

# OPEN UNIVERSITY OF MAURITIUS

## BSc (Hons) Management Top Up

Academic year: 2022 onwards

This programme document details the aims, learning strategies, structure and intended learning outcomes that students should achieve if they fully engage with the learning provided within the programme. The document is intended to support and inform prospective students, current students, academic and support staff, external stakeholders and external examiners.

1. PROGRAMME INFORMATION	
<b>Title of Final Award</b>	<b>Bachelor of Science with Honours in Management Top Up BSc (Hons) Management Top Up</b>
<b>Code</b>	OUBs039
<b>Awarding Body</b>	Open University of Mauritius
<b>Disciplinary Division</b>	Business and Management
<b>Programme Manager</b>	Mrs Vandana Goria
<b>Programme Duration</b>	<b>Degree Award</b> Minimum: 1 1/2 years Maximum: 3 years
<b>Total Credits</b>	90 credits
<b>Credits Per Year</b>	<i>Normally 60 credits per academic year Minimum number of credits per semester is 20. Maximum number of credits per semester is 40.</i>
<b>MQA NQF Level</b>	Level 8
<b>EHEA EQF Level</b>	Level 6
<b>External Accreditors</b>	Not applicable
<b>Collaborative Partners</b>	Not applicable
<b>Programme Approval Date</b>	Tbc
<b>Last Revision</b>	Programme developed and approved five years back.
<b>Last Update</b>	Not applicable

## 2. ENTRY REQUIREMENTS

General:	Candidates must hold a Diploma (NQF Level 6) in Management or any related field. Learners must submit all relevant documents.
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## 3. PROGRAMME OVERVIEW

Aims and Objective of the Programme:	<p>Management is a rapidly changing field impacted by constant innovation, whereby employees, employers or those aspiring to join an organisation need to keep abreast of the core management concepts and the digital emerging issues in business. Therefore, the BSc (Hons) Management Top up programme enhances learners' professional development and self-growth through up-to-date knowledge acquisition and competences, which can be applied to the work environment. Studying Business Management not only helps you understand how a business works overall, but develops your skills of flexibility, problem-solving ability, commercial awareness and communication, all highly valued by employers.</p> <p>This programme is especially designed to empower learners with the necessary skills, knowledge and attitude to operate effectively and efficiently at higher levels. The programme provides an opportunity for holders of a Diploma in Management for a deepened critical and theoretical study in Management. Learners will be equipped with a broad preparation in management that draws on a wide range of social science disciplines.</p> <p>The programme is offered through open distance learning mode which is appealing to adult learners as well as employees as learners who are able to commit to their varied tasks while upgrading their qualification and enhancing their career and promotion prospects.</p>
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	<p>Learners taking this degree will acquire knowledge and skills that will:</p> <ul style="list-style-type: none"> <li>● Enable their transition to postgraduate studies</li> <li>● Equip them to enjoy careers in a wide variety of professions including: Senior Manager, Business Manager, Project Manager/Coordinator, Marketing Assistant, Marketing Executive, Business Development Manager, Administrative Officers, Business Data Analyst, Business Consultant, Sales Consultant and other related jobs.</li> </ul>
<p><b>Intended Learning Outcomes:</b> After completion of the programme, students will be able to:</p>	
<p>Knowledge and Understanding</p>	<p>K1: Identify the key theoretical and practical concepts of business management  K2: Demonstrate an understanding of the business environment of organisations  K3: Gauge the ability to develop strategies to ensure the business functions effectively and efficiently  K4: Apply the core principles of business strategies to cope with the increasing challenges of global business  K5: Analyse how an organisation operates on an international level  K6: Acquire the necessary knowledge and skills of administering projects and goals of sustainable business environment  K7: Demonstrate an understanding of the key principles of commercial, quality standards and ethical business practice at work  K8: Gain an advanced problem-solving ability and leadership skill to apply business strategies  K9: Plan, implement, control and deliver a project successfully  K10: Transform the human resources within an organisation  K11: Relate legal principles to business realities within the organisation in the age of digitalisation.</p>
<p>Cognitive Skills</p>	<p>C1: Analyse the current business context by applying appropriate theoretical frameworks and making use of relevant industry examples  C2: Interpret and analyse business risks to conduct enquiries related to specific business issues of interest  C3: Apply relevant theories of management to specific problems to devise appropriate strategies  C4: Determine appropriate methods and business evaluation  C5: Formulate, implement and evaluate strategies  C6: Monitor and evaluate the quality standards in managing a business.</p>

