



UK Education



BA(Hons) MANAGEMENT(Top-Up)

Anglia Ruskin University



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Anglia Ruskin University

Anglia Ruskin University (ARU) is a public university in East Anglia, United Kingdom. It became a university in 1992 and currently has over 40,000 students worldwide with campuses in Cambridge, Chelmsford, Peterborough and London.

ARU has been named one of the top 350 institutions in the world in the Times Higher Education World University Rankings 2021, for the fifth successive year – and one of the top 40 universities in the UK. ARU also listed in the top 10 for social inclusion in The Times Good University Guide 2021. Anglia Ruskin University was also the only UK university to be named a global ‘rising star’ by Times Higher Education.

Anglia Ruskin University ranked in the top 20 universities for teaching excellence in The Times and The Sunday Times Good University Guide for 2017, with six subjects in the top 10 UK higher education institutions for teaching excellence. As well as this, the Teaching Excellence Framework (TEF) Silver award recognises the quality of courses and high levels of student satisfaction.



#20

 01

[Released on April 27, 2022]

University Impact Rankings
- Good Health and
Wellbeing

#101

 24

[Released on April 27, 2022]

University Impact Ranking
- Reducing Inequality
(SDG10)

#115

 96

[Released on September 17, 2021]

CUG Complete University
Guide - UK

#201

 26

[Released on April 27, 2022]

University Impact Ranking
- Sustainable Cities and
Communities (SDG11)

#301

 37

[Released on April 27, 2022]

World University Impact
Rankings - Times Higher
Education

#301

 31

[Released on September 2, 2021]

World University Rankings
- Thais Higher Education

#353

 59

[Released on September 6, 2021]

StuDocu World University
Rankings - EMEA -
Europe, Middle East and

#429

 58

[Released on April 4, 2022]

Scimago Institutional
Rankings - Universities

#771

 48

[Released on October 25, 2021]

U.S. News: Best Global
Universities

ARU wins Queen's Anniversary Prize

World-leading music therapy research recognised with major honours

The Queen's Anniversary Prize recognises outstanding work by UK universities and colleges that has demonstrated the highest level of quality and innovation and has provided significant public benefit. These awards are the highest national honours awarded in higher education and further education in the UK and are awarded every two years by the Queen.



THE QUEEN'S
ANNIVERSARY PRIZES
FOR HIGHER AND FURTHER EDUCATION
2021

Anglia Ruskin University – BA (Hons) Management (Top-Up)

Course Description

The BA (Hons) Management degree will give you a solid foundation in business and management theory, as well as the opportunity to develop the practical skills and analytical techniques used in different sectors. Graduate and you'll be more than ready for the professional workplace and the challenges of the business world. During the course you'll study and practise all the main areas of management, including human resources, marketing, accounting and finance, and information management. Modules on contemporary issues such as globalisation, sustainability and social and demographic change will put it all into context – as will content looking at commercial strategy and behaviour.

You can personalise your studies with a wide range of specialist modules, so there's every opportunity to prepare for a specific industry sector, job or profession. Key figures from international industry and business advise us on course content – so you can be certain you're gaining the skills employers expect.

This programme is designed specifically for Chestnut Education in partnership with Anglia Ruskin University. At present this programme is only delivered as an online programme, across a period of 12 months.



Course Content

Strategic Management

This module addresses strategy and examines an organisation within its strategic and competitive context. It consists of one 1500-word assignment, and one 4500-word assignment.

Work Based Major Project

This module enables you to build on your learning throughout the course to carry out an in-depth project dealing with an issue that is relevant to you and your work. This module is assessed via a 3000-word proposal, plus 12000 word project.

Work Based Project Impact and Review

Having completed your project, you will assess its impact, evaluate the strengths and weaknesses of your recommendations and gather feedback from colleagues, peers and academics. This is a 6000-word assignment.

Reflections on Practice and Career Progression

In this final module, you will assess your progress through the course, evaluate your practical and leadership skills and plan your future personal and career development. This is a 3000-word assignment.



