

Programme Specification

BA Spanish and Management Studies

For students entering Part 1 in September 2016

UCAS Code: RN42

UFSPXMG

This document sets out key information about your Programme and forms part of your Terms and Conditions with the University of Reading.

Awarding Institution	University of Reading
Teaching Institution	University of Reading
Length of Programme	4 years

Programme information and content

In **Spanish**: the Programme aims to provide you with the ability to understand native-spoken Spanish within an educated Spanish environment and to communicate orally with fluency and accuracy, to read with understanding, critical judgement and evaluation a range of specialist and non-specialist cultural, factual and other texts and to write accurately in Spanish with an appropriate understanding of register and style. The programme emphasises student-centred learning, intensifying the learning experience through small group teaching and a range of opportunities to engage in projects and workshops. The culture studies modules are informed by staff research specialisms and designed to develop your intellectual skills and to critically apply literary and historical concepts, analyse and interpret a range of cultural texts, develop and demonstrate independence of thought and sensitivity to cultural difference.

Studying a Modern Language opens a variety of career paths. These include careers in business and marketing, publishing, international organisations, teaching and translation. The degree will equip you with a range of transferable skills, including structuring ideas and communicating them effectively, participating effectively in groups and team work, working independently, retrieving, structuring and presenting information, time management, responsibility as well as adaptability and self-reliance.

In **Management Studies**: this internationally focused programme examines the key themes and emerging challenges facing business in a global context. You will examine the internal and external factors that impact on business performance and drive strategic decision making in any organisation. Progressive business focused modules span areas including marketing, finance, organisational behaviour and human resource management. The final year of the programme is designed to build on the professional and practical knowledge and skills you will have acquired and a range of optional modules allows you to tailor your degree towards your own interests and aims.

Part 1:	In Spanish : develops your practical language skills in your core language module in all four areas (speaking, writing, reading, listening). You will also have the opportunity to understand and apply key terms in the structural analysis of language. The culture studies modules provide you with a sound understanding of key issues and developments in Spanish, European and Latin American history and culture.
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	In Management Studies: introduces you to core modules designed to provide you with a broad and solid foundation in your chosen subject.
Part 2:	In Spanish: further develops your practical language skills in your core language module in all four areas (speaking, writing, reading, listening), building on the work done in Part 1. The cultural studies module provide you with an opportunity to encounter and critically engage with a range of material in the target language, such as films, literature, essays and historical documents, enhancing your ability to apply a range of analytical concepts as well as approaches to the critical analysis of this material. In Management Studies: provides you with core and optional modules in management.
Placement/Study abroad year:	The Placement or Study Abroad will give you the opportunity to apply and enhance your practical language skills in either a work or study environment, or a combination of both. You will further develop your adaptability and self-reliance as well as your sensitivity to cultural difference.
Part 3:	In Spanish: gives you the opportunity to build up on your existing language skills, refining your use of more complicated structures as well as variation in register and style. The cultural studies modules will give you an opportunity to engage deeply and critically with topics based on staff research specialisms and to apply concepts and approaches for critical analysis to an increased amount of material in the target language. In Management Studies: gives you the opportunity to study a high proportion of optional modules, allowing you to tailor your degree towards your individual needs, strengths and interests.

Module information

Each part comprises 120 credits, allocated across a range of compulsory and optional modules as shown below. Compulsory modules are listed.

Part 1 Modules:

Module	Name	Credits	Level
AC105A	Introductory International Financial Accounting A	10	4
AC106	Introduction to Management Accounting	10	4
MM1F11	People and Organisations	20	4
MM1F12	Markets, Marketing and Strategy	20	4
MM1F13	Business Statistics	20	4

In Spanish

Students must take one 20 credit module in Beginners or one 20 credit module Advanced Spanish language.

Students must take at least one 20 credit content module in Spanish.

Part 2 Modules:

Module	Name	Credits	Level
MM256	Management Skills	20	5
MM276	Business Strategy	20	5

In Spanish

Students must take one 20 credit language module which will be dependent on the level studied at Part 1.

Students must take 40 credits of optional modules available in the Department of Modern Languages and European Studies and from the School of Literature and Languages, of which at least 20 credits will be made up of optional modules in Spanish.

In Management

Students must select 20 credits from a list of optional modules available in Henley Business School.

Modules during a placement year or study year (if applicable):

Module	Name	Credits	Level
ML2YL5	Year Abroad Language	40	5
ML2YSWA	University study/Work placement/Assistantship abroad	80	5

If you take a year-long placement or study abroad, Part 3 as described below may be subject to variation.

Part 3 Modules:

Module	Name	Credits	Level
SP3L6	Advanced Spanish Language III	20	6
SP3LMB	Spanish Language for Management & Business	20	6

In Spanish

Students must take 20 credits of optional modules available in the Department of Modern Languages and European Studies.

In Management

Students must select 60 credits from a list of optional modules available in Henley Business School.

Optional modules:

The optional modules available can vary from year to year. An indicative list of the range of optional modules for your Programme is set out in the Further Programme Information. Details of optional modules for each part, including any Additional Costs associated with the optional modules, will be made available to you prior to the beginning of the Part in

which they are to be taken and you will be given an opportunity to express interest in the optional modules that you would like to take. Entry to optional modules will be at the discretion of the University and subject to availability and may be subject to pre-requisites, such as completion of another module. Although the University tries to ensure you are able to take the optional modules in which you have expressed interest this cannot be guaranteed.