<p>Practical/ Professional Skills</p>	<p>P1: Apply the different principles of business management in solving a range of complex business problems and taking business decisions  P2: Develop new techniques and processes in managing and improving self-performance at the workplace  P3: Develop effective leadership and teamwork skills in enhancing collective organisational performance  P4: Recognise and resolve business issues from an ethical perspective  P5: Acquire and implement risk management skills in business  P6 Apply the key principles and approaches of corporate and good governance in business.</p>
<p>Transferable Skills</p>	<p>T1: Translate both quantitative and qualitative information using a range of business strategies into sound research reports  T2: Communicate ideas and arguments both in written formats and orally through formal presentations  T3: Demonstrate effective learning and research skills, including planning and self-management  T4: Develop independent thinking and leadership abilities  T5: Set and monitor goals and learning from feedback received  T6: Formulate and present business reports as an advocacy activity.</p>

**4. PROFESSIONAL, STATUTORY AND REGULATORY BODIES (where applicable)**

Not applicable

**5. LEARNING AND TEACHING STRATEGY**

The programme is run on a blended-learning mode combining face-to-face learning interactions with e-learning. Using practical and hands-on approaches to learning, participants will be given the opportunity to develop knowledge in business strategies and be equipped to develop analytical and critical thinking skills on how to lead a business smoothly and have the ability to cope with the challenges and complexity of business chores.

**Learning and Teaching Methods:**

Learners will be provided with opportunities to engage in a diverse range of learning environments so as to maximise their learning. For this programme, students will interact with their tutor and their fellow students mostly through the e-platform.

The e-platform will use the following tools:

- Online activities: for every unit covered in each module, learners will be given opportunities to complete interactive learning activities including discussion forums, MCQ questions, quizzes, field trips, webinars and problem-solving activities. Learners will be encouraged to work independently but also to engage in collaborative work.
- Independent study: Independent study forms an essential part in the development of your knowledge and understanding. We will guide you, via the e-platform, on the reading and reflection of primary and secondary texts. Learners should use this independent study time to link knowledge with e-class and face-to-face activities and develop their own understanding and critical perspective on the topics they are studying.

**Strong experimental/practical elements that learners need to grasp:**

We also offer optional face-to-face sessions.

The face-to-face sessions are an opportunity to untangle complex concepts and provide students with an opportunity to apply the knowledge acquired in the preceding weeks. During the face-to-face session, learners can be expected to:

- Engage in managerial problem-solving activities
- Engage with reading material to engage in class discussions
- Review core/complex concepts through applied work.

**Research Supervision:**

In the final part, students will undertake a dissertation, supervised by one of our tutors with expertise in the area of the dissertation topic. Students will have the opportunity to meet with the supervisor to explore the topic, receive guidance on the research and receive feedback on the work as it progresses.

**Overall Workload:**

Your overall workload as a student consists of independent learning, e-learning activities and, if you choose to, face-to-face sessions. The following gives you an indication of how much time you will need to spend on the different components of your programme at each level. Each ECTS credit taken equates to 25 hours of study time.

The expected study time for this programme will be as follows:

**Level 1: 750 hours for 30 ETCS credits**

**Level 2: 1,050 hours for 42 ECTS credits.**

**Level 3: 450 hours for 18 ECTS credits.**

Typically, for each year of your degree you will spend 0-10% of your time in face-to-face sessions, 30-40% of your time engaging with e-learning activities and 60% of your time in independent study time.

A typical study week for a student will involve some optional face-to-face sessions, required engagement in online discussion forum, the completion of online activities and independent study time to review attached readings, textbooks and relevant sections of the module document. Students should expect to devote 8 to 12 hours of study time per week per module.

These are indicative and may vary from student to student.

## 6. ASSESSMENT STRATEGY

### Assessment Methods

A range of formative and summative assessment exercises are designed to enable you to demonstrate and apply your knowledge and understanding.

