

MODULE DESCRIPTOR

SECTION A: MODULE DETAILS

Module Title	Consultancy in Practice						
Short Title	Consult						
Module Code	BM562	Date of First Approval			September 2018		
Responsible Department	Business, Law & Computing	Date of Version			September 2018		
FHEQ Level	Level 5: Diploma	Version No.			1		
Credit Value	15 Credits	Expected Length			15 weeks		
Status	Approved	Regime of Delivery			Campus Based		
Semester taught	S1 <input checked="" type="checkbox"/>	S2 <input checked="" type="checkbox"/>	S3 <input type="checkbox"/>	SB <input type="checkbox"/>	S1A <input checked="" type="checkbox"/>	S2A <input checked="" type="checkbox"/>	SBA <input type="checkbox"/>
	T1 <input type="checkbox"/>	T2 <input type="checkbox"/>	T3 <input type="checkbox"/>	T4 <input type="checkbox"/>	Other <input type="checkbox"/>	Other <input type="checkbox"/>	Other <input type="checkbox"/>

SECTION B: MODULE DESCRIPTION

Brief Description
<p>This module will provide some key underpinning about the role of a business consultant and realities of undertaking projects in the industry/ charity/university. The purpose of the module is to provide learning and supervised experience in undertaking real time projects for client organisations. The module actively encourages independent learning and group work, and aims to apply knowledge and theory learned in the projects.</p> <p>The module also encourages innovation, creativity and enterprise to hone business communication skills and student employability.</p> <p>These business communication skills include working effectively in a team, communicating effectively with clients and supervisors, problem solving and critical analysis.</p>
Indicative Content
<ul style="list-style-type: none"> • Introduction to the module: • Group formation • Briefing of assignments and assessment criteria and methods • Assessing the client • Understanding the client consulting process • Managing clients during a project • Understanding and applying business metrics • Managing client presence in the marketplace • Resistance and conflict in the team and with the client • Project management • The digital era • Managing performance in the consulting team • Self-management and student contribution • Business planning • Showcasing the students' work • Understanding how to make the best of the supervision process

SECTION C: MODULE OUTCOMES

On successful completion of the module, the student will be able to:	
1.	Apply an evaluative approach to a range of practical business data, sources of information for delivery of the project
2.	Perform efficiently and effectively as a collaborative member of a working group and as an added value contributor to the organisation which are assigned to the students.
3.	Deliver innovative solutions to the client's problems together with recommendations for measuring and evaluating those solutions.
4.	Demonstrate effective business communication skills

Key Skills Matrix		
	<i>Developed</i>	<i>Assessed</i>
Information Acquisition	☒	☒
Critical thinking, analysis and synthesis	☒	☒
Self-reflection	☒	☒
Communication Skills: Oral	☒	☐
Communication Skills: Written	☒	☒
Information & Communications Technology (ICT)	☒	☐
Numeracy & Quantitative Skills	☐	☐
Problem Solving & Decision Making	☒	☒
Independent & Self-managed Learning	☒	☐
Working with Others	☒	☒

SECTION D: MODULE STRATEGY

Employability / Career Development Statement
<p>This module will help to enhance and develop students' abilities to cope with changes to their roles, both as employees and as managers of the future. It also develops critical and independent thinking and personal confidence which are valued by employers.</p> <p>This module actively enhances the student learning strategies that help develop enterprising and entrepreneurial capabilities that can be applied to theirs or other's businesses. The module will also help to develop an awareness of intellectual assets and enhance their capacity to manage and exploit them.</p> <p>Key communication skills are also developed throughout the module, including people management, innovation, problem solving and commercial acumen.</p> <p>The module will harness lifelong learning skills, personal development and self-efficacy, allowing the students to contribute to economic growth and to society.</p>

Learning & Teaching Strategy

The strategy is based around generic input, individual and team experience, direct supervision in a triadic relationship with clients, self and supervisor assessment. This builds on the team and individual learning that has taken place at level 4, through business simulated activities.

Through the module, they will work independently and under guided supervision to collect, sort and evaluate relevant business data and information required to meet the client's brief. The students are required to attend supporting, scheduled master classes at key points during the module.

The projects will fall into five key categories:-

- a) commercial client focused projects
- b) entrepreneur projects for those wishing to set up their own businesses
- c) family firm projects
- d) social enterprise/not-for-profit organisation projects
- e) tutor-set research based enterprise projects

Assessment Strategy

The first coursework will be a portfolio demonstrating key business communication skills and also a client report demonstrating a clear interpretation of the client project brief, a summary of the solutions proposed, and an indication of the measurement of success of those solutions.

The second coursework will be an updated CV and LinkedIn profile and additions to the e-portfolio where relevant, which builds on feedback from Level 4 modules, but also incorporates the new skills developed within this module and others at Level 5. This then ensures that students are ready to apply for summer internships between Level 5 and 6, or for graduate roles as soon as they begin Level 6.

SECTION E: SCHEDULED LEARNING AND TEACHING**Notional Hours**

1 Credit is equivalent to 10 notional learning hours (30 credits = 300 learning hours). All hours should be calculated based on what an individual student might be expected to receive.

<i>Category (Please refer to QAA Guidance in completing this section)</i>	<i>Total Hours</i>
Scheduled Learning and Teaching Activities (SLTA)	
Lectures (incl. virtual and face to face contact)	5
Seminars (incl. virtual and face to face contact)	
Tutorials – per individual student (incl. virtual and face to face contact)	
Project supervision (incl. virtual and face to face contact)	30
Demonstration (incl. virtual and face to face contact)	
Practical classes and workshops	
Supervised time in studio/workshop/rehearsal space	
Fieldwork, e.g. survey work, data collection	10
External visits, e.g. visits to sites, museums or collections	
Sub-total: SLTA	45
PLUS Guided Independent Study (GIS)	105
PLUS Placements / Study Abroad / Work based Learning	
TOTAL (Sub-total of SLTA plus GIS, plus Placements)	150

SECTION F: ASSESSMENTS

Summative Assessment Regime				
ID	KIS Category/Activity Type & Brief Description (Please refer to: QAA Guidance in completing this section)	Learning Outcomes Assessed	Weighting % or P/F	Indicative Week No.
CW1	Coursework: Written Assignment: 2500 word Written assignment to include portfolio and client report	1,2,3,4	80%	13
CW2	Coursework: Written Assignment: Written assignment to include updated CV and LinkedIn profile	3	20%	15
Module Pass Requirements: Standard Regs apply				

SECTION G: ACADEMIC RESOURCES

Key Texts
<ul style="list-style-type: none"> Burtonshaw-Gunn, S. (2010) <i>Essential Tools for Management Consulting: Tools, Models and Approaches for clients and consultants</i>. 1st ed. Chichester: Wiley & Sons Ltd O'Mahoney, J. and Markham, C. (2013) <i>Management Consultancy 2nd ed.</i> Oxford, Oxford University Press
Journals (including e-Journals)
<ul style="list-style-type: none"> Harvard Business Review Journal Journal of Management Studies Team Performance Management: An International Journal
Databases
<ul style="list-style-type: none"> TGI Mintel
Websites
<ul style="list-style-type: none"> Institute of Directors (www.directors.co.uk) Online Journal of Institute of Leadership and Management (http://www.i-l-m.com/edge.aspx#) CMI (www.managers.org.uk)

© 2017 Buckinghamshire New University