



**London
South Bank
University**

Course Addendum: Changes to 2020/21 Teaching In Response to Covid-19

Whilst we hope to deliver as much activity on-campus as possible, the government's guidance and social distancing measures will inform how much teaching we can deliver face-to-face in the 2020/21 academic year. Working to government guidelines we have adapted the delivery of our courses to a model of blending learning, which consists of a mix of online and on-campus activities. We are equipped to move between blended learning to fully online, or face-to-face, as the Covid-19 situation evolves.

The learning outcomes of your course remain the same but there are changes to its delivery, assessment and structure, as set out in the Changes section of this document. The subsequent pages of this document contain the original teaching and learning schedule of this course, for your reference.

24th July 2020

Course Details

Course Title(s)	MSc Marketing
Course Code	4154 (September start)
Course Director	Dr Emily Ngan Luong Email: ngane@lsbu.ac.uk
Shared Modules?	Yes: Common modules on Postgraduate Framework programmes

Changes to the mode of delivery and course composition

Module code and name	Changes to delivery mode	Changes to contact hours		
			CURRENT	NEW
MBA_7_CEI Creativity, Enterprise and Innovation (10 credits)	<i>All lectures and seminar to be delivered online.</i> Private study hours: 80 Contact hours: 20 Student study hours: 100	<i>No hours change required but mode changed to online</i> Contact for 10-credit modules: 1 Lecture/week		
MBA_7_CCR Curiosity, Creativity and Research (10 credits)	Private study hours: 80 Contact hours: 20 Student study hours: 100	1 Seminar/week	1 hour	1 hour online
MBA_7_MCG Management Consultancy in a Global Environment (10 credits)	Private study hours: 80 Contact hours: 20 Student study hours: 100		1 hour	1 hour online
MMP_7_CMT Contemporary Marketing Theories and Concepts (20 credits)	Private study hours: 160 Contact hours: 40 Student study hours: 200	Contact for 20-credit modules: 1 Lecture/week	2 hours	2 hours online
MMP_7_CCB Cross-Cultural Consumer Behaviour (20 credits)	Private study hours: 160 Contact hours: 40 Student study hours: 200	1 Seminar/week	2 hours	2 hours online

Changes to assessment strategy

All assessments will be online and only individual coursework	
Module code and name	Changes to weightings of assessment
Creativity Enterprise and Innovation MBA_7_CEI	Changed via assessment change form and approval for Semester 1 2020-21 from 100% Groupwork to 100% individual coursework
Management Consultancy in a Global Environment MBA_7_MCG	Changed via assessment change form and approval for Semester 1 2020-21 from 100% Groupwork with individual reflection to 100