

## University of the West of Scotland

### Module Descriptor

Session: 2022/23

Last modified: 09/05/2023

Status:

Title of Module: Business Functions 1			
Code: BUSN06012	SCQF Level: 6 (Scottish Credit and Qualifications Framework)	Credit Points: 10	ECTS: 5 (European Credit Transfer Scheme)
School:	School of Business & Creative Industries		
Module Co-ordinator:	Hasan Sayed		
Summary of Module			
<p>This module investigates business functions including accounting and finance, human resource management, operations and marketing and considers the linkages among them and the challenges experienced in managing across functional boundaries. It demonstrates the basic accounting and financial management components of a business. The module begins by learning about the use of accounting principles in assessing and reporting a company's financial situation to external stakeholders. It then proceeds to analyse and understand financial reports for decision making. Simultaneously, the key features of long-term financing decisions and the financial sources are addressed for the economic context of business. The module also covers essential capital investment decision-making approaches within the financial management perspective. Therefore, the module introduces to the learners how to calculate and analyse important financial ratios, such as gross profit ratio, operating profit ratio, current ration, acid test ratio, non-current asset turnover etc. So, this module will help the learners to understand the organisational actual financial situation (profit/loss) and what necessary action needed to be taken to sustain on business and/or to improve the organisational position. Simultaneously, it will enable the learners to understand of basic economic problems to choices made by individuals, firms, and governments.</p> <p>Furthermore, this module provides learners with an understanding of the principal internal and external environmental contexts of contemporary organisations, including the managerial and business context, within which businesses operate. This module also introduces learners to a number of business structures, cultures and the macro environmental factors affecting business. In addition, the module seeks to provide an integrated and critical understanding of businesses and their business internal and external functions including market economics in relation to demand, supply, product</p>			

and cost which impact on business. It enables learners to analyse how these functions operate in a real-life context by utilising business case studies and online activities.

#### Module Delivery Method

Face-To-Face	Blended	Fully Online	HybridC	HybridO	Work-based Learning
	✓				

#### Face-To-Face

Term used to describe the traditional classroom environment where the students and the lecturer meet synchronously in the same room for the whole provision.

#### Blended

A mode of delivery of a module or a programme that involves online and face-to-face delivery of learning, teaching and assessment activities, student support and feedback. A programme may be considered “blended” if it includes a combination of face-to-face, online and blended modules. If an online programme has any compulsory face-to-face and campus elements it must be described as blended with clearly articulated delivery information to manage student expectations

#### Fully Online

Instruction that is solely delivered by web-based or internet-based technologies. This term is used to describe the previously used terms distance learning and e learning.

#### HybridC

Online with mandatory face-to-face learning on Campus

#### HybridO

Online with optional face-to-face learning on Campus

#### Work-based Learning

Learning activities where the main location for the learning experience is in the workplace.

#### Campus(es) for Module Delivery

The module will **normally** be offered on the following campuses / or by Distance/Online Learning: (Provided viable student numbers permit)

Paisley:	Ayr:	Dumfries:	Lanarkshire:	London:	Distance/Online Learning:	Other:
✓			✓			

#### Term(s) for Module Delivery

(Provided viable student numbers permit).

Term 1	✓	Term 2	✓	Term 3	✓
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#### **Learning Outcomes: (maximum of 5 statements)**

On successful completion of this module the student will be able to:

- L1. Analyse how the management of finance contributes to the effectiveness of organisations.
- L2. Prepare simple ratios that can be applied to the finances of an organisation.
- L3. Apply knowledge and understanding of basic economic problems to choices made by individuals, firms, and governments.
- L4. Analyse market economics in relation to demand, supply, production, and cost

#### **Employability Skills and Personal Development Planning (PDP) Skills**

<b>SCQF Headings</b>	During completion of this module, there will be an opportunity to achieve core skills in:
Knowledge and Understanding (K and U)	SCQF Level 6. Appreciating the basic financial aspects of a business and the need for such activities within an organisation. Understanding the role of economics to a business.
Practice: Applied Knowledge and Understanding	SCQF Level 6. Applying some of the basic, routine practices and or techniques to the understanding of finance and economics to organisations. Planning how skills required will be used to address business situations and adapt these to the given scenarios.
Generic Cognitive skills	SCQF Level 6. Presenting, evaluating, and drawing conclusions from business finance and economics problems.
Communication, ICT and Numeracy Skills	SCQF Level 6. Selecting and using a range of communication methods and information technology.
Autonomy, Accountability and Working with others	SCQF Level 6. Taking responsibility and working independently or in groups whilst carrying out independent research and information gathering.