Additional costs of the programme

During your programme of study you will incur some additional costs.

In **Spanish**: for textbooks and similar learning resources, we recommend that you budget between £50 to £75 a year. The core textbook(s), which most students normally purchase, cost(s) £25 new, and there may be other books/resources which you would find it convenient to buy.

In **Management Studies**:for textbooks and similar learning resources, we recommend that you budget approximately £300 a year.

Some books may be available second-hand, which will reduce costs. A range of resources to support your curriculum, including textbooks and electronic resources, are available through the library. Reading lists and module specific costs are listed on the individual module descriptions.

Printing and photocopying facilities are available on campus at a cost of £0.05 per page.

For students studying on a year abroad, a discounted fee of 15% of the normal Tuition Fee is payable to the University for the year abroad, as detailed in the Fees Policy. No Tuition Fee is paid to the host institution abroad for which there is a valid exchange agreement in place.

Year Abroad: You may incur additional costs, in addition to those which you would normally expect to pay at the University, during your year abroad, in accordance with clause 6.4 of the Terms and Conditions for Undergraduate Students. These additional costs will depend on your host institution and destination, but may include the purchase of a visa, and mandatory medical insurance. Students will be briefed on these issues prior to them submitting the form detailing the institutions to which they would like to be allocated, and general information on additional costs is discussed in the Year Abroad preparatory meetings. *Further indicative details on costs and funding are available on the UoR Erasmus & Study Abroad webpages and the webpages of the host institution.*

Costs are indicative and may vary according to optional modules chosen and are subject to inflation and other price fluctuations.

The estimates were calculated in 2016.

Placement opportunities

You may be provided with the opportunity to undertake a credit-bearing placement as part of your Programme. This will form all or part of an optional module. You will be required to find and secure a placement opportunity, with the support of the University.

Teaching and learning delivery:

You will be taught: through seminars, language classes and lectures. Some modules involve a combination of lectures and seminars.

Students either study at a university with which the University of Reading has an agreement under the Lifelong Learning Programme (LLP) and Erasmus University Charter or go on a placement which may be either a teaching placement or a work placement. Full details of potential destinations can be found on both the departmental and the Erasmus & Study Abroad websites.

Total study hours for each Part of your programme will be 1200 hours. The contact hours for your programme will depend upon your module combination; an average for a typical set of modules on this programme is Part 1 - 240 hours, Part 2 - 240 hours, Part 3 - 240 hours. In addition to your scheduled contact hours, you will be expected to undertake guided independent study. Information about module contact hours and the amount of independent study which a student is normally expected to undertake for a module is indicated in the relevant module description.

Assessment

The programme will be assessed through a combination of written examinations, coursework, oral examinations, practical examinations.

Progression

The University-wide rules relating to 'threshold performance' as follows

Part 1

- (i) Obtain an overall average of 40% over 120 credits taken in Part 1; and
- (ii) Obtain a mark of at least 30% in individual modules amounting to at least 100 credits taken in Part 1.

In order to progress from Part 1 to Part 2, a student must achieve a threshold performance; and

- (iii) Obtain a mark of at least 40% in all specified language and content modules taken at Part 1; and
- (iv) Obtain a mark of at least 40% in all compulsory Management modules taken at Part 1.

The achievement of a threshold performance at Part 1 qualifies a student for a Certificate of Higher Education if they leave the University before completing the subsequent Part.

Part 2

To gain a threshold performance at Part 2, a student shall normally be required to:

- (i) obtain a weighted average of 40% over 120 credits taken at Part 2; and
- (ii) obtain marks of at least 40% in individual modules amounting to at least 80 credits; and
- (iii) obtain marks of at least 30% in individual modules amounting to at least 120 credits, except that a mark below 30% may be condoned in no more than 20 credits of modules owned by the Department of Mathematics and Statistics.

In order to progress from Part 2 to Part 3, a student must achieve a threshold performance; and obtain the following in the Year Abroad:

- (i) obtain a weighted average of 40% over the 120 Year Abroad credits; and
- (ii) obtain a mark of at least 40% in Year Abroad modules amounting to at least 80 credits; and
- (iii) obtain marks of at least 30% in Year Abroad modules amounting to at least 120 credits.

The achievement of a threshold performance at Part 2 qualifies a student for a Diploma of Higher Education if they leave the University before completing the subsequent Part.

Classification

Bachelors' degrees

The University's honours classification scheme is based on the following:

Mark	Interpretation
70% - 100%	First class
60% - 69%	Upper Second class
50% - 59%	Lower Second class
40% - 49%	Third class
35% - 39%	Below Honours Standard
0% - 34%	Fail

The weighting of the Parts/Years in the calculation of the degree classification is:

Four year programmes with a year abroad (MFL)

Part 2: one-sixth

Year abroad: one-sixth

Part 3: two-thirds

For further information about your Programme please refer to the Programme Handbook and the relevant module descriptions, which are available at <http://www.reading.ac.uk/module/>. The Programme Handbook and the relevant module descriptions do not form part of your Terms and Conditions with the University of Reading.

BA Spanish and Management Studies for students entering Part 1 in session 2016/17
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