Programme Feature

100% online learning, which can be accessed from your phone, pc or tablet at home or on the move. On successful completion of your studies, you'll be invited to attend a graduation ceremony on campus.

Study Mode

Online - Full Time or
Online - Part Time

Duration of Program

This course only takes 12 months at the earliest

Assessment

Performance of students are assessed on a continuous basis through assignments and class participation.

Entry Requirements

- UK RQF/ NQF Level 5 ; or HKQF Level 4 qualification or
- an associate degree awarded by an accredited institution or
- A recognized professional qualification (s) plus at least 3 times of full-time work experience at senior level. Shortlisted applicants may be invited for an interview.

English Language Requirements

Students need to meet the following basic English requirements:

- IELTS 5.5; Reading and Writing must be at 5.5 or
- HKALE Use of English at Grade E or above, or HKDSE Examination English Language at Level 3 or above or
- Satisfy the examiners in UK EDUCATION qualifying examination, if required.

課程特色

100% 在線學習，您可以在家中或在旅途中通過手機、PC 或平板電腦訪問該系統。成功完成學業後，您將被邀請參加校園的畢業典禮。

學習形式

網上修讀及全日制 或
網上修讀及兼讀制

修讀年期

課程修讀年期最快為12月。

評核準則

通過作業和課堂成績對學生的表現進行連續性的評估。

入學要求

- 英國資歷架構第五級；或香港資歷架構第四級 或
- 由認可機構頒授的副學士學位 或
- 持有認可專業資格及三年或以上管理層經驗，入圍的申請人或需參與面試。

英語要求

學生需達到以下的基本英語要求：

- IELTS 5.5或以上; 讀寫水平必須達到5.5 或
- 於香港高級程度會考取得E或香港中學文憑的第三級 或
- UK EDUCATION提供的英語評估中符合要求成績

Programme Structure

If you fulfill the entry requirement, you can join ARU - BA (Hons) Management (Top-Up) programme directly, else you can take Level 5 diploma or Level 4 diploma

Qualifi Level 4 Diploma in Business Management

- Start Date: Anytime
- Duration: Anytime
- Mode of Study: Distance Learning
- Structure: 6 Mandatory only with no exam

Qualifi Level 5 Diploma in Business Management

- Start Date: Anytime
- Duration: Anytime
- Mode of Study: Distance Learning
- Structure: 6 Mandatory only with no exam

BA (Hons) Management (Top-Up)

Anglia Ruskin University

- Start Date: September / January / May
- Duration: 12 months
- Mode of Study: Distance Learning
- Structure: Four courses only with no exam

課程架構

如果您滿足入學要求，您可以直接加入 ARU - BA (Hons) Management (Top-Up) 課程，否則您必需先取得 5 級文憑或 4 級文憑

Qualifi Level 4 商業管理文憑

- 開始日期：任何時間
- 持續時間：任何時間
- 學習方式：遠程學習
- 結構：六科必修科，無需考試

Qualifi Level 5 商業管理文憑

- 開始日期：任何時間
- 持續時間：任何時間
- 學習方式：遠程學習
- 結構：六科必修科，無需考試

BA (Hons) Management (Top-Up)

安格利亞魯斯金大學

- 開始日期：九月/一月/五月
- 持續時間：12 個月
- 學習方式：遠程學習
- 結構：只有四科必修科，沒有考試

Course flow

BA (Hons) Business Management (Top-Up)
 - Anglia Ruskin University
(120 Credits)



完成 Qualifi Level 4 & 5 Diploma in Business Management
(240 Credits)



英國資歷架構第五級或
香港資歷架構第四級
UK RQF/ NQF Level 6 or
HKQF Level 5 qualification



持有認可專業資格及三年或以上工作經驗，入圍
的申請人或需參與面試
Recognized professional qualification (s)
plus at least 3 times of full-time work
experience at senior level. Shortlisted
applicants may be invited for an interview.

