from a selection of interdisciplinary modules.
- You can choose modules that build into a minor pathway, the title of which will be mentioned in your degree transcript. Details of the minors available and the modules that are included can be found at www.southampton.ac.uk/cip.

Availability of Modules

The information contained in programme specification is correct at the time it was published. Typically, around a quarter of optional modules do not run due to low interest or unanticipated changes in staff availability. If we do have insufficient numbers of students interested in an optional module, this may not be offered. If an optional module will not be run, we will advise you as soon as possible and help you choose an alternative module.

Part One

Part one of this Programme is no longer available for academic year 2016-17 and onwards. Please refer to BSc Business Management and German.

In Semester One students should choose **one** optional module from the list below.

Compulsory modules		Credits
GERM9XXX	German Language	15 ECTS (30 CATS)
MANG1003	Introduction to Management	7.5 ECTS (15 CATS)
MANG1007	Management Analysis	7.5 ECTS (15 CATS)
ECON1009	Economics for Management	7.5 ECTS (15 CATS)
MANG1006	Information Systems and information Technology	7.5 ECTS (15 CATS)
MANG1008	Managerial Decisions	7.5 ECTS (15 CATS)
LANG1017	Academic skills for ML students	0 ECTS (0 CATS)
Optional		
GERM1001	Approaches to German Literature	7.5 ECTS (15 CATS)
GERM1002	Introduction to German Linguistic Studies	7.5 ECTS (15 CATS)
GERM1003	German History, Politics and Society	7.5 ECTS (15 CATS)
FREEEX15	Part 1	7.5 ECTS (15 CATS)

Exit Award: Certificate of Higher Education

Part Two

Part Two of this Programme is no longer available for academic year 2016-17 and onwards. Please refer to BSc Business Management and German.

LANG2010 is an **additional** compulsory module designed to help prepare students for the Residence Abroad.

In each semester students should choose one optional Modern Languages module (GERM /FILM2008/ LANG / LING) from the list below (two in total). In order to meet the requirements of the programme students must choose **at least** one optional GERM module (inc. FILM2008) in the part. In Semester Two choose **one** of the optional MANG modules listed.

Compulsory modules	Credits
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GERM9XXX	German Language	15 ECTS (30 CATS)
MANG2001	Organisation and Management	7.5 ECTS (15 CATS)
MANG2006	Principles and Practice of Management Science	7.5 ECTS (15 CATS)
LANG2010	Managing Research and Learning	0 ECTS (0 CATS)
MANG2014	Accounting and Finance for Non-Specialists	7.5 ECTS (15 CATS)
Optional		
GERM2003	Media Perspectives on Post '68 Germany	7.5 ECTS (15 CATS)
GERM2004	Language and Society in the German Speaking World	7.5 ECTS (15 CATS)
SPAN 2011	Myths and realities of Contemporary Spain.	7.5 ECTS (15 CATS)
SPAN2012	Power and discourse in Spanish Speaking Countries.	7.5 ECTS (15 CATS)
LANG2002	Globalisation: Culture Language and the Nation State.	7.5 ECTS (15 CATS)
LANG2005	Ethnography for Language Learners	7.5 ECTS (15 CATS)
GERM2006	Metropolitan Cultures: Vienna and Berlin	7.5 ECTS (15 CATS)
FILM2008	Introduction to German Cinema	7.5 ECTS (15 CATS)
LANG2006	Autobiography and Testimony	7.5 ECTS (15 CATS)
MANG2008	Management Research*	7.5 ECTS (15 CATS)
MANG2013	European Business Environment	7.5 ECTS (15 CATS)
FREEXY15	Part 2	7.5 ECTS (15 CATS)
HUMA2007	Humanities University Ambassador scheme	7.5 ECTS (15 CATS)

***MANG2008 – Management Research is compulsory if you intend to write a dissertation in Management in your final part.**

Exit Award: Diploma of Higher Education

Final Part

German:

In each semester students should choose **one** optional Modern Languages module from the list below (**two** modules in total). In order to meet the requirements of the programme they must choose **at least one GERM** module in the part.

Management Science:

In each semester students should choose **two** optional Management Science modules (four modules in total).

