



UK Education

# BSc (Hons) Business Management

University of Bolton



[www.ukuniversity.hk](http://www.ukuniversity.hk)

+852 6965 9888  
[info@ukuniversity.hk](mailto:info@ukuniversity.hk)



## University of Bolton

By 2020, the University of Bolton will be teaching-intensive, research-informed higher education institution, attracting applications from around the world for its unique high-quality, student-centred undergraduate and postgraduate programmes.

It will provide an exciting and challenging student experience with a high standard of proactive student support and excellent facilities to match its academic quality. It will be a local resource, regional asset, undergraduate and postgraduate courses offered in Bolton and around the world. Where appropriate, our students will study in an environment that reflects as closely as possible the work environment into which they may enter. Using industry standard fixtures. All students receive work-based learning through an internship, practicum or “sandwich” gap year.

# Ranking and Qualification

UK Ranking

# #38

# The Guardian

The Guardian - The best UK universities 2023



WES Approved



# ■ BSc (Hons) Business Management



## ■ Course Description

Business management qualifications open doors and are considered essential whether you are looking to pursue a career in business or achieve higher levels of responsibility in your current work.

The University of Bolton's BSc (Hons) in Business Management offers a strong grounding in an essential range of contemporary business management subjects combined with the opportunity to focus your studies in the final year. You can graduate with a general BSc (Hons) in Business Management or transfer to one of our named pathways: Information Systems, Enterprise, Finance, Supply Chain Management, People Management, Marketing or Retail. Graduates of all these pathways will also receive the CMI Level 5 Diploma in Leadership and Management, and some of the pathway options offer you the chance to gain exemptions from further professional qualifications from institutes such as ACCA and CIM.

Developing your employability is a key focus of this dynamic and flexible programme. Real-life case studies, guest speakers and industry visits are designed to help you to understand the business environment and the needs of employers in local, national and international contexts. We'll support you in developing sought-after skills such as communication, data analysis, time management, teamwork, and problem-solving.

We also aim to help you develop lifelong learning skills empowering you to take ownership of your professional development for the future and maximising your potential for success.

## ■ Course Content

Strategic Management

Academic Language and Skills 5

Dissertation (Major Project)

# Progression Pathways



University of Bolton

## BSc (Hons) Business Management (Top-up)

120 credits • Duration : 12 months



+



Completed  
**ATHE Level 4 & 5 Diploma in Business and Management**

120 credits each level



### Case 1 :

If you owned recognized professional qualification(s) plus at least 3 years of full-time work experience at senior level.

### Case 2 :

Completed an Associate Degree or a Higher Diploma recognised by awarding institutions approved by University of Bolton.



The shortest time to complete the course:

# 12 months

(Completion time depends on student progress)

120 credits required to complete the course

## ■ Programme Features

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 and Part-time

### Duration of Program

This program can be completed in 1 year.

### Assessment

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

## Entry Requirements

Existing educational qualifications and work experience will be directly taken into programme and allowing for module exemptions, please email or whatsapp us for detail

### English Language 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.

### Medium of Instruction

All modules will be taught in English.

# Programme Structure

This BSc course is divided into two parts, Postgraduate Diploma PLUS BSc Top Up.

Postgraduate Diploma (120 Credits)

## ATHE Level 4 Diploma in Business and Management

<b>Start Date:</b>	Anytime
<b>Duration:</b>	Anytime
<b>Mode of Study:</b>	Distance Learning
<b>Structure:</b>	2 Mandatory plus 2 electives only with no exam

### Mandatory Units

1. The Business Environment
2. People in Organisations

### Optional Units

Select at least two of the following:

1. Communication Skills for Business
2. Resource Management
3. The Marketing Mix
4. Corporate Social Responsibility
5. Managing a Work Based Team Project
6. Entrepreneurship
7. Customer Relationship Management
8. Administrative Services
9. Financial and Management Accounting Techniques for Managers
10. Managing Information and Knowledge
11. Managing Operations
12. Managing Quality
13. Digital Communications

part 01

# Programme Structure

Postgraduate Diploma (120 Credits)

## ATHE Level 5 Diploma in Business and Management

<b>Start Date:</b>	Anytime
<b>Duration:</b>	Anytime
<b>Mode of Study:</b>	Distance Learning
<b>Structure:</b>	9 Mandatory plus 2 electives only with no exam