最快12個月時間 (完成時間視乎學生進度)
完成課程必需 360 Credits

Provide English version only

Qualifi Level 4 Diploma in Business Management

Duration: Anytime

Mode of Study: Distance Learning

Structure: 6 modules assignments with no exam



Mandatory:

1. Communications in Organisations
2. Leadership and the Organisation
3. Financial Awareness
4. Managing Change
5. Business Operations
6. Developing Teams

Qualifi Level 5 Diploma in Business Management

Duration: Anytime

Mode of Study: Distance Learning

Structure: 6 modules assignments with no exam



Mandatory:

1. Responding to the Changing Business Environment
2. Effective Decision Making
3. Business Development
4. Business Models and Growing Organisations
5. Customer Management
6. Risk Management and Organisations





CERTIFICATE OF ACHIEVEMENT

This is to certify that:

Pak Lin Chan

Has been awarded the

Qualifi Level 5 Diploma In Business Management

Having successfully achieved the units listed in the Credit Certificate

Date Awarded: 05/05/2022

Qualification Number: 601/6049/4

Approved Centre: Chestnut Education Group

Learner Reference: Q025081



QUALIFI Level 4 & 5 Certificate QUALIFI 四級與五級證書

QUALIFI Level 4 & 5 Transcript QUALIFI 四級與五級成績單



CREDIT CERTIFICATE

Name: Pak Lin Chan

Qualification Title: Qualifi Level 5 Diploma in Business Management

This is to certify that the learner has been awarded the following unit credits for achieving the learning outcomes of the unit(s) listed.

Unit No.	Unit Title	Level	Credit	Grade
A/507/1586	Managing Change	4	20	Pass
D/507/1581	Communication in an Organisation	4	20	Pass
F/507/1587	Business Operations	4	20	Pass
H/507/1582	Leadership and the Organisation	4	20	Pass
J/507/1588	Developing Teams	4	20	Pass
M/507/1584	Financial Awareness	4	20	Pass
D/507/1614	Business Development	5	20	Pass
H/507/1615	Business Models and Growing Organisations	5	20	Pass
K/507/1616	Customer Management	5	20	Pass
R/507/1612	Responding to the Changing Business Environment	5	20	Pass
T/507/1618	Risk Management and Organisations	5	20	Pass
Y/507/1613	Effective Decision Making	5	20	Pass

Total Credits: 240

RN: Q025081 | DB: 28/03/1983 | CN: QCN001040 | Issued: 05/05/2022 | QN: 601/6049/4



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QUALIFI Level 4 Diploma in Business Management Module Outline

BUS 1.1: Communications in Organisations

Aim of this unit is divided into three parts and examines communications at an organisational level, interpersonal communications and managing internal and external communications.

Effective communications are vital to the success of any organisation, to ensure understanding, involvement and commitment to organisational policies and procedures.

Organisations today often need to change their policies and procedures to survive in the developing local and global economies. It is important for managers to realise the importance of sound communication practice and systems to ensure the effective development and dissemination of new ideas and decisions for change.

This unit will help managers explore the links between good communications and the development of workforce understanding and commitment to change by considering what is meant by good communications practice. It will then help them look at their communication skills as well as how to improve links between their team, other parts of the organisation and beyond.

The unit aims to develop the learner's awareness of organisational, personal, team and external communications. Communication practices, systems, styles and tools are explored and how they support individual and group's commitment to organisations and their objectives.

Interpersonal communication with an emphasis on analysing the learner's own personal style to empower and improve personal communication skills is central to the unit. For this purpose, learners should obtain feedback on their input at meetings, presentations, interviews and in discussions with peers and tutors.

Learning Outcomes

1. Analyse communications in organisations
2. Understand and develop personal interpersonal communications
3. Evaluate the management of internal and external workplace communications

BUS 1.2: Leadership and the Organisation

Aim of this unit looks at the development of practical leadership skills at a non-strategic level within the rapidly changing working environment.

The unit provides an opportunity for learners to explore in depth the attributes and skills of successful leaders. Learners will also be able to consider how some of the leadership theories and models can be applied to specific situations and to learn how leadership skills can be developed.

The unit draws on a selection of established principles and on more recent work. It seeks to consider their relevance to specific working situations.

