Module Descriptor

Title	HR Policy & Practice		
Session	2026/27	**Status**	Existing
Code	HURM10002	**SCQF Level**	10
Credit Points	20	**ECTS (European Credit Transfer Scheme)**	10
School	Business & Creative Industries		
Module Co-ordinator	S Hofmann		

Summary of Module

The module provides students with an understanding of the key areas which need to be considered when developing/designing and implementing organisational HR policies. In providing meaningful insights into this important area, the module explores a variety of HR policy areas:

- Employment Contract (from Recruitment to Termination, etc.);
- Health, Safety & Well-being
- Discrimination in the Workplace
- Disciplinary, Grievance & Conflict
- Leave & Absence Management
- Family-friendly Rights & Flexible Working
- Talent & Performance Management
- The Use of Artificial Intelligence (AI)

This is nurtured through the written assessment component, where students will have the opportunity to evaluate HR policies identify good practices and policy issues and make recommendations. Equally importantly, students will explore various mechanisms to engage with (hypothetical) staff and management during the implementation and review of HR policies, where students will have a chance to experiment with this different mechanism during the implementation session assessment.

Module Delivery Method	**On-Campus**	**Hybrid**	**Online**	**Work -Based Learning**
	x			

Campuses for Module Delivery	Ayr Dumfries		Lanarkshire London Paisley x		Online / Distance Learning Other (specify)	
Terms for Module Delivery	Term 1	x	Term 2		Term 3	
Long-thin Delivery over more than one Term	Term 1 – Term 2		Term 2 – Term 3		Term 3 – Term 1	

Learning Outcomes	
L1	Explore and evaluate key HR policy approaches in an organisational context.
L2	Examine relevant aspects that require consideration for HR policy development.
L3	Critically evaluate the quality of HR policies and identify good practice in policy design.
L4	Develop and utilise an understanding of mechanisms of policy engagement in an organisational context.
L5	

Employability Skills and Personal Development Planning (PDP) Skills	
SCQF Headings	**During completion of this module, there will be an opportunity to achieve core skills in:**
Knowledge and Understanding (K and U)	A critical understanding of the scope and defining features of HR Policy & Practice, and an integrated knowledge of its main areas and boundaries. A critical understanding of a range of the principles, principal theories, concepts and terminology of HR Policy & Practice.
Practice: Applied Knowledge and Understanding	In using a wide range of the principal professional skills, techniques, practices and/or materials associated with HR Policy & Practice. In using crucial skills, techniques, practices and/or materials that are specialised and advanced within HR Policy & Practice. In practising thorough methods of enquiry and/or research.

Generic Cognitive skills	Undertake critical analysis, evaluation and/or synthesis of ideas, concepts, information and issues in HR Policy & Practice. Identify and analyse advanced professional problems and issues. Draw on a wide range of sources in making judgements
Communication, ICT and Numeracy Skills	Present or convey, formally and informally, information on standard/mainstream topics in HR Policy & Practice to a range of audiences. Use a range of ICT applications to support and enhance work. Interpret, use and evaluate numerical and graphical data in a critical manner to achieve goals/targets.
Autonomy, Accountability and Working with Others	Exercise autonomy and initiative in some activities at a professional level in practice and in HR Policy & Practice. Practise in ways that show awareness of own and others' roles and responsibilities. Seeking guidance where appropriate, managing ethical and professional issues in accordance with current professional and/or ethical codes or practices.

Prerequisites	**Module Code**	**Module Title**
	Other Students must be enrolled on the BA (Hons) Business & HRM or BA (Hons) People Management.	
Co-requisites	**Module Code**	**Module Title**

Learning and Teaching

In line with current learning and teaching principles, a 20-credit module includes 200 learning hours, normally including a minimum of 36 contact hours and maximum of 48 contact hours.

In line with UWS' Curriculum Framework, providing a flexible, student-centred and inclusive approach to learning and teaching, the module has been designed around the delivery of engaging, activity- and discussion-based workshops, nurtured by meaningful online content, including short videos, reading materials, quizzes, etc.

This is further supported by the assessment approach adopted, enabling students to develop both academic and employability-focused knowledge and skills within the key areas of the module content.