Most modules will consist of a Tutor Marked Assessment component and an examination. TMAs include:

- Tests
- Essays
- Written projects
- Practical projects
- Exercises and problem sets
- Webinars

- Team projects

In addition to TMAs, this programme includes final examination for all modules except the Final year dissertation module.

Assessment mapping: See Appendix

### **Academic Feedback**

Throughout the course of your studies, tutors will provide informal feedback on your online activities and class contributions. Feedback may be individual or provided to the class as a whole.

Each summative assessment will be accompanied by detailed marking criteria and marking scheme detailing the expectation of the assessment at each grade classification level. Feedback on assessment will be provided along the marking criteria. Marking criteria will be made available to the learner at the same time as the assessment details.

Learners will receive written individual feedback on all TMA components.

The University Policy on Assessment Feedback and Guidance on Provisional Marks can be found in General Rules and Regulations.

### **Late Submission, Extension and Re-sit Policy**

The University Policy on Late Submission, Extension and Re-sits can be found in the General Rules and Regulations.

### **Special Circumstances**

The University Policy on Special circumstances can be found in the General Rules and Regulations.

### **Continuous assessment and Exam Regulations**

The University Regulations on Continuous Assessment and Examination can be found in the General Rules and Regulations.

## **7. ACADEMIC MISCONDUCT**

As a safeguard to the quality and standard of Open University's qualifications and awards, the University takes any incidence of academic misconduct seriously and will investigate any reported case.

Academic Misconduct refers to any activity where a student, through unpermitted means, seeks to gain an advantage in the completion of an assessment. Any unpermitted action will be considered as

academic misconduct when occurring during a formal examination, a TMA, or any other form of assessment considered by the Board of Examiners and undertaken in pursuit of a University qualification or award.

**Plagiarism** (using, intentionally or unintentionally another person’s work and presenting it as one’s own) will be systematically checked through an automated plagiarism detection software: Turnitin.

**For a list of all academic misconduct see [section 23.3](#) of the University Regulations.**

**Any suspected cases of academic misconduct will be reported and investigated. Academic misconduct offences may lead to suspension or expulsion from the University.**

The University Regulations on Academic Misconduct can be found in the General Rules and Regulations.

## 8. PROGRAMME STRUCTURE

C= Core i.e. modules which must be taken to be eligible for the award

Level 1 - Year 2 Semester 2

Level 2 - Year 3 Semester 1

Level 3 - Year 3 Semester 2

### Level 1 – Level 6 (NQ-MQA) – Short Cycle Intermediate (QF-EHEA)

Taken in the first year

Code	Module Title	Type	Semester /Level	Credits
			<i>Level 1 (NQ-MQA Level 6)</i>	
OUBs039111	HRM	C	S1	6
OUBs039112	Marketing Strategy	C	S1	6
OUBs039113	Business Research Methods	C	S1	6
OUBs039114	Operation and Logistics Management II	C	S1	6
OUBs039115	Investment and Risk Management	C	S1	6
			<b>Credit Total</b>	<b>30</b>



**Level 2 and 3 – Levels 7/8 (NQ-MQA) – 1<sup>st</sup> Cycle Honours (QF-EHEA)**

Code	Module Title	Type	Semester/ Level	Credits
			<b>Level 2</b>	
OUs039211	<b>Dissertation</b>	C	<b>S2 &amp; S3</b>	-
OUs039212	Financial and Regulations Law	C	<b>S2</b>	<b>7.5</b>
OUs039213	Advanced Quality Management	C	<b>S2</b>	<b>6</b>
OUs039214	International Business Management	C	<b>S2</b>	<b>6</b>
OUs039215	Environmental and Sustainability Management	C	<b>S2</b>	<b>7.5</b>
			<b>Level 3</b>	
OUs039311	Project Management	C	<b>S3</b>	<b>6</b>
OUs039312	Business Strategy and Change	C	<b>S3</b>	<b>6</b>
OUs039313	Corporate Governance and Ethics	C	<b>S3</b>	<b>6</b>
OUs039211	<b>Dissertation</b>	C	<b>S2 &amp; S3</b>	<b>15</b>
			<b>Credit Total</b>	<b>60</b>
			<b>Total programme</b>	<b>90</b>

**9. GRADING**

**Grading System:**

Assessments are graded in percentage and correspond to a letter grade and a grade point.

