

# MODULE DESCRIPTOR

## SECTION A: MODULE DETAILS

<b>Module Title</b>	Developing Leadership and Management skills						
<b>Short Title</b>	Leadership						
<b>Module Code</b>	MG629	<b>Date of First Approval</b>			September 2018		
<b>Responsible Department</b>	Business, Law & Computing	<b>Date of Version</b>			September 2018		
<b>FHEQ Level</b>	Level 6: Honours	<b>Version No.</b>			1		
<b>Credit Value</b>	15 Credits	<b>Expected Length</b>			15 weeks		
<b>Status</b>	Approved	<b>Regime of Delivery</b>			Campus Based		
<b>Semester taught</b>	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

<b>Brief Description</b>
<p>This module will provide an understanding of the core competencies relating to management and leadership skills in organisations. The module will examine management and leadership models and evaluate the effectiveness of those in the 21<sup>st</sup> Century including the difference between management and leadership.</p> <p>Additionally, there will be opportunities to apply these theoretical concepts and develop personal skills through workshops in leadership and team building.</p>

<b>Indicative Content</b>
<ul style="list-style-type: none"> <li>• Traditional models and theories of management and leadership</li> <li>• Leadership styles which may include Transformational leadership, entrepreneurial leadership, charismatic leadership</li> <li>• Leadership skills</li> <li>• Cross Cultural leadership</li> <li>• Team leading</li> <li>• Current issues in leadership</li> <li>• Leadership and ethics</li> </ul>

## SECTION C: MODULE OUTCOMES

<b>On successful completion of the module, the student will be able to:</b>	
1.	Understand and critically evaluate contemporary theories and models of management and leadership
2.	Develop and demonstrate effective leadership skills
3.	Analyse the significance and impact of leadership performance in relation to overall business performance

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

## SECTION D: MODULE STRATEGY

### Employability / Career Development Statement

This module develops employability skills in terms of the knowledge and application of leadership skills, which are valued highly by employers. Students will be able to enhance their own personal leadership qualities in a safe environment prior to entering the work environment.

Effective team working will be required in order to tackle group discussions. Problem solving, critical reasoning ability and creativity will be developed within the seminars and through the assessment.

### Learning & Teaching Strategy

This module uses a combination of lectures and seminars reinforced by personal study undertaken by the students in order to achieve the learning outcomes of the course.

Seminars will be interactive, case study and exercise based. These are designed to develop the critical thinking, analytical, problem solving and communication skills which are required for level 6 study. As the seminars are interactive sessions, the students are expected to familiarise themselves with relevant discussion topics, well in advance, in order to ensure a fair and meaningful contribution by each student. Lecture slides and material will be made available well in advance on Blackboard in order to enable them to do this.

A key part of the course will also include workshops and seminar activities to develop leadership skills in the students.

### Assessment Strategy

This module will be assessed through a business report which will analyse the effectiveness of leadership within an organisation, through applying key models and theories.

There will also be a self-reflective report considering the development of the student's own leadership skills throughout the module. This will include updating the e-portfolio for the students.

## SECTION E: SCHEDULED LEARNING AND TEACHING

<b>Notional Hours</b>	
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 <a href="#">QAA Guidance</a> in completing this section)</i>	<i>Total Hours</i>
<b>Scheduled Learning and Teaching Activities (SLTA)</b>	
Lectures (incl. virtual and face to face contact)	15
Seminars (incl. virtual and face to face contact)	30
Tutorials – per individual student (incl. virtual and face to face contact)	
Project supervision (incl. virtual and face to face contact)	
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	
External visits, e.g. visits to sites, museums or collections	
<b>Sub-total: SLTA</b>	<b>45</b>
<b>PLUS Guided Independent Study (GIS)</b>	<b>105</b>
<b>PLUS Placements / Study Abroad / Work based Learning</b>	
<b>TOTAL (Sub-total of SLTA plus GIS, plus Placements)</b>	<b>150</b>

## SECTION F: ASSESSMENTS

<b>Summative Assessment Regime</b>				
ID	KIS Category/Activity Type & Brief Description (Please refer to: <a href="#">QAA Guidance</a> in completing this section)	Learning Outcomes Assessed	Weighting % or P/F	Indicative Week No.
CW1	Coursework: Report: 2500 word report evaluating leadership within an organisation	1,3	70%	10
CW2	Coursework: Written Assignment: 1000 word self reflection	2	30%	14
<b>Module Pass Requirements:</b> Standard Regs apply				

## SECTION G: ACADEMIC RESOURCES

<b>Key Texts</b>
<ul style="list-style-type: none"><li>• Adair J. (2016) developing your leadership skills: creating success. (2<sup>nd</sup> edn) London, Kogan Page</li><li>• Cameron E. and Green M, (2017) Essential Leadership London, Kogan Page</li></ul>
<b>Journals</b> (including e-Journals)
<ul style="list-style-type: none"><li>• Harvard Business Review</li><li>• Human Resource Management Journal</li></ul>
<b>Databases</b>
<ul style="list-style-type: none"><li>• ABI Inform</li><li>• Emerald Books and Journals</li></ul>
<b>Websites</b>
<ul style="list-style-type: none"><li>• Confederation of British Industry <a href="http://news.cbi.org.uk">http://news.cbi.org.uk</a></li><li>• Chartered Management Institute <a href="http://www.managers.org.uk">www.managers.org.uk</a></li><li>• Leadership Trust Foundation <a href="http://www.leadershiptrust.net">www.leadershiptrust.net</a></li></ul>

© 2017 Buckinghamshire New University