The contact hours shown below reflect full-time delivery — these may differ for students studying towards the BA(Hons) People Management due to the blended/work-based learning nature of the programme — please refer to the 'Teaching & Assessment' section on the UWS website (https://www.uws.ac.uk/study/undergraduate/undergraduate-course-search/people-management) for more information.

Learning Activities During completion of this module, the learning activities undertaken to achieve the module learning outcomes are stated below:	**Student Learning Hours** (Note: Learning hours include both contact hours and hours spent on other learning activities)
Laboratory/Practical Demonstration/Workshop	36
Independent Study	164
TOTAL	200

Indicative Resources

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

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Armstrong, M. and Taylor, S., (2020), Armstrong's Handbook of Human Resource Management Practice", CIPD - Kogan Page, London

Lewis, D. and Sargeant, M., (2019), Employment Law — The Essentials", CIPD - Kogan Page, London

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 the VLE.

(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)

Attendance and Engagement Requirements

In line with the Student Attendance and Engagement Procedure, Students are academically engaged if they are regularly attending and participating in timetabled on-campus and online teaching sessions, asynchronous online learning activities, course-related learning resources, and complete assessments and submit these on time.

For the purposes of this module, academic engagement equates to the following:

Students are academically engaged if they are regularly attending the on-campus lectures/tutorials/workshop. Also, they need to engage with the AULA site regularly to access to the teaching materials and complete assessments and submit these on time.

Students should also reference the BCI Guidance on Implementation of the Revised Student Attendance and Engagement Procedure which details the School attendance and engagement requirements and how this will be monitored for attendance

Equality and Diversity

The University's Equality, Diversity and Human Rights Procedure can be accessed at the following link: UWS Equality, Diversity and Human Rights Code.
To meet the diverse needs of our student body, we are dedicated to adapting learning experiences where required. This personalised one-to-one approach ensures that all students can succeed, regardless of their background or circumstances. By embracing and promoting these principles, we aim to cultivate a learning community where everyone feels valued, supported, and empowered to achieve their full potential.

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

Supplemental Information

Divisional Programme Board	Management, Organisations and People
Overall Assessment Results	**Graded**
Module Eligible for Compensation	**No** **If this module is eligible for compensation, there may be cases where compensation is not permitted due to programme accreditation requirements. Please check the associated programme specification for details.**
School Assessment Board	Management, Organisations and People
Moderator	C Clark
External Examiner	O Adekoya
Accreditation Details	The module is accredited by the Chartered Institute of Personnel and Development (CIPD).
Module Appears in CPD catalogue	**No**
Changes / Version Number	

Assessment (also refer to Assessment Outcomes Grids below)
Assessment 1
Assessment 1: groups of students design and deliver a policy implementation session worth 40% of the overall module assessment.
Assessment 2
Assessment 2: each student develops a written report, worth 60%, designing an HR policy (using AI) and critically evaluating an HR policy approach in an area of their choosing.
Assessment 3

(N.B. (i) Assessment Outcomes Grids for the module (one for each component) 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 Module Handbook.)

Component 1							
Assessment Type	**LO1**	**LO2**	**LO3**	**LO4**	**LO5**	**Weighting of Assessment Element (%)**	**Timetabled Contact Hours**
Presentation		x		x		40	3

Component 2							
Assessment Type	**LO1**	**LO2**	**LO3**	**LO4**	**LO5**	**Weighting of Assessment Element (%)**	**Timetabled Contact Hours**
Clinical/ Fieldwork/ Practical skills assessment/ Debate/ Interview/ Viva voce/ Oral	x	x	x			60	0
	LO2 builds the foundation for the aim and purpose of the entire module and is therefore assessed in both assessments.						

Component 3							
Assessment Type	**LO1**	**LO2**	**LO3**	**LO4**	**LO5**	**Weighting of Assessment Element (%)**	**Timetabled Contact Hours**
n/a							
Combined total for all components						100%	3 hours

Change Control

What	**When**	**Who**

Module summary, minor amendment of assessment 2 (introduction of the use of AI)	02/2025	Dr. Silvio Hofmann