To pass a module, students need an overall of 40% weighted average of their combined continuous assessment (TMA) and examination.

Marks (x) %	Description	Letter Grade	Grade Point
X ≥ 70	Excellent	A	5
60 ≤ X < 70	Very Good	B	4
50 ≤ X < 60	Good	C	3
40 ≤ X < 50	Satisfactory	D	2
X < 40	Ungraded	U	0
Non-graded/pending	See section 17.1.1 in Assessment Rules and Regulations for pending grades letter codes		

University general marking criteria for undergraduate exams and undergraduate dissertations can be found in the Undergraduate Handbook.

### Cumulative Point Average (CPA):

CPA will determine the classification of your degree. Your CPA is the weighted average of your overall mark in each module; the weight being the number of credits attached to each module and your average module mark being the weighted average of the continuous assessment and final exam.

Example:

Module	Score % (weighted average continuous assessment and exam)	Credit Unit	Module score = Credit x score
BAXX1	64	4	64*4=256
BAXX2	71	3	71*3=213
BAXX3	44	4	44*4=176
BAXX4	59	3	59*3=177
BAXX5	82	4	82*4=328
BAXX6	62	8	62*8=496
<b>Total</b>		<b>26</b>	<b>1646</b>
<b>CPA = 1646/26=63.31</b>			

## 10. PROGRESSION, EXIT POINTS AND AWARD

Progression	<p>If a student fails to achieve 60 credits at the end of a year level, the Board of Examiners will make a decision with regard to the student's progression. At its discretion, the Board of Examiners may:</p> <ul style="list-style-type: none"> <li>- Allow a student to carry forward up to 15 credits in the following year level in order to retake these units in attendance</li> <li>- Require the student to repeat the year</li> <li>- No exit point since this is a Top Up programme.</li> </ul>
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Classification of Awards

For the award of the Honours degree, all modules of the programme must be completed.

The Certificate of Higher Education and the Diploma of Higher Education are awarded as possible exit points in the programme as indicated in the table below:

Award	Title	Level NQ-MQA	Total Required Credits	Classification Based on Cumulative Point Average (CPA)
BSc (Hons)	Management	8	90	<b>1<sup>st</sup> Class Honours</b> (First): CPA $\geq 70$ <b>2<sup>nd</sup> Class 1<sup>st</sup> Division Honours</b> (2:1): 60 $\leq$ CPA < 70 <b>2<sup>nd</sup> Class 2<sup>nd</sup> Division Honours</b> (2:2): 50 $\leq$ CPA < 60 <b>3<sup>rd</sup> Class Honours</b> (pass): 45 $\leq$ CPA < 50
BSc (ordinary degree)	Management	7	90	3 <sup>rd</sup> Class Pass: 40 $\leq$ CPA < 45

**11. STUDENT SUPPORT**

- Programme Manager
- Help Desk
- Counselling

- Admin support, IT support
- Personal Tutor system or equivalent
- Pastoral care programme

## 12. Have Your Say

Open University values student feedback and students will be given opportunities to have their say on their learning experience in the following ways:

- Student programme and module evaluation surveys
- Acting as student representative and participating in a range of committees such as the staff-student consultative committee
- Participating in programme validation processes.

The University will respond to student feedback through the following channels:

- Response and action taken following the module evaluation survey will be posted on the e-platform.
- Action from minutes will be monitored by the chair of the relevant committees.
- Annual programme monitoring process will take into account student feedback.
- Programme review process (every five years).

