



LEEDS
BECKETT
UNIVERSITY

Course Specification

**PG Dip Human
Resource
Management**

Course Code:HRMPD

2020/21

Section 1

Award & Title **PG Dip Human Resource Management**

Material Information Summary for 20-21 Postgraduate Applicants

Confirmed at Nov 2019

This is the date the information has been confirmed as correct by the Course Director

General Information

Award

Postgraduate Diploma in Human Resource Management

Contained Awards

Postgraduate Certificate in Human Resource Management

Awarding Body

Leeds Beckett University

Level of Qualification & Credits

Level 7 of the Framework for Higher Education Qualifications, with 120 credit points at Level 7 of the Higher Education Credit Framework for England

Course Lengths & Standard

Timescales

Start dates will be notified to students c via their offer letter. The length and mode of delivery of the course is confirmed below:

- 2 years (part time, campus based)

Part Time Study

PT delivery is usually at half the intensity of the FT equivalent course, although there may be flexibility to increase your pace of study to shorten the overall course duration. Some modules may be delivered in a different sequence to that defined within this information set but the modules offered within each level are consistent. Please note that the work placement option is not generally available to PT students.

Location(s) of Delivery	City Campus, Leeds
Entry Requirements	Admissions criteria are confirmed in your offer letter. Details of how the University recognises prior learning and supports credit transfer are located here: www.leedsbeckett.ac.uk/studenthub/recognition-of-prior-learning . Admissions enquiries may be directed to: AdmissionsEnquiries@leedsbeckett.ac.uk .
Course Fees	Course fees and any additional course costs are confirmed in your offer letter. Fees enquiries may be directed to Fees@leedsbeckett.ac.uk .

Timetable Information

Standard Text: 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

University Award

This course adheres to the Academic Principles and Regulations set out by the University. Awards of distinction and merit may be made to students who meet the following criteria:

Distinction

The award of a distinction may be made to those students who have attained:

- an average of 70% or more in assessments contributing to the final award.

And/or

- at least half of all modules at the level of distinction in assessments contributing to the final award.

Merit

The award of merit may be made to those students who have attained:

- an average of 60% or more in assessments contributing to the final award.

And/or

- at least half of all modules at the level of merit in assessments contributing to the final award.

Key Contacts

Your Course Director	Christine Daley (C.Daley@leedsbeckett.ac.uk)
Your Academic Advisor	Christine Daley (C.Daley@leedsbeckett.ac.uk)
Your Course Administrator	Norma Cannonier (LeadershipAdmin@leedsbeckett.ac.uk)

Professional Accreditation or Recognition Associated with the Course

Professional Body	The Chartered Institute of Personnel and Development
Accreditation/ Recognition Summary	Associate Membership of the Chartered Institute of Personnel and Development is open to students, who are members of the CIPD and achieve a mark of at least 40% in all modules on the course.

Course Overview

Aims

The course aims to develop critical, ethical, competent and reflective practitioners who can perform effectively within a range of business contexts and demonstrate the capabilities required for professionals in the field of people management and development. It seeks to facilitate the knowledge and understanding of a broad range of HR, managerial and business principles and practices, as well as the development of related skills and competencies. This will enable creative problem-solving using sophisticated judgment in the absence of complete data. The aims of the course reflect the requirements of the CIPD Professional Standards. They are also informed by HR Profession Map, external reference points and QAA FHEQ for H7 and the benchmark statement for business and management.

Leeds Beckett University has successfully offered courses of study in personnel management and human resource management for over forty years. A long and close relationship has existed between the University and the Chartered Institute of Personnel and Development (CIPD), the UK professional body for those working in the management and development of people. The quality of provision has been recognised by the CIPD through awarding the University the status of an 'approved centre'.

The provision has provided the opportunity for students to obtain a qualification, which is in continual demand by employers, and needed by professionals to enter, and/or to progress in the HR profession.

