



LEEDS  
BECKETT  
UNIVERSITY

# Course Specification

**BSc (Hons)**

**Facilities**

**Management**

**Course Code: BSCFM**

**2020/21**

## Section 1

### ***Award & Title BSc (Hons) Facilities Management (BSCFM)***

### **Material Information Summary for 2020/21 Undergraduate Entrants**

Confirmed at OCT 2019

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#### **General Information**

<b>Award</b>	Bachelor of Science (with Honours) Facilities Management
<b>Awarding Body</b>	Leeds Beckett University
<b>Level of Qualification &amp; Credits</b>	Level 6 of the Framework for Higher Education Qualifications, with 120 credit points at Level 6 of the UK Credit Framework for Higher Education (120 credits in total)
<b>Course Lengths &amp; Standard</b>	
<b>Timescales</b>	Start dates will be notified to students via their offer letter. The length and mode of delivery of the course is confirmed below: <ul style="list-style-type: none"><li>• 1.5 years (part time, distance learning)</li></ul>
<b>Location of Delivery</b>	Distance Learning
<b>Entry Requirements</b>	Admissions criteria are confirmed in your offer letter. Details of how the University recognises prior learning and supports credit transfer are located here: <a href="http://www.leedsbeckett.ac.uk/studenthub/recognition-of-prior-learning">www.leedsbeckett.ac.uk/studenthub/recognition-of-prior-learning</a> .  Admissions enquiries may be directed to: <a href="mailto:AdmissionsEnquiries@leedsbeckett.ac.uk">AdmissionsEnquiries@leedsbeckett.ac.uk</a> .
<b>Course Fees</b>	Course fees and any additional course costs are confirmed in your offer letter. Fees enquiries may be directed to <a href="mailto:Fees@leedsbeckett.ac.uk">Fees@leedsbeckett.ac.uk</a> .

#### **Timetable Information**

Timetables will be made available to students during induction week via:

- i) The Student Outlook Calendar
- ii) The Student Portal (MyBeckett)
- iii) The Leeds Beckett app

Any difficulties relating to timetabled sessions may be discussed with your Course Administrator.

## **Policies, Standards and Regulations ([www.leedsbeckett.ac.uk/public-information](http://www.leedsbeckett.ac.uk/public-information))**

There are no additional or non-standard regulations which relate to your course.

### **Key Contacts**

**Your Course Director** Allan Jones

**Your Academic Advisor** Each Student will be allocated an Academic Advisor once they commence their studies at the University. The Academic Advisor will be a member of the Surveying, Construction & Project Management Academic Staff.

**Your Course Administrator** Urszula Scibior - [Urszula.Scibior@leedsbeckett.ac.uk](mailto:Urszula.Scibior@leedsbeckett.ac.uk)

### **Professional Accreditation or Recognition Associated with the Course**

**Professional Body** Institute of Workplace and Facilities Management - IWFM

#### **Accreditation/ Recognition Summary**

Leeds Beckett University is a recognised centre of IWFM qualifications

### **Course Overview**

#### **Aims**

The BSc (Hons) Facilities Management (top up) is aimed at people who are already employed in the work place and who are either Facilities Managers that for personal or professional development want to acquire a formal academic qualification in the subject, or are from other related disciplines such as office managers, cleaning supervisors or maintenance managers and are considering transferring into a Facilities Management role.

This course is a level 6 top up delivered via distance learning which offers opportunities to people who otherwise would not be able to undertake formal face to face education for reasons of employment or personal circumstances. For example, due to the nature of the industry, facilities managers may be required to work at other sites for periods of time which through conventional delivery methods would make teaching impractical, therefore through distance learning students can continue their studies anywhere in the world and not be disadvantage.

Ultimately the course aims to successfully produce students who understand the principles and processes of facilities management and who can then apply these effectively in the workplace.

