

Programme Specification

Business Management and Spanish (2020-21)

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
Mode of Study	Full-time
Duration in years	4
Accreditation details	None
Final award	Bachelor of Science with Honours (BSc (Hons))
Name of award	Business Management and Spanish
Interim Exit awards	Certificate of Higher Education (CertHE) Diploma of Higher Education (DipHE)
FHEQ level of final award	Level 6
UCAS code	N1R4
Programme code	6288
QAA Subject Benchmark or other external reference	Languages And Related Studies 2007
Programme Lead	Anthony Campbell

Programme Overview

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 Business Management. This programme is designed to enable you to develop skills which will be indispensable to employers who are engaged in global business and seeking to enhance their global presence. Through the study of a language and subject specific modules related to that language (politics, history and cultural studies modules), you will develop the cultural intelligence which will enable you to communicate effectively and be successful in Business Management in different cultural settings.

In Business Management you will study managerial decision-making processes, investigate commonly used Business Management techniques and assess the means by which people and systems can be managed to improve organisational performance. Through this programme of studies you will engage with contemporary global issues and have the opportunity to develop your business skills to ensure you are well equipped to enter industry, and ultimately lead organisations in the future. On the Modern Languages 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 Business Management programme provides a comprehensive and flexible education in business management. It is concerned with the successful operation of all types of organisations, including start-ups, large corporations, social enterprises and non-profits. The programme will provide you with a broad introduction to key principles and practices in business management, which examine accounting, marketing, finance, strategy and entrepreneurship to enable you to become familiar with the core issues concerning planning, organising, leading and controlling activity in the context of all organisations. The structure is designed to enable you to specialise and tailor the programme to your specific needs and interests by providing the opportunity to study a diverse range of optional modules in both Modern Languages and Business Management. The programme is distinctive in that it provides students with an overview of the development of the world of business and key technologies, while providing cutting edge insight into new emergent markets and trends, providing future leaders with a comprehensive overview issues which will assist them in their career development.

This programme is highly relevant for students considering embarking on a managerial career in a range of private, public and third sector organisations. Due to the wide range of topics studied, it will also be suitable for those considering working in a variety of different sectors in the UK and internationally. Students will be able to appreciate the diversity, processes, barriers and facilitators of success in dynamic organisations. The programme makes use of state of the art theoretical frameworks and case studies, while being alert as to how they can be applied in a 'real world' setting. The range of bespoke and contemporarily relevant optional modules will assist students in developing and deepening their knowledge in areas which are relevant to their interests and future career plans. The option to take up a work placement during the year abroad provides the opportunity to see how theory connects to practice in real world environments, while gaining valuable experience.

The Modern Languages side of 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.

Your contact hours will vary depending on your module/option choices. Full information about contact hours is provided in individual module profiles.

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 courses 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 courses 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.

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.

Please note: As a research-led University, we undertake a continuous review of our programmes to ensure quality enhancement and to manage our resources. As a result, this programme may be revised during a student's period of registration; however, any revision will be balanced against the requirement that the student should receive the educational service expected. Please read our [Disclaimer](#) to see why, when and how changes may be made to a student's programme.

Programmes and major changes to programmes are approved through the University's [programme validation process](#) which is described in the University's [Quality handbook](#).

Educational Aims of the Programme

The aims of the programme are to: The aims of the programme are to:

- Provide you with a good understanding of the central concepts and techniques of the discipline of Business Management.
- 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

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

Knowledge and Understanding

On successful completion of this programme you will have knowledge and understanding of:

- A1. the key issues and behaviours that pervade decision making activity in organisations;
- A2. the most commonly used Business Management 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-year project, computer laboratory work and independent study. Increasing independence of learning is required as the course 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

On successful completion of 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

On successful completion of 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

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

On successful completion of this programme you will be able to:

- D1. Plan and manage an extended period of residence abroad
- D2. Communicate effectively in the target language during that period of residence

Teaching and Learning Methods

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

Programme Structure

The programme structure table is below:

Information about pre and co-requisites is included in individual module profiles.

Where optional modules have been specified, the following is an indicative list of available optional modules, which are subject to change each academic year. Please note in some instances modules have limited spaces available.

Part I

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 Spanish language course.

Minor Subject

This combined honours programme offers a full range of modules from Business Management and Modern Languages and there is no space for a minor subject or free elective modules.