### Mandatory Units

1. Operations Management
2. Information for Strategic Decision Making
3. Advanced Finance for Business Managers
4. The Context of Corporate Governance
5. Organisational Analysis and Change
6. Human Resource Management
7. Knowledge Management Strategy
8. Leadership, Motivation and Group Dynamics
9. Business Research

### Optional Units

Select at least two of the following:

1. Organisational Facilities Management
2. Islamic Finance
3. Financial Systems and Auditing
4. Small Business Enterprise
5. European Business
6. Business Ethics

part 02



# Programme Structure

BSc Top Up (120 Credits)

**University of Bolton**

**BSc (Hons) Business Management Top-Up**

part 03

- Start Date:** September / January / June
- Duration:** 12 months, course exemption will be provided base on experience
- Mode of Study:** Distance Learning
- Structure:**
- 1 Mandatory plus 3 electives
  - Either the Dissertation or, if in suitable employment, the Business Project
  - 1 support module to provide academic and language support
  - With no exam

## Mandatory Units

1. Strategic Management

## Optional Units

1. International HRM
2. Learning and Development
3. Work and the Employment Relationship
4. E Commerce and Contemporary Marketing Practice
5. Global Consumer Behaviour
6. Integrated Digital Marketing Strategy
7. Retail Management
8. Strategic Information Management
9. Supply Chain Management
10. Logistics and Operations Management
11. Corporate Governance
12. Financial Reporting for Management
13. Professionals in Practice
14. Financial Accounting and the Regulatory Framework
15. Advanced Data Analytics
16. Information Security and Risk Management
17. Company Law
18. Academic Language and Skills 5

## Academic Language and Skills 5

This aim of this module is to provide you with the academic language and skills you need to achieve your best possible outcomes on your degree programme. The work you do in class will help you with the assignments you are preparing for your other modules, for example understanding how to write different assignments (essays, reports, case studies etc), using the appropriate format and style, how to reference and paraphrase and speaking skills for presentations, discussions and interviews. You will learn how to read academic articles related to your subject and identify the information you need for assignments.

## ■ Programme Structure

part 03

### **Strategic Management**

This module evaluates the concepts, theories and frameworks of strategic management to encourage you to think on a strategic level about how organisations and businesses can grow and compete. The module will also seek to develop an awareness of how the external and internal organisational environment influences strategic choice and an organisation's ability to achieve sustainable competitive advantage. You will critically appraise the overall challenges, issues and solutions, which are associated with the running of modern organisations, and synthesise some of the broader strategic issues involved in general management activities. You will also critically evaluate the role that sustainability can play within the formulation of an organisational strategy. The module aims to cultivate your ability to review and criticise the existing body of knowledge in strategic management, and relate theory to practice; to develop your ability to identify, critique and apply relevant frameworks to business scenarios and case studies. This module will incorporate the following GAME Attributes: Problem Solver and Global Citizen.

### **Dissertation**

This dissertation module is designed to give you the opportunity to pursue a piece of individual research under the supervision of a tutor. The research focus must be relevant to business management, and if you have opted to follow a specific pathway, relevant to that pathway. The work should be academically rigorous, unique and address a specific question or issue. You will need to evaluate theories, principles, concepts and models relating to contemporary business and management practices. The work will also require you to undertake primary research and demonstrate familiarity with a range of research methodologies. Throughout the process you are required to critically appraise your skills development. This module will incorporate the following GAME Attributes: Resilient, Adaptable, Collaborative and Lifelong Learning.



## ■ ATHE Level 4 Diploma in Business and Management Module Outline

### BUS 4.1 The Business Environment

This unit will develop learners' understanding of the national and global business environment and the internal and external circumstances in which different organisations operate.

#### Learning Outcomes

- Understand types of organisations and their purposes
- Understand the structure of organisations
- Understand the impact of the market environment on organisations
- Understand the nature of the national environment in which organisations operate

### BUS 4.2 People in Organisations

This unit aims to develop knowledge and understanding of those aspects of organisations that concern and support people. This includes communication practices, teamwork, remote working and other organisational structures. Using this knowledge and understanding, learners will be able to review the impact of workplace practices on people.