<b>Pre-requisites:</b>	Before undertaking this module, the student should have undertaken the following:	
	<b>Module Code:</b>	<b>Module Title:</b>
	<b>Other:</b>	
<b>Co-requisites</b>	<b>Module Code:</b>	<b>Module Title:</b>

\* Indicates that module descriptor is not published.

<b>Learning and Teaching</b>	
<p>This module uses lectures, workshops, and tutorials to provide students with information on the key operations aspects of business finance as well as examining the role economics play in a business and its operations.</p> <p>Some case studies and real-life examples are used in lectures and tutorials to build up knowledge and understanding of the theoretical aspects of the module. Tutorials are designed to help students apply the theory to actual business scenarios. In addition, students are expected to search for relevant information to enhance your autonomy, information gathering and communication skills.</p> <p>Assessment of this module is by the submission of an individual typed coursework which requires students to investigate and organise resources to demonstrate knowledge of business organisational structures.</p> <p>Support for this is provided by the provision of a dedicated website (within the University's Virtual Learning Environment), PowerPoint slides, class discussions and a printed text which is available from a range of Professional publishing houses (often in a slightly different format).</p>	
<b>Learning Activities</b> During completion of this module, the learning activities undertaken to achieve the module learning outcomes are stated below:	<b>Student Learning Hours</b> (Normally totalling 200 hours): (Note: Learning hours include both contact hours and hours spent on other learning activities)
Lecture/Core Content Delivery	10
Tutorial/Synchronous Support Activity	10
Asynchronous Class Activity	20
Independent Study	60
	100 Hours Total

**\*\*Indicative Resources: (eg. Core text, journals, internet access)**

The following materials form essential underpinning for the module content and ultimately for the learning outcomes:

Coutts, L. (2020). Higher Business Management Course Notes: For SQA 2019 and Beyond. (2nd ed.)

Details of further resources, including textbooks, journals and online resources will be identified at the beginning of each delivery in the module handbook and made available via Moodle.

(\*\*N.B. Although reading lists should include current publications, students are advised (particularly for material marked with an asterisk\*) to wait until the start of session for confirmation of the most up-to-date material)

**Engagement Requirements**

In line with the Academic Engagement Procedure, Students are defined as academically engaged if they are regularly engaged with timetabled teaching sessions, course-related learning resources including those in the Library and on Moodle, AULA, and complete assessments and submit these on time. Please refer to the Academic Engagement Procedure at the following link: [Academic engagement procedure](#)

For the purposes of this module, academic engagement equates to the following:  
It is expected that students will attend all scheduled classes or participate with all delivered elements as part of their engagement with their programme of study. Please refer to UWS Regulations.

**Supplemental Information**

<b>Programme Board</b>	Management, Organisations & People
<b>Assessment Results (Pass/Fail)</b>	No
<b>Subject Panel</b>	Management, Organisations & People
<b>Moderator</b>	Thanos Kourouklis
<b>External Examiner</b>	
<b>Accreditation Details</b>	
<b>Changes/Version Number</b>	1

**Assessment: (also refer to Assessment Outcomes Grids below)**

Coursework 100%

(N.B. (i) **Assessment Outcomes Grids** for the module can be found below which clearly demonstrate how the learning outcomes of the module will be assessed.  
(ii) An **indicative schedule** listing approximate times within the academic calendar when assessment is likely to feature will be provided within the Student Handbook.)

**Assessment Outcome Grids (Footnote A.)**

Component 1						
Assessment Type (Footnote B.)	Learning Outcome (1)	Learning Outcome (2)	Learning Outcome (3)	Learning Outcome (4)	Weighting (%) of Assessment Element	Timetabled Contact Hours
Case study	✓	✓	✓	✓	100	18

**Footnotes**

A. Referred to within Assessment Section above

B. Identified in the Learning Outcome Section above.

**Note(s):**

1. One assessment method can be used to assess individual learning outcomes.
2. Schools are responsible for determining student contact hours. Please refer to University Policy on contact hours (extract contained within section 10 of the Module Descriptor guidance note).  
This will normally be variable across Schools, dependent on Programmes &/or Professional requirements.

**Equality and Diversity**

This module is appropriate for all students irrespective of ethnic status, disability, age, gender, religious and sexual orientation. The University provides facilities and resources for all students through the Enabling Support Team.

[UWS Equality and Diversity Policy](#)

(N.B. Every effort will be made by the University to accommodate any equality and diversity issues brought to the attention of the School)