**Curriculum Map of Programme Modules against Intended Learning Outcomes**

Module Unit and Code				Knowledge and Understanding						Cognitive Skills					Practical Skills					Transferable Skills and Personal Attributes		
Module Title	Code	Type	Mode	K1	K2	K3	K4	K5	K6	C1	C2	C3	C4	C5	P1	P2	P3	P4	P5	T1	T2	T3
<b>Level 1 NQ-MQA Level 6</b>																						
Human Resource Management HRM	OUs039111	C	BL	√		√	√			√	√	√	√		√	√	√			√	√	√
Marketing Strategy	OUs039112	C	BL							√	√	√	√			√					√	
Business Research Methods	OUs039113	C	BL	√		√	√	√		√	√	√	√		√	√	√			√	√	√
Operation and Logistics Management II	OUs039114	C	BL	√		√			√	√	√		√		√		√			√		√
Investment and Risk Management	OUs039115	C	BL	√		√																
<b>Level 2 &amp; 3 NQ-MQA Levels 7/8</b>																						
Dissertation	OUs039211																					
Financial and Regulations Law	OUs039212	C	BL			√			√	√	√		√		√		√	√	√	√		√
Advanced Quality Management	OUs030112	C	BL	√		√	√				√	√	√		√	√	√			√		√
International Business Management	OUs030213	C	BL	√		√					√		√		√		√			√		√
Environmental and Sustainability Management	OUs030214	C	BL	√		√			√	√	√	√		√	√		√	√	√	√		√
Project Management	OUs030122	C	BL	√	√	√				√	√	√		√	√		√	√		√	√	√
Business Strategy and Change	OUs039312	C	BL			√	√	√	√	√		√		√	√		√			√		√
Corporate Governance and Ethics	OUs030212	C	BL		√			√				√		√		√		√		√		√

C = Core; E = Elective; DL = Distance Learning; BL= Blended Learning; CD = Campus Delivery

Module Title	Assessment Method
Level 1 NQ-MQA Level 6	
<b>Human Resource Management (HRM)</b>	<b>TMA 40%:</b> Online activities - Discussion forum participation (20% of TMA) Essay 1,500 words (80% of TMA) <b>Final Examination 60%</b>
<b>Marketing Strategy</b>	<b>TMA 50%:</b> Online activities – Discussion forum participation (10% of TMA) Group Presentation of a case study (20% of TMA) Essay 2,500 words (20% of TMA) <b>Final Examination 50%</b>
<b>Business Research Methods</b>	<b>TMA 40%:</b> Online activities (20% of TMA) Research proposal 2,000 words (80% of TMA) <b>Final Examination 60%</b>
<b>Operation and Logistics Management II</b>	<b>TMA 40%:</b> Online activities (20% of TMA) Working questions/activities (80% of TMA) <b>Final Examination 60%</b>
<b>Investment and Risk Management</b>	<b>TMA 40%:</b> Online activities (20% of TMA) Working questions/activities (80% of TMA) <b>Final Examination 60%</b>
<b>Module Title</b>	<b>Assessment Method</b>
Level 2 NQ-MQA Levels 7/8	
<b>Dissertation</b>	15,000-word dissertation
<b>Financial and Regulations Law</b>	<b>TMA 40%:</b> 2 Online activities – Discussion forum participation (each will weigh 10% of TMA) Essay 2,500 words (80% of TMA) <b>Final Examination 60%</b>
<b>Advanced Quality Management</b>	<b>TMA 40%:</b> Online activities (20% of TMA) Essay 2,500 words (80% of TMA) <b>Final Examination 60%</b>
<b>International Business Management</b>	<b>TMA 40%:</b> Online test (20% of TMA) Essay 2,500 words (80% of TMA) <b>Final Examination 60%</b>
<b>Environmental and Sustainability Management</b>	<b>TMA 40%:</b> 2 Online activities – Discussion forum participation (each will weigh 10% of TMA) Essay 2,500 words (80% of TMA) <b>Final Examination 60%</b>

<b>Module Title</b>	<b>Assessment Method</b>
<b>Level 3 NQ-MQA</b> Levels 7/8	
<b>Dissertation</b>	15,000-word dissertation
<b>Project Management</b>	<b>TMA 40%:</b> Online activities - Discussion forum participation (20% of TMA) Applied Essay 2,500 words (80% of TMA) <b>Final Examination 60%</b>
<b>Business Strategy and Change</b>	<b>TMA 40%:</b> Online activities - Discussion forum participation (20% of TMA) Applied Essay 2,500 words (80% of TMA) <b>Final Examination 60%</b>
<b>Corporate Governance and Ethics</b>	<b>TMA 40%:</b> Online activities - Discussion forum participation (10% of TMA) Working questions/activities (90% of TMA) <b>Final Examination 60%</b>