The current aim of the CIPD is to drive sustained organisation performance through HR; shaping thinking, leading practice, and building capability within the profession. The programme structure and module specifications are underpinned by the CIPD's HR Profession Map. This was developed following an extensive

review of the global HR Profession and an in depth investigation with HR Directors across all main economic sectors and a range of senior professionals and academics. The map is seen by the CIPD as representing the needs of the profession today and is expected to evolve, over time, to respond to further changes in the industry.

The PG Dip HRM is primarily aimed at students who wish to develop their academic capabilities and management aspirations to enhance their career in human resource management. Candidates can also join the programme from any range of sectors, both public and private, and include those working in HR units as more general roles in smaller organisations in line with them meeting the entrance criteria.

Course Learning Outcomes

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

1	Evaluate, synthesise and apply advanced and contemporary themes, theory and techniques to a range of complex and open-ended issues, problems and situations in the field of people management and development.
2	Demonstrate a critical understanding of the strategic perspective of personnel and development in an external and internal business context and make informed quantitative and qualitative judgements about HR solutions in the absence of complete data.
3	Develop a breadth of knowledge and specialism in a chosen area with a degree of creativity and transferable skills to organisational and professional settings with sensitivity to equality, diversity and culture
4	Learn independently and interdependently accepting responsibility for subsequent career and continuing professional development, demonstrating a critical, ethical and reflective approach to their professional practice
5	Apply with a degree of creativity and sophistication; intellectual, transferable and subject/ professional skills to a range of complex and open-ended organisational problems and situations.
6	Demonstrate the attainment of the CIPD Professional Standards.
7	Execute and deliver an applied research project, with due regard to ethical considerations, research philosophy and methodologies. This research project will seek to influence policy and practice within a professional people management and development context and add positively to the pool of established research into current HR related business issues.

Teaching and Learning Activities

Summary

The course involves a range of different learning and teaching activities to provide a balance of activity and encourage engagement from students with a range of different learning preferences. The course begins with an interactive workshop (DSPP workshop 1) which introduces students to concepts of post-graduate study through a business simulation game. The DSPP module runs throughout the course ensuring a strong underpinning of personal reflection and learning and CPD. During the first year, students study the Leading, Managing and Developing People module (Semester 1) and Strategic Contexts of HRM (Semester 2). Learning and teaching activities for these first two modules then include case study analysis, presentation, group work, individual research and theoretical input to provide an underpinning knowledge of key HR themes/concepts and issues.

Students are then given a choice of electives for the second year which enable them to direct their study in line with their personal interests. Learning and teaching activities for these electives vary depending on the module content, but include board room discussions, critical evaluation of case studies, student led presentations, debates and guest lecturers. During the second year students undertake an independent research-led module (Investigating a Business Issue) involving primary research.

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 7 Core Modules

Leading, Managing and Developing People (20)

Strategic Contexts of HRM (20)

Developing Skills for Professional Practice (20)

Investigating a Business Issue (20)

The following option modules are indicative of a typical year. There may be some variance in the availability of option modules.

Level 7 Option Modules

Employment Law (20)

Employee Engagement (20)

Managing Employment Relations (20)

Performance & Reward (20)

Developing Leaders and Managers (20)

Coaching & Mentoring for Organisational Action & Development (20)

Designing, Delivering and Evaluating Learning and Development – online module (20)

Assessment Balance and Scheduled Learning and Teaching Activities

The assessment balance and overall workload associated with this course are calculated from core modules and typical option module choices undertaken by students on the course. They have been reviewed and confirmed as representative by the Course Director but applicants should note that the specific option choices students make may influence both assessment and workload balance.

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

On this course students will be assessed predominantly by coursework with some assessed examinations and practical activities.

Workload

Overall Workload for the Course	
Teaching, Learning and Assessment	258 hours
Independent Study	942 hours
Placement	0 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 Hub on either campus to speak to our Student Experience Team. 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 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 studentexperience@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.