

Variation to the Course Information Document

For Academic Year 2020/21

<p>Name of programme(s) and award type(s): <i>(such as Single Honours History with International Year)</i></p>	<ul style="list-style-type: none"> • Combined Honours Human Resource Management • Combined Honours Human Resource Management with International Year • Combined Honours Human Resource Management with Work Placement Year • Combined Honours Human Resource Management with Entrepreneurship Year
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Dear students,

As part of our commitment to continually work to improve our programmes, and in light of our plans to start next academic year with a hybrid delivery model due to the impact of Covid-19, we are confirming in this document the changes to your programme in the Academic Year 2020/21. More general information about what studying at the University will be like in 2020/21 can be found here:

<https://www.keele.ac.uk/coronavirus/operations/>

Specific planned changes

<p>How the programme will be taught <i>(include any significant changes to the balance between on campus and digital delivery and what students can expect)</i></p>	<p>There will be a structured weekly programme for all modules.</p> <p>For Semester 1 all lectures will be online, rather than face to face.</p> <p>For some modules, all tutorials will be online. These will take place in a live environment, with your tutor and other students, weekly and will require preparation. For other modules it is planned to offer a number of the tutorial sessions face to face on campus, subject to University Covid security guidelines.</p> <p>This will be reviewed for Semester 2, in line with the University's five stage operational system.</p>
<p>Changes to placements, field courses or other practical activities <i>(where applicable)</i></p>	<p>Students will still have the opportunity to engage with placement activities either remotely or face-to-face depending on the nature of the placement, and the requirements and / or constraints of the employer.</p>
<p>Learning resources and any potential additional costs <i>(such as equipment requirements)</i></p>	<p>Learning resources will be available online and module leaders will clearly communicate where these are located. Generally, these will be on the KLE (Keele Learning Environment) or signposted from it.</p> <p>Reading lists will make extensive use of e-books and other material that is available digitally. It is assumed that students will have continuous digital access availability. We have rich, digitised</p>

	<p>resources to support your study, and will carefully advise you on any additional e-texts or textbooks that you need to acquire.</p> <p>Given an increasing level of online teaching and assessments for this programme, it would be preferable if students had access to computer equipment with a webcam and microphone. It may also be preferable for students to have adequate Wi-Fi connectivity and associated internet speeds. Students who need support in accessing appropriate IT equipment may be eligible to apply for support from the University's hardship fund.</p>
<p>How the programme will be assessed <i>(a general summary of changes to assessment methods)</i></p>	<p>All written elements of assessment for the programme will be completed electronically and submitted online, via Turnitin. The marking and feedback process for such assessments will remain online as usual.</p> <p>For 2020-21, where applicable, some assessments may be altered to an alternate online format. These changes will apply to module assessments that typically require students to share a physical space with others. There will be no physical examinations in Semester 1 and these will generally be replaced by online examinations.</p> <p>This will be reviewed for Semester 2, in line with the University five stage operational system.</p>
<p>How students are supported <i>(any alternative arrangements such as communication methods, support networks etc.)</i></p>	<p>Each module will provide a detailed module handbook, reading list and weekly learning plan, which will be made available online from the beginning of the semester. Recorded lectures, PowerPoint slides and other relevant materials will be made available online before the delivery of each session. Module leaders will also ensure that reading materials or other module resources are easily accessible online. Students will have access to a wide variety of high-quality materials through the University's library service.</p> <p>Students will have the opportunity to attend virtual office hours for each staff member each week. Each module will also have a dedicated one-hour slot per week available to students. Outside of these dedicated hours, students can contact staff via email or Microsoft Teams as required.</p> <p>Each student will also be assigned a Personal Tutor, who is available to support, advice or signpost to other University services as required. Personal Tutor meetings will take place via Microsoft Teams (for at least semester one).</p>

Updated module lists for 2020/21

Year 1 / Level 4

Compulsory modules	Module Code	Credits	Semester	Added/removed/unchanged?
Management in Context	MAN-10018	15	1	unchanged
Foundations of Human Resource Management	HRM-10007	15	2	unchanged
Optional modules	Module Code	Credits	Semester	
Qualitative Methods I	ECO-10026	15	1	unchanged

Introductory Microeconomics	ECO-10028	15	1	unchanged
Business Law	LAW-10027	15	1	unchanged
Accounting Principles	MAN-10015	15	1	unchanged
Marketing Principles	MAN-10019	15	1	unchanged
Global Business Environment	MAN-10022	15	1	unchanged
Academic English for Business Students (Part 1)	ENL-90003	15	1-2	unchanged
Quantitative Methods II	ECO-10027	15	2	unchanged
Introduction to International Business	MAN-10023	15	2	unchanged
Financial Accounting	MAN-10024	15	2	unchanged
Multinational Enterprise Business Perspectives	MAN-10026	15	2	unchanged
Managing in a Changing Society	MAN-10030	15	2	unchanged

Year 2 / Level 5 (2019/20 entry cohort)

Compulsory modules	Module Code	Credits	Semester	Added/removed/unchanged?
Employee Resourcing	HRM-20017	15	1	unchanged
Employment Relations	HRM-20018	15	1	changed from 2 nd to 1 st semester delivery
Managing Human Resources	HRM-20015	15	2	unchanged
Developing Professional Knowledge and Practice in HRM	HRM-20019	15	1-2	unchanged
Optional modules	Module Code	Credits	Semester	
Organisational Behaviour	MAN-20055	15	1	unchanged
Academic English for Business Students (Part1)	ENL-90003	15	1-2	unchanged
Academic English for Business Students (2)	ENL-90004	15	1-2	unchanged
Corporate Governance and Social Responsibility	MAN-20082	15	2	added
Social Enterprise and Alternative Organising	MAN-20093	15	2	added

Year 3 / Level 6 (2018/19 entry cohort)

Compulsory modules	Module Code	Credits	Semester	Added/removed/unchanged?
Employee Development	HRM-30029	15	1	unchanged
Pay and Performance Management	HRM-31119	15	1	unchanged
Researching Contemporary Issues in HRM – ISP	HRM-31120	15	2	unchanged
Optional modules	Module Code	Credits	Semester	
Academic English for Business Students (2)	ENL-90004	15	1-2	unchanged
Advanced Business English Communication	ENL-90005	15	1	unchanged
Marketing and Globalisation	MAN-30060	15	2	added
Labour Economics	ECO-30032	15	2	added

For further information on the content of modules currently offered, including the list of elective modules, please visit: <https://www.keele.ac.uk/recordsandexams/modulecatalogue/>

The module selection website can be accessed here: <https://www.keele.ac.uk/modules/>