#### Learning Outcomes

- Understand communication practices within organisations
- Understand effective teamwork
- Understand the issues associated with remote working
- Understand how organisations monitor and support people in the workplace

## BUS 4.3 Communication Skills for Business

This unit aims to develop knowledge and understanding of the communication practices within organisations and learners are introduced to the different modes and channels of communication used in organisations. In addition, the unit aims to develop learners' oral and written communication skills, enabling them to apply these skills to typical organisational requirements.

### Learning Outcomes

- Understand how internal communication takes place within organisations
- Understand how organisations communicate with customers
- Understand the factors that impact on the effectiveness of communications in business
- Be able to present effectively complex information using oral communication
- Be able to effectively communicate in writing complex information

## BUS 4.4 Resource Management

The aim of this unit is to provide an overview of the human and physical resources needed in a range of organisations, including those in the primary, service and manufacturing sectors. The unit develops an understanding of the impact of efficiency on organisations. Learners will use this knowledge and understanding to review the effective use of resources within an organisation.

### Learning Outcomes

- Understand the key features of resource management
- Understand the importance of the effective use of physical resources
- Understand how to use human resources effectively
- Understand how to review the effective use of resources

## BUS 4.5 The Marketing Mix

To develop a comprehensive understanding of the marketing mix and the roles of the seven aspects of the marketing mix to businesses.

### Learning Outcomes

- Understand the role of the product or service in the marketing mix
- Understand the role of price in the marketing mix
- Understand the role of place in the marketing mix
- Understand the role of promotion in the marketing mix
- Understand the role of process in the marketing mix
- Understand the role of people in the marketing mix
- Understand the role of physical evidence in the marketing mix

## BUS 4.6 Corporate Social Responsibility

To develop an understanding of Corporate Social Responsibility (CSR) issues and impacts of CSR policy. Learners will be able to use their knowledge and understanding to make recommendations for responsible business practice.

### Learning Outcomes

- Understand current corporate social responsibility issues facing business
- Understand the impact of corporate social responsibility policy on different stakeholders
- Be able to make recommendations for responsible business practice.

## BUS 4.7 Managing a Work-Based Team Project

This unit aims to develop project management skills for a work-based team project by implementing the different stages of project development, implementation and review.

### Learning Outcomes

- Be able to develop a proposal for a work-based team project
- Be able to plan the work-based team project
- Be able to implement the plan for a work-based team project
- Be able to evaluate the process and outcomes of the project

## BUS 4.8 Entrepreneurship

To provide the learner with an understanding of entrepreneurship in business, the skills and qualities needed by a successful entrepreneur and the roles an entrepreneur plays in starting and developing businesses. The learner will develop skills in evaluating possible new business ventures and will be able to prepare for a new business venture.

### Learning Outcomes

- Understand entrepreneurship in business
- Understand the skills and qualities of a successful entrepreneur
- Be able to evaluate the viability of a new entrepreneurial idea
- Be able to prepare for a new business venture

## **BUS 4.9 Customer Relationship Management**

Learners will be able to develop knowledge and understanding of the scope and importance of Customer Relationship Management (CRM) and to explore how effective CRM is achieved.

### **Learning Outcomes**

- Understand the importance of customer relationship management to business
- Understand how good customer relationship management is achieved
- Understand the use of loyalty schemes in customer relationship management
- Be able to plan improvements to customer relationship management in a chosen organisation

## **BUS 4.10 Administrative Services**

Learners will be able to develop knowledge and understanding of the range of administrative services that might be offered to managers or departments within organisations. Learners will also be able to develop skills needed for effective administration in organisations.

### **Learning Outcomes**

- Understand the range and diversity of administrative services and their context
- Understand how to create and use organisational systems
- Be able to support meetings and events
- Understand the importance of effective communications in providing administrative services in the workplace

## **BUS 4.11 Financial and Management Accounting Techniques for Managers**

To develop a knowledge and understanding of fundamental financial and management accounting techniques that are used by managers in organisations and to develop skills enabling learners to apply these techniques.

### **Learning Outcomes**

- Understand financial and management accounting systems
- Be able to assess business organisation performance
- Be able to apply management accounting techniques

## **BUS 4.12 Managing Information and Knowledge**

To provide the learner with an understanding of the importance of information and knowledge to organisations and the key concepts of managing information and knowledge in a business setting.

### **Learning Outcomes**

- Understand the meaning and sources of information and knowledge for the workplace.
- Understand how information and knowledge are shared and used in the workplace and why they are important
- Understand the importance of using current, valid and reliable information and knowledge in the workplace.
- Understand policies, procedures, legislation and best practice for managing information.