Compulsory modules		Credits
GERM9XXX	German Language	15 ECTS (30 CATS)
Optional		
LING3005	Language Teaching, Theory And Practice	7.5 ECTS (15 CATS)
LANG3003	Final Year Dissertation (S1+2)	15 ECTS (30 CATS)
MANG3008	Strategic Management	7.5 ECTS (15 CATS)
MANG3010	Knowledge Management	7.5 ECTS (15 CATS)
MANG3025	Project (1/2)	15 ECTS (30 CATS)
GERM3004	Discourses of Identity	7.5 ECTS (15 CATS)
GERM3006	Minorities and migrants	7.5 ECTS (15 CATS)
GERM3016	Language and the city	7.5 ECTS (15 CATS)
MANG3032	Risk Management	7.5 ECTS (15 CATS)
MANG3034	Project Management	7.5 ECTS (15 CATS)
MANG3046	Managing Innovation	7.5 ECTS (15 CATS)
FREEZX15	Part 3	7.5 ECTS (15 CATS)
HUMA6007	Humanities University Ambassador scheme	7.5 ECTS (15 CATS)
LANG3006	Public service interpreting	7.5 ECTS (15 CATS)
LANG3007	Translation, theory and practice	7.5 ECTS (15 CATS)

Exit Award: Conferment of Award/Graduation

Additional Costs

Students are responsible for meeting the cost of essential textbooks, and of producing such essays, assignments, laboratory reports and dissertations as are required to fulfil the academic requirements for each programme of study. In addition to this, students registered for this programme typically also have to pay for are included in Appendix 2.

Progression Requirements

The programme follows the University's regulations for *Progression, Determination and Classification of Results: Undergraduate and Integrated Masters Programmes* and the *Academic Regulations for the Faculty of Humanities* as set out in the University Calendar: <http://www.calendar.soton.ac.uk>
Please see Section *Bachelor of Arts (Hons)/Bachelor of Science (Hons) - Modern Language Programmes*

Intermediate exit points

You will be eligible for an interim exit award if you complete part of the programme but not all of it, as follows:

Qualification	Minimum overall credit in ECTS credits	Minimum ECTS Credits required at level of award
Diploma of Higher Education	at least 120	45
Certificate of Higher Education	at least 60	45

Support for student learning

There are facilities and services to support your learning some of which are accessible to students across the University and some of which will be geared more particularly to students in your particular Faculty or discipline area.

The University provides:

- library resources, including e-books, on-line journals and databases, which are comprehensive and up-to-date; together with assistance from Library staff to enable you to make the best use of these resources
- high speed access to online electronic learning resources on the Internet from dedicated PC Workstations onsite and from your own devices; laptops, smartphones and tablet PCs via the Eduroam wireless network. There is a wide range of application software available from the Student Public Workstations.
- computer accounts which will connect you to a number of learning technologies for example, the Blackboard virtual learning environment (which facilitates online learning and access to specific learning resources)
- standard ICT tools such as Email, secure filestore and calendars.
- access to key information through the MySouthampton Student Mobile Portal which delivers timetables, Module information, Locations, Tutor details, Library account, bus timetables etc. while you are on the move.
- IT support through a comprehensive website, telephone and online ticketed support and a dedicated helpdesk in the Student Services Centre
- Enabling Services offering assessment and support facilities (including specialist IT support) if you have a disability, dyslexia, mental health issue or specific learning difficulties
- the Student Services Centre (SSC) to assist you with a range of general enquiries including financial matters, accommodation, exams, graduation, student visas and ID cards

- Career Destinations, advising on job search, applications, interviews, paid work, volunteering and internship opportunities and getting the most out of your extra-curricular activities alongside your degree programme when writing your CV
- a range of personal support services : mentoring, counselling, residence support service, chaplaincy, health service
- a Centre for Language Study, providing assistance in the development of English language and study skills for non-native speakers.

The Students' Union provides:

- an academic student representation system, consisting of Programme Representatives, Academic Presidents, Faculty Officers and the Vice-President Education; Students' Union provides training and support for all these representatives, whose role is to represent students' views to the University.
- opportunities for extracurricular activities and volunteering
- an Advice Centre offering free and confidential advice including support if you need to make an academic appeal
- Support for student peer-to-peer groups, such as Nightline.

Methods for evaluating the quality of teaching and learning

You will have the opportunity to have your say on the quality of the programme in the following ways:

- Completing student evaluation questionnaires for each module of the programme
- Acting as a student representative on various committees, e.g. Staff: Student Liaison Committees, Faculty Programmes Committee OR providing comments to your student representative to feedback on your behalf.
- Serving as a student representative on Faculty Scrutiny Groups for programme validation
- Taking part in programme validation meetings by joining a panel of students to meet with the Faculty Scrutiny Group

The ways in which the quality of your programme is checked, both inside and outside the University, are:

- Regular module and programme reports which are monitored by the Faculty
- Programme validation, normally every five years.
- External examiners, who produce an annual report
- A national Research Assessment Exercise (our research activity contributes directly to the quality of your learning experience)
- Higher Education Review by the Quality Assurance Agency

Criteria for admission

University Commitment

The University will at all times seek to operate admissions regulations that are fair and are in accordance with the law of the United Kingdom, and the University's Charter, Statutes, Ordinances and Regulations.