Part One

You must take 2 language modules (language stage(s), 4 compulsory Business Management modules and 2 Modern Languages modules (1 SPAN and 1 LANG)

Exit Award: Certificate of Higher Education

Part I Compulsory

SPAN9XXX - Spanish Language - 15 ECTS (30 CATS)

Code	Module Title	ECTS	Type
LANG1017	Academic Skills for ML students	0	Compulsory
MANG1004	Introduction to Accounting and Financial Control	7.5	Compulsory
MANG1017	Key Skills for Business	7.5	Compulsory

Part I Optional

Code	Module Title	ECTS	Type
MANG1020	Ideas that Shaped the Business World 1: Government and Society	7.5	Optional
MANG1021	Ideas that Shaped the Business World 2: Markets and Consumers	7.5	Optional
MANG1003	Introduction to Management	7.5	Optional
SPAN1002	Introduction to the Languages of the Spanish-Speaking World	7.5	Optional
PORT1001	Introduction to The Portuguese-Speaking World	7.5	Optional
SPAN9010	Spanish Language Stage 4	15	Optional
SPAN9056	Spanish Language Stages 3/4 (Accelerated)	15	Optional
MANG1022	Technologies that shaped the Business World: Digital Age	7.5	Optional
SPAN1001	The History and Politics of the Hispanic World	7.5	Optional

Part II

Part Two

You must take 2 language modules (language stage(s) 4 Business Management modules (2 compulsory and 2 optional) and 2 Modern Languages content modules (including at least one SPAN module)

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

Exit Award: Diploma of Higher Education

Part II Compulsory

SPAN9XXX - Spanish Language - 15 ECTS (30 CATS)

Code	Module Title	ECTS	Type
MANG2064	Business Research	7.5	Compulsory
MANG2060	Management and Organisation Theory	7.5	Compulsory
LANG2010	Managing Research and Learning	0	Compulsory
SPAN9011	Spanish Language Stage 5	15	Compulsory

Part II Optional

Code	Module Title	ECTS	Type
PORT2001	Culture, Power and Resistance in the Portuguese-Speaking World	7.5	Optional
SPAN2014	Ethnography of Latin America	7.5	Optional
MANG2013	European Business Environment	7.5	Optional
SPAN2010	Exploring Spanish Linguistics	7.5	Optional
LANG2002	Globalisation: Culture, Language and The Nation State	7.5	Optional
SPAN2006	High, Popular and Mass Culture in Modern Spain	7.5	Optional
MANG2011	Human Resource Management	7.5	Optional

HUMA2007	Humanities University Ambassadors Scheme (Modern Languages)	7.5	Optional
HUMA2024	Learning about Culture: Introduction to Ethnography	7.5	Optional
MANG2041	Management Ethics	7.5	Optional
SPAN2011	Myths and Realities of Contemporary Spain	7.5	Optional
MANG2021	Operations Management	7.5	Optional
MANG2057	Philosophy of Management and Organisations	7.5	Optional

Part III

Students will spend the year abroad in a country where the chosen language is spoken, either as:

- an English language assistant
- studying on a University course
- on an approved work placement

During the year abroad students are required to complete an Investigative Project (LANG3005). This is an independent study project (6,000 words) supervised by a member of staff and written in the target language.

Code	Module Title	ECTS	Type
LANG3005	Year Abroad Research Project YARP	15	Core

Part IV

Final Part: Spanish

You must take 2 language modules (language stage(s), 4 Business Management modules and 2 Modern Languages modules (including at least one SPAN module)

Part IV Compulsory

SPAN9XXX - Spanish Language - 15 ECTS (30 CATS)

Code	Module Title	ECTS	Type
LANG3011	Seeing and being seen: Study Abroad re-entry	0	Compulsory
SPAN9013	Spanish Language Stage 7	15	Optional

Part IV Optional

Code	Module Title	ECTS	Type
LING3003	Advanced Syntax	7.5	Optional
LANG3008	Audiovisual Translation	7.5	Optional
SPAN3004	Barrios and Borders: Language and Identity amongst US Latinos	7.5	Optional
MANG3021	Corporate Governance	7.5	Optional
MANG3029	Corporate Social Responsibility and Sustainable Business	7.5	Optional
MANG3025	Dissertation	15	Optional
PORT3006	Encounters with Bodies in Lusophone Cultural Narrative	7.5	Optional
LING3013	English as a Global Language	7.5	Optional