Through a study of leadership styles, current theory and models learners will be gain an appreciation of leadership skills and their importance at all levels in organisations and for specific purposes.

Learning Outcomes

1. Evaluate the impact of different leadership qualities and skills in organisations Be able to assess budgets and their ability to support organisational objectives
2. Research current theories, models and principles of leadership
3. Analyse the leadership skills required for specific situations

BUS 1.3: Financial Awareness

Aim of this unit is designed to introduce learners to the nature, role and importance of financial information in organisations from a managerial perspective. Learners will have the opportunity to look at communication and interpretation of financial information for managing organisations, its regulation and structuring and use in decision making, together with the principles of accounting, standards expected, and concepts and conventions that influence the presentation of financial information.

Learners will, through the examination of financial information, learn about the important issues relating to the measurement of efficiency, profitability and solvency, and the different demands on organisations made by different stakeholders. They will also explore the extent to which external confidence is determined by financial performance.

Learners will examine how financial information can be interpreted, analysed and evaluated, how costs in an organisation can be monitored and controlled, and how the concept of contribution aids decision making.

The overriding aim of the unit is to provide the learner with the necessary knowledge to be able to critically evaluate the financial systems, processes and procedures in their own organisations.

Learners will gain understanding of accounting conventions, appreciate measurement for efficiency, profitability and solvency, and the different demands made by different stakeholders. Learners will gain understanding of financial commentary.

Learning Outcomes

1. Explore the nature and use of financial information
2. Investigate the principles and standards used to produce accounting and financial information
3. Examine financial commentary that interprets and analyses published financial information

BUS 1.4: Managing Change

Learners will gain the realisation that it is only through the people that they work with that change can become successful.

This unit will allow learners to take a problem solving approach, initially defining issues and then looking at options, before selecting an appropriate route to change.

Finally, the unit looks at planning for implementation and evaluation of the change itself. There will be an emphasis on involving those directly affected, to gain their experience and knowledge as well as their commitment to, and ownership of, the change itself. Throughout the unit, importance will be placed the need to manage and control the change process by effective monitoring and evaluation. Various change models will be used as the basis of activity.

The aim of this model is to introduce different models and practices of change management.

The unit further aims to help learners to develop an understanding of the issues and practices involved in the management of change and those activities that contribute to positive organisational change. Learners are encouraged to develop and use their problem solving skills.

Learning Outcomes

1. Research and analyse issues that concern significant organisational change
2. Develop plans to involve stakeholders in planning for and supporting change
3. Plan the implementation and evaluation of a change process.

BUS 1.5: Business Operations

Aim of this unit focuses upon the effective and efficient planning and management of work activities. It provides learners with the knowledge and skills to design, implement and change operational plans to improve effectiveness and efficiency, and to design and monitor appropriate systems to ensure quality of the products and services.

Learners may investigate their own organisation and their role within it. Their research will involve evaluating the importance of business processes in delivering outcomes based on business goals and objectives, establishing customer requirements and developing and implementing operational plans to meet them.

This will include the identification of resources needed, the planning and allocation of appropriate work activities, the setting and monitoring of performance measures and quality standards, and then taking appropriate action or making suitable recommendations to solve problems at work and managing the resulting change.

Consideration will be given throughout the unit to legal, regulatory and ethical requirements, particularly to the maintenance of health and safety.

Learners will discover that the objectives of successful managers are largely achieved through others and that the involvement of teams, peers and individuals is crucial to the efficient and effective management of activities.

This unit aims to enable learners to develop an understanding of the issues relating to the management of activities with a particular focus on problem solving.

The unit provides a basis for understanding how different organisations are structured and controlled, and the importance of business goals and objectives. The workings and operations of the organisation are examined and Learners are required to develop and deliver operational plans.

Learning Outcomes

1. Examine the importance of business processes in delivering business goals and objectives
2. Investigate how business goals and objectives affect business operations
3. Develop and implement plans for an operational area.

BUS 1.6: Developing Teams

This unit focuses on building, developing and supporting teams to enable them to achieve their goals and objectives. Learners must identify the skills and potential of team members while providing opportunities for them to gain new skills and experiences.