This includes specific compliance with legislation relating to discrimination (e.g. Equality Act 2010) and the University's Equal Opportunities Policy Statement. This includes a commitment that the University will:

- actively assist groups that experience disadvantage in education and employment to benefit from belonging to the University
- actively seek to widen participation to enable students that do not traditionally participate in Higher Education to do so;
- ensure that admission procedures select students fairly and appropriately according to their academic ability and that the procedure is monitored and regularly reviewed.

Entry Requirements

Please note: Entry requirements are different for each programme combination and academic year, and can be found online at www.soton.ac.uk/ml

Career Opportunities

Graduates of Modern Languages have a wide variety of employment options to choose from, some specifically using their language skills, others that draw on the range of employability skills developed during their programme. Graduates from the University of Southampton have progressed to careers ranging from Teaching and Translating to Marketing and Accountancy. Events and Hospitality, Retail and Sales and the Media are other popular choices. Our destinations survey shows that most of our graduates work in London or the South East, with many working for internationally recognised organisations. Some graduates move overseas to pursue careers in countries where the languages they have studied are spoken.

For those choosing further study, subjects pursued by Southampton graduates include Interpreting and Translating, PGCE, Law, Accountancy, Management and International Relations. Modern Languages students develop vital skills in addition to a high level of language competence that facilitate this varied choice of employment and study options, including the ability to gather and interpret information, to lead and work within teams and to develop opinions and communicate ideas and intercultural competence. The year abroad promotes a global mind set highly attractive to employers as well as resilience and independence.

External Examiners(s) for the programme

External Examiners for Modern Languages are specific to the language studied.

GERMAN:

Name: Dr Joanne Sayner

Institution: University of Birmingham

Name: Dr Ulrike Bavendiek

Institution: University of Liverpool

MANAGEMENT

Name: Dr Svetlana Warhurst

Institution: University of Essex

Name: Dr Elisabetta Barone

Institution: Brunel University London

Students must not contact External Examiner(s) directly, and external examiners have been advised to refer any such communications back to the University. Students should raise any general queries about the assessment and examination process for the programme with their Programme Representative, for consideration through Staff: Student Liaison Committee in the first instance, and Student representatives on Staff: Student Liaison Committees will have the opportunity to consider external examiners' reports as part of the University's quality assurance process.

External examiners do not have a direct role in determining results for individual students, and students wishing to discuss their own performance in assessment should contact their personal tutor in the first instance.

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 s/he takes full advantage of the learning opportunities that are provided. More detailed information can be found in the programme handbook (or other appropriate guide) or online at <http://www.southampton.ac.uk/ml/>.

Appendix:

Learning outcomes and Assessment Mapping document template

For Joint honours programmes, the learning outcomes of the second subjects map to their respective learning outcomes, as stated in the single honours programme specifications.

Module Code	Module Title	Knowledge and Understanding						
		A1	A2	A3	A4	A5	A6	A7
FREN9xxx	Language	x	x	x		x	x	x
MANG1003	Introduction to management							
MANG1007	Management analysis			x				
ECON1009	Economics for management			x				
MANG1006	Information systems and IT							
MANG1008	Managerial decisions				x			
LANG1017	Academic skills for ML students	x						
MANG2001	Organisation and management						x	
MANG2006	Principles and practices of management science				x			
LANG2010	Managing Research and Learning	x	x	x	x	x	x	
MANG2014	Accounting and finance for non specialists				x			
LANG3005	Year Abroad Research Project	x	x	x	x	x	x	x

Module Code	Module Title	Subject Specific Intellectual Skills										
		B1	B2	B3	B4	B5	B6	B7	B8	B9	B10	B11
FREN9xxx	Language											
MANG1003	Introduction to management	x	x	x	x	x	x	x	x	x	x	x
MANG1007	Management analysis	x	x	x	x	x	x	x	x	x	x	x
ECON1009	Economics for management	x	x	x	x	x	x	x	x	x	x	x
MANG1006	Information systems and IT	x	x	x	x	x	x	x	x	x	x	x

MANG1008	Managerial decisions	x	x	x	x	x	x	x	x	x	x	x
LANG1017	Academic skills for ML students	x	x	x					x	x		x
MANG2001	Organisation and management	x	x	x	x	x	x	x	x	x	x	x
MANG2006	Principles and practices of management science	x	x		x	x	x	x	x	x	x	x
LANG2010	Managing research and learning	x	x	x	x	x	x	x	x	x		x
MANG2014	Accounting and finance for non specialists											
LANG3005	Year Abroad Research Project	x	x	x	x	x	x	x	x	x	x	x