## Course Learning Outcomes

At the end of the course, students will be able to:

- 1 Combine knowledge, theories and principles to deliver an inclusive Facilities Management environment, recognising the diversity of user needs by putting people (of all ages and abilities) at the heart of the process.
- 2 Adopt a critical approach to the impact that facilities and estate management has on both the environment and social structures (including health and well-being) to explore these problems and issues from a theoretical standpoint.
- 3 Critically evaluate the professional and ethical frameworks associated with the development, financing, investment in, and the use of, buildings and facilities and be able to propose new solutions to address any issues arising.
- 4 Critically evaluate, prioritise and organise information to evaluate the building asset and its data, to support the efficient performance of facilities and buildings, within the overall estate and apply this knowledge to provide solutions for the effective ownership, use and, occupation of property.

## Teaching and Learning Activities

### Summary

This course is delivered via web-based distance learning. The educational style is “Wraparound” and “Content with Support”. Students are directed to learning resources: MyBeckett VLE, textbooks and external websites. The tutor provides directed study guides “wrapped around” these learning resources. Students are supplied with links and references to this external material and are expected to follow up these links on their own; much as students in a traditional University course are supplied with reading lists and are expected to undertake reading on their own. At times, students may be expected to undertake research, using work-based material.

### Your Modules

This information is correct for students progressing through the programme within standard timescales. Students who are required to undertake repeat study may be taught alternate modules which meet the overall course learning outcomes. Details of module delivery will be provided in your timetable.

### Level 6 Core Modules (2020/21 and 2021/22 for standard PT students)

Financial and Commercial Management

Facilities Maintenance Management

Facilities Management – Professional Practice

Work-Based Learning – Level 6

Major Project

## Assessment Balance and Scheduled Learning and Teaching Activities by Level

The assessment balance and overall workload associated with this course are calculated from the core modules and have been reviewed and confirmed as representative by the Course Director.

A standard module equates to 200 notional learning hours, which may be comprised of teaching, learning and assessment, any embedded placement activities and independent study. Modules may have more than one component of assessment.

### Assessment

The program is assessed by coursework predominately, with an examination and practical assessments.

### Workload

The number of hours of workload generally equates to 1200 per level for an honours degree, corresponding to the national standard of 10 notional hours of learning for each UK HE credit point.

Overall Workload	Level 6
Teaching, Learning and Assessment	95 hours
Independent Study	1105 hours

### Learning Support

If you have a question or a problem relating to your course, your Course Administrator is there to help you. Course Administrators work closely with academic staff and can make referrals to teaching staff or to specialist professional services as appropriate. They can give you a confirmation of attendance letter, and a transcript. You may also like to contact your Course Rep or the Students' Union Advice team for additional support with course-related questions.

If you have any questions about life at our University in general, call into or contact the Student Advice Hub on either campus. This team, consisting of recent graduates and permanent staff, are available to support you throughout your time here. They will make sure you have access to and are aware of the support, specialist services, and opportunities our University provides. There is a Student Advice Hub on the ground floor of the Rose Bowl at City Campus and one in Campus Central at Headingley. You can also find the team in the Gateway in the Leslie Silver Building at City Campus. Email enquiries may be directed to [studentadvicehub@leedsbeckett.ac.uk](mailto:studentadvicehub@leedsbeckett.ac.uk).

Within MyBeckett you will see two tabs (Support and Opportunities) where you can find online information and resources for yourselves. The Support tab gives you access to details of services available to give you academic and personal support. These include Library Services, the Students' Union, Money advice, Disability advice and support, Wellbeing, International Student Services and Accommodation. There is also an A-Z of Support Services, and access to online appointments/registration.

The Opportunities tab is the place to explore the options you have for jobs, work placements, volunteering, and a wide range of other opportunities. For example, you can find out here how to get help with your CV,

prepare for an interview, get a part-time job or voluntary role, take part in an international project, or join societies closer to home.

## Section 2

### ***Award & Title BSc (Hons) Facilities Management (BSCFM)***

### **Material Information Summary for Current Undergraduate Students in 2020/21 by Level**

Confirmed at OCT 2019

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#### **Teaching and Learning Activities**

##### **Level 6 Core Modules (2019/20 and 2020/21 for standard PT students)**

Financial & Commercial Management

Work-Based Learning Negotiated Learning Contract

Facilities & Maintenance Management

FM Professional Practice

Major Project/Capstone