Learners will evaluate team roles and their importance when allocating team members to appropriate tasks in order to achieve objectives.

A key factor in a winning team is the team leader. Learners will have the opportunity to examine the qualities required of an effective leader to ensure that tasks are achieved, while building and developing the team and individuals within it.

This unit also focuses on methods for monitoring team performance and approaches for handling poor performance and conflict.

The unit focuses on building, developing and supporting teams to enable them to achieve their goals and objectives. Learners will identify the skills and potential of teams and individuals.

Opportunities for teams to develop, gaining new skills and experiences and ways to evaluate and improve their performance are important to the unit too.

Learning Outcomes

1. Analyse the characteristics of teams
2. Evaluate development methods for team
3. Evaluate methods of setting team objectives, and monitoring and evaluating team performance

QUALIFI Level 5 Diploma in Business Management Module Outline

BUS 2.1: Responding to the Changing Business

The three key themes to this unit examine the socio-economic environment, the way in which markets operate and the relationship between business and governments.

The central theme to the unit is the changing roles that exist between business, government and their citizens that create both opportunities and threats for the modern organisation. By understanding the organisational impact of the trends, managers can respond positively to a changing socio-economic environment.

The unit also looks at the external business environment and the different ways that organisations respond to changes.

The aim of the unit is to introduce the learner to a number of dynamic factors that affect how an organisation operates and the change in management that is required. By understanding how relationships between public and private sector organisations are affected by socio-economic factors the learner will be better placed to manage that relationship.

Learning Outcomes

1. Evaluate and analyse the factors that influence business and the responses that can be deployed to manage these factors.
2. Appreciate how an integrated approach to understanding the business context and decision making can support business development.
3. Investigate the changing relationship between the private and public sector

BUS 2.2 Effective Decision Making

The unit will look at the different ways that decisions are taking by companies by exploring approaches to decision making, implementing decisions and the way in which knowledge can be used within organisations.

With the growth of IT and customisation, few decisions are straightforward enough for managers to rely on the answers that have been successful in past years. To remain competitive, organisations need to develop decision-making processes that use all the current information and knowledge available in the workplace, workforce and beyond.

Consequently, today's decision making becomes more of a problem-solving process.

In addition, increasing workforce empowerment and expectation means that the decision-making process for competitive organisations needs to be a much more participative process. Otherwise, management will not gain the information and knowledge they need and will also lose the commitment required to ensure decisions taken become effective.

So, while the act of decision taking effectively remains with the manager responsible, the process of decision making needs to involve all the stakeholders within the managers' immediate workplace and beyond. This ensures that the decision taken is owned by all whom have to work with it.

The unit aims to equip the learner with the means to manage the process of decision-making rather than the outcome or decision itself. By recognising methods of decision taking, the learner can stress the need for greater participation of stakeholders to ensure pro-activity and innovation.

Learning Outcomes

1. Review relevant issues that are important to making business decisions
2. Explore approaches to the decision-making process and how to improve approach
3. Recommend approaches to improve decision making

BUS 2.3 Business Development 5

The unit will allow for learners to work in a team to investigate new business formats and a feasibility assessment for a potential knowledge-based product or service opportunity identified by the team. This might be undertaken for a new income stream within an existing business or for a new enterprise. The core unit material will focus on Refining an Idea, Research and Presenting the Plan.

All learners will be involved with refining the idea and individual learners will be responsible for doing market research, building a final plan and creating an operational plan.

The aim of this unit is to provide the learner with the knowledge and skills to research a market and plan a development strategy such as the launch of a new business model, new enterprise, product or service line. Learners will need to fully develop and pitch their business development strategy

Learning Outcomes

1. Analyse the role that planning has in developing new business streams
2. Conduct research into demand and assess market potential
3. Prepare a business model and present a business sales plan

BUS 2.4 Business Models and Growing Organisations

The unit is designed to help learners understand what is expected from them in working for a growing organisation.

The three units explore the relationship between enterprising behaviour and business success, the different ways in which firms can grow and the different types of business that they might be expected to work in.