Module Code	Module Title	Transferable/Key Skills										
		C1	C2	C3	C4	C5	C6	C7	C8	C9	C10	C11
FREN9xxx	Spanish Language	x	x	x	x	x	x	x	x	x	x	x
MANG1003	Introduction to management	x		x			x	x	x	x	x	x
MANG1007	Management analysis	x		x			x	x	x	x	x	x
ECON1009	Economics for management	x		x			x	x	x	x	x	x
MANG1006	Information systems and IT	x		x			x	x	x	x	x	x
MANG1008	Managerial decisions	x	x	x			x	x	x	x	x	x
LANG1017	Academic skills for ML students	x		x		x	x	x	x	x	x	x
MANG2001	Organisation and management	x	x	x			x	x	x	x	x	x
MANG2006	Principles and practice of management science	x		x			x	x	x	x	x	x
LANG2010	Managing research and learning	x	x	x	x	x	x	x	x	x	x	x
MANG2014	Accounting and finance for non specialists	x		x		x	x	x	x	x	x	x
LANG3005	Year Abroad research project	x	x	x	x	x	x	x	x	x	x	x

Module Code	Module Title	Coursework 1	Coursework 2	Exam
MANG1003	Introduction to Management	Report 20%	Group based presentation 15%	Exam 65%
MANG1007	Management Analysis	8 on line weekly tasks 20%		Exam 80%
ECON1009	Economics for Management	Mid-term test 20%		Exam 80%
MANG1006	Information Systems and IT	Multiple choice test 10%	Coursework 30%	Exam 60%
MANG1008	Managerial Decisions			Exam 100%
LANG1017	Academic Skills for ML Students	Non-credit bearing module		
MANG2001	Organisation and Management	Coursework 30%		Exam 70%
MANG2006	Principles and Practice of Management Science	Coursework 30%		Exam 70%
LANG2010	Managing Research and Learning	Non-credit bearing module 2000 word proposal		
MANG2014	Accounting and Finance for Non-Specialists	Multiple Choice Test 10%		Exam 90%
LANG3005	Year Abroad research project	6000 word research project in the target language		

Required Language Exit Points for BA programmes in Modern Languages.

Named degrees	Minimum required language stage at graduation
French, French Linguistic Studies, German, German Linguistic Studies, Spanish, Spanish Linguistic Studies, Spanish and Latin American Studies, The Spanish-speaking World	Stage 6 in the named language
French and German, French and German Linguistic Studies, French and Portuguese, French and Spanish, French and Spanish Linguistic Studies, Spanish and Portuguese Studies, German and Spanish, German and Spanish Linguistic Studies,	Stage 6 in both languages
BA Language Learning, BA Language and Society, BA Languages and Contemporary European Studies	Stage 6 in language 1 and minimum Stage 3 in language 2 (see clarification for Language 2)

Clarification for Language 2: Stage 3 is the required minimum language stage at graduation for the following languages: Arabic, Chinese, Japanese, Latin and Russian. For all other languages, Stage 4 is the required minimum language stage at graduation.

Clarification of what is meant by *minimum*. Students are expected to study their chosen languages until the end of the 4th Part which means that whilst some students will reach stage 3 or 4 the majority of students will achieve more than the minimum.

Appendix 2

Additional Costs

Students are responsible for meeting the cost of essential textbooks, and of producing such essays, assignments, laboratory reports and dissertations as are required to fulfil the academic requirements for each programme of study. In addition to this, students registered for this programme typically also have to pay for:

- Books and Stationery Equipment (such as Lab equipment, Field Equipment, Art equipment, Recording Equipment, stethoscopes, fob watch, Excavation equipment, Approved Calculators)
- Materials (such as laboratory materials, textbooks, drawing paper, fabric, thread, computer disks, Sheet Music)
- Software Licenses
- Clothing (such as Protective Clothing, Lab Coats, specific shoes and trousers)
- Printing and Photocopying Costs (such as Printing coursework for submission, Printing and binding dissertations or theses, Academic Poster (A1) printing).
- Typing Costs
- Field Trips (including accommodation costs for the field trips)
- Work Experience and Placements (including accommodation costs near the placement, additional insurance costs)
- Travel Costs for placements, field trips and to and from the University and various campus locations (including travel insurance).
- Paying for immunisation and vaccination costs before being allowed to attend placements.
- Obtaining Disclosure and Barring Certificates or Clearance Subsistence Costs
- Paying for a Music accompanist
- Translation of birth certificates (for programmes abroad)
- Conference expenses
- Professional exams
- Parking costs (including on placements at hospitals)
- Replacing lost student ID cards
- Other activities (e.g. visiting specialist marine stations and other institutions)
- Costs of attending a graduation ceremony (e.g. hiring a gown for graduation).

In some cases you'll be able to choose modules (which may have different costs associated with that module) which will change the overall cost of a programme to you. Details of such costs will be listed in the Module Profile. Please also ensure you read the section on additional costs in the University's Fees, Charges and Expenses Regulations in the University Calendar available at www.calendar.soton.ac.uk