SPAN3001	Historical Memory in Modern Latin America	7.5	Optional
ENTR3005	International Entrepreneurship	7.5	Optional
MANG3010	Knowledge Management	7.5	Optional
GERM3016	Language and the City	7.5	Optional
LING3005	Language Teaching Theory and Practice	7.5	Optional
LING3014	Language Testing and Assessment in Society	7.5	Optional
MANG3046	Managing Innovation	7.5	Optional
MANG3054	Marketing in the Digital Age	7.5	Optional
LANG3003	Modern Languages Dissertation	15	Optional
MANG3034	Project Management	7.5	Optional
LANG3006	Public Service Interpreting	7.5	Optional
LING3001	Second Language Acquisition	7.5	Optional
SPAN3012	Sex, Soap Operas and Female Dissidents: Representations of Women in the Hispanic World	7.5	Optional
LING3015	Sociophonetic Project Module	7.5	Optional
MANG3008	Strategic Management	7.5	Optional
MANG3078	Strategic Operations Management	7.5	Optional
MANG3072	Technological Innovation	7.5	Optional
SPAN3013	Transatlantic Crossings: Linguistic Variation in the Iberian Peninsula and Latin America	7.5	Optional
LANG3007	Translation: Theory and Practice	7.5	Optional
LING3006	Writing in a Second Language	7.5	Optional

Progression Requirements

The programme follows the University's regulations for [*Progression, Determination and Classification of Results : Undergraduate and Integrated Masters Programmes*](#) and [*Progression, Determination and Classification of Results: Postgraduate Master's Programmes*](#) Any exemptions or variations to the University regulations, approved by AQSC are located in [*section VI of the University Calendar*](#).

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 Hartley Library.
- Enabling Services offering support services and resources via a triage model to access crisis management, mental health support and counselling. Support includes daily Drop In at Highfield campus at 13.00 -

15.00 (Monday, Wednesday and Friday out of term-time) or via on-line chat on weekdays from 14.00 – 16.00. Arrangements can also be made for meetings via Skype.

- assessment and support (including specialist IT support) facilities if you have a disability, long term health problem or Specific Learning Difficulty (e.g. dyslexia).
- the Student Services Centre (SSC) to assist you with a range of general enquiries including financial matters, accommodation, exams, graduation, student visas, ID cards
- Career and Employability services, 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
- Other support that includes health services (GPs), chaplaincy (for all faiths) and 'out of hours' support for students in Halls and in the local community, (18.00-08.00)
- 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 Course Representatives, Academic Presidents, Faculty Officers and the Vice-President Education; SUSU 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, School 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.

Further details on the University's quality assurance processes are given in the [Quality Handbook](#).

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 Examiner(s) for the programme

Name: Dr Elisabetta Barone - Brunel University

Name: Dr Nicholas Vasilakos - University of East Anglis

Name: Mr Sunil Banga - University of Lancaster

Name: Professor Claire Taylor - University of Liverpool

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 Course 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 Academic 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 they take full advantage of the learning opportunities that are provided. More detailed information can be found in the programme handbook.

Appendix 1:

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 also have to pay for:

Additional Costs

Type	Details
Hardware	It is advisable that students provide their own laptop or personal computer, although shared facilities are available across the University campus.
IT	Students are expected to provide their own portable data storage device.
Materials	All laboratory equipment and materials are provided.
Placements (including Study Abroad Programmes)	Students on placement programmes can expect to cover costs for health and travel insurance, accommodation and living expenses; travel costs; visa costs. This will vary depending on which country you are travelling to. Specific details on what additional costs there will be are detailed in the individual module profiles which can be found under the modules tab of the programmes details of your programme.
Printing and Photocopying Costs	Where possible, coursework such as essays; projects; dissertations is likely to be submitted on line. However, there are some items where it is not possible to submit on line and students will be asked to provide a printed copy. A list of the University printing costs can be found here: http://www.southampton.ac.uk/isolutions/students/printing/
Software Licenses	All software is provided
Stationery	You will be expected to provide your own day-to-day stationary items, e.g. pens, pencils, notebooks, etc.). Any specialist stationery items will be specified under the Additional Costs tab of the relevant module profile.
Textbooks	Where a module specifies core texts these should generally be available on the reserve list in the library. However due to demand, students may prefer to buy their own copies. These can be purchased from any source. Some modules suggest reading texts as optional background reading. The library may hold copies of such texts, or alternatively you may wish to purchase your own copies. Although not essential reading, you may benefit from the additional reading materials for the module.

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.