## **BUS 4.13 Managing Operations**

Learners will have the opportunity to gain an understanding of the role and importance of operations management in organisations. They will assess the importance of an efficient and effective production process for goods and services.

### **Learning Outcomes**

- Understand operations management
- Understand the relationship between operations and performance
- Understand techniques to make operational management decisions

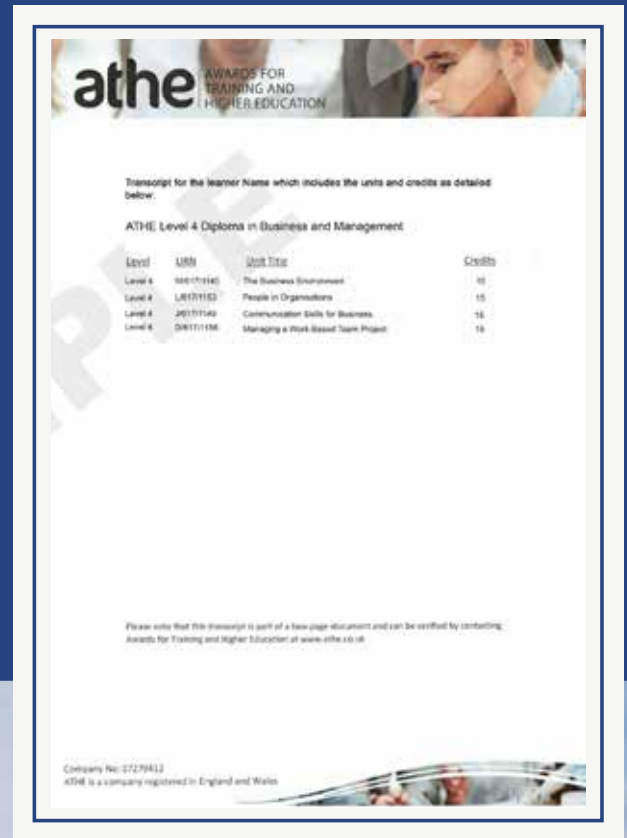
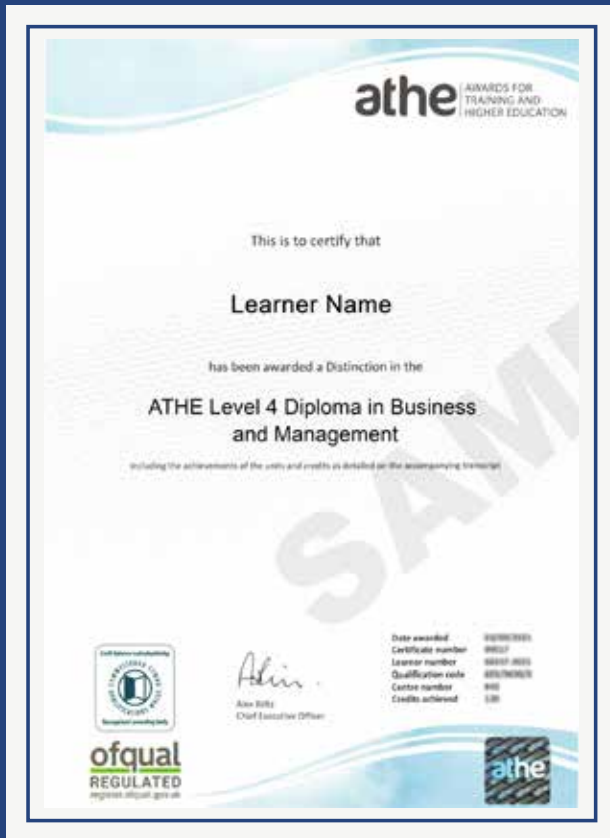
## **BUS 4.14 Managing Quality**

Learners will gain an understanding of the concepts of quality, quality control, quality assurance and quality management. They will review this in the context of an organisation considering how to apply principles of quality management.

### **Learning Outcomes**

- Understand approaches to quality management in organisations
- Investigate the importance of quality control and quality assurance systems to organisations
- Understand the impact of organisational performance and culture on quality management

# Samples of Certificate & Transcript





## About

# UE | UK Education

“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.



## Our Missions

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

## Accredited Partner Centre

