



LEEDS
BECKETT
UNIVERSITY

Course Specification

MBA Executive Master of
Business Administration
(Top Up)

Course Code: MEXBT

2024/25

leedsbeckett.ac.uk

Section 1

MBA Executive Master of Business Administration Top Up

Applicant Facing Course Specification for 2024/25 Postgraduate Entrants

Confirmed 01/2024

General Information

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| Award | Executive Master of Business Administration Top Up |
| Contained Awards | None |
| Awarding Body | Leeds Beckett University |
| Level of Qualification and Credits | Level 7, 180 Credits (120 credits at entry, 60 credits studied) |
| Course Lengths and Standard Timescales | 9 months part time |
| 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 (Teaching), Online (Supervision) Some sessions may be delivered online or at Headingley campus, as appropriate |
| Entry Requirements | 120 credits on a Business Administration route evidenced through a PG Diploma in Senior Leader Apprenticeship 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

Timetables for Semester 1 will be made available to students during induction week via:

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

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

Policies, Standards and Regulations

<https://www.leedsbeckett.ac.uk/our-university/public-information/academic-regulations/>)

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

Key Contacts

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|----------------------------------|---|
| Your Course Director | Dr. Alfred Chinta |
| Your Academic Advisor | Becky Carlisle, Carrie Sawtell |
| Your Course Administrator | Clare Newton (BusinessDA@leedsbeckett.ac.uk) |

Professional Accreditation or Recognition Associated with the Course

Professional Body

NA

Accreditation/ Recognition Summary

No professional recognition applies to this course

Course Overview

Aims

The course aims to enable Senior Leader Apprentices who gain 120 credits on the Apprenticeship to continue and target the Executive MBA. This will offer many Senior Leader Apprentices who are joining on the SLA to achieve an EMBA on par with previous cohorts of Higher Apprenticeships. Students on this programme will typically be from a working background where they will base their project proposal to continue their consultancy.

Course Learning Outcomes

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| 1 | Develop theoretical and practical skills of leaders in contemporary organisations and provide solutions to underperforming areas identified through research and evaluation. |
| 2 | Synthesise data on organisational performance and develop improvements by working with internal teams, suppliers and clients. |
| 3 | Develop skills and behaviours of leaders in organisations through practice of management to conform to legislation and customer trends. |
| 4 | Work collaboratively with individuals and groups to build a critical self-awareness and sensitivity to equality, diversity and culture, and demonstrate these transferrable skills in relation to the role of senior manager / Leader. |
| 5 | Develop entrepreneurial skills of leaders in organisations to identify areas for development through strategic improvement projects and new ventures to achieve desired results. |
| 6 | Critically examine the impact of the wider business environment on organisations using theoretical perspectives of the cognate area and demonstrate rigour in the formulation of solutions to improve performance. |
| 7 | Conduct a major project on an area of interest in the organisation that will require complex knowledge, collect data and develop recommendations for improving self and organisation |

Teaching and Learning Activities

Summary

The teaching on this module is in two parts, the first of which is to develop the skills to identify issues which are impacting a client. Through initial discussions, students will identify and shape the issue into a project with a certain aim and underlying objectives. A range of qualitative and quantitative methods will be taught so that students can identify which methods are suitable for their project. They are also taught about research ethics and how they can help comply with Data protection regulations. Students are also taught about analysis of data using both SPSS and Nvivo for their research.

Your Modules

This course has one 60 credit module which involves developing a project proposal, final consultancy report and a reflective presentation based on the organisation in which you are employed. This is a practical project which should show impact on the organisation and will use previous knowledge of the organisation and utilises knowledge gained at the PG diploma stage.

| Level 7 | | | |
|--------------------------------|------------|------------|------------|
| Semester 1 | Core (Y/N) | Semester 2 | Core (Y/N) |
| MBA Project for Senior Leaders | | | Y |

Assessment Balance and Scheduled Learning and Teaching Activities

There is only one module to be studied which uses three assessments: a 3000-word proposal, 9000-word Final report and a 30-minute presentation.

Assessment

On this course students will be assessed using three different assessments, the first of which is a written proposal that chooses an issue for investigation which is important for the organisation. The second assessment is a final report that encompasses all the activities undertaken in the module to work towards identifying solutions for those issues being looked at and any recommendations for changes to current practices. The final part is a 30 minute reflective presentation on the student's journey for learning over the PG Diploma and Project phase on what they learnt about their style of learning and management and how they would make changes to have a better impact on their future career.

Workload

| Overall Workload | |
|-----------------------------------|-----------|
| Teaching, Learning and Assessment | 36 hours |
| Independent Study | 364 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.

Student Services

If you have any questions about life at University, call into our Student Services Centre at either campus or contact Student Advice directly. This team, consisting of trained officers and advisers 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. They also work on a wide range of projects throughout the year all designed to enhance your student experience and ensure you make the most of your time with us. Student Advice are located in the Student Services Centre in the Leslie Silver Building at City Campus and on the ground floor of the Priestley Building at Headingley Campus. The team can also be contacted via email at studentadvice@leedsbeckett.ac.uk, telephone on 0113 812 3000, or by accessing our online chat link, available on the student homepage.

Support and opportunities

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.