To introduce the concept of working for and managing creatively within a smaller growth organisation. This unit examines how the small business grows, reasons for success and how best to manage available growth options. This will give the learner a greater understanding of fast growth organisations in both private and social sectors of the economy. Learners will develop skills to support their ability to understand business strategy and development with an emphasis on business growth.

Learning Outcomes

1. Examine growth options and the resource implications on organization structures and operations
2. Develop an appreciation of different business models and how performance and success of ventures may be evaluated
3. Evaluate environmental scanning and how growth options may be analysed

BUS 2.5 Customer Management

This unit is designed to help learners understand the role of customer-centred organisations. The three units are understanding customers, meeting customer need and adding value.

Learners will evaluate best practice and the policies and approaches that result in excellent service and delivery within a contemporary business environment.

Customer Relationship Management (CRM) is now being actively embraced by organisations within most industry sectors. Furthermore, customer expectations are changing with the result that customer relationships are becoming increasingly more complex to manage.

This unit analyses how businesses have responded by looking after their customer base in new and more cost effective ways.

The aim of the unit is to provide learners with understanding and insight into customer behaviour. It will develop skills and learners will use tools and practices an organisation can use to retain and improve customer retention and relationships.

Learning Outcomes

1. Examine the different ways that organisations deal with their customers
2. Develop skills and practices that will support customers retention
3. Explore and learn from examples of customer centered organisations and the benefits of such an approach

BUS 2.6 Risk Management and Organisations

This unit prepares learners for working in a commercial environment by providing an insight into the different risk profiles from both an organisation's and an individual's perspectives. The three units are understanding business risk, managing risk and innovation and creativity.

The aim is to provide learners with an understanding of what makes an effective organisation in balancing out opportunity with change.

This unit will involve the learner in developing risk profiles and identifying risk management strategies for selected case studies. These will be available online as used as a means to illustrate the different ways organisations approach change. The course material will be closely linked with creativity and innovation.

Learning Outcomes

1. Review organisations risk tolerance in different environments
2. Develop skills to identify and assess the risk profiles of organisations
3. Investigate how innovation can be used to reduce risk aversion in growing organisations.



ABOUT US

關於我們

The UK Education provides overseas study counseling services, focusing on assisting your overseas study journey. The UK Education has one of the most integrated British school networks among all the local overseas advanced study companies. Our professional counseling team provides one-stop services such as assisting in school applications, arranging interviews, etc. We help to assist students to analyze each school in details, and provide one-on-one consultation services for further studies.

The UK Education provides different professional qualifications in the fields of business, law and finance to promote and strengthen trade and business development for chambers of commerce composed of administrators and managers. The centre provides professional training and qualification programs from time to time to train local and international elites from different fields in all areas for the Asian economy and even the global business. We are committed in helping employees enhance their career prospects through these accredited qualifications, and supporting the development of their management and professional skills in the workplace.

UK Education一直提供海外教育輔導服務，專注於協助您的英國教育，並擁有香港最完整的英國學校網絡之一。我們專業的輔導團隊提供協助學校申請、安排面試等一站式服務，協助學生詳細分析每所學校，並提供一對一的升學諮詢服務。

UK Education在商業、法律和金融領域提供不同的專業資格，以促進和加強由行政人員和經理組成的商會的貿易和商業發展。中心不定期提供專業培訓和資格認證項目，為亞洲經濟乃至世界商業培養各個領域不同領域的本地和國際精英。我們致力於通過這些認證資格幫助員工提升他們的職業前景，並支持他們在工作場所的管理和專業技能的發展。

The Object of the Centre

1. Provides career path that support students who wish to develop their management skills, enterprise capabilities and opportunities in their chosen field
2. Helps students to improve their understanding of any given business environments and organizations and how should they manage and develop in the given situation
3. Helps students to develop skills and abilities, and support their professional development

中心的遠景

1. 為希望在所選行業發展管理技能、企業能力和機會的同學提供職業道路支持
2. 提高同學對任何商業環境和組織以及它們是如何管理和發展的理解
3. 培養同學的技能和能力，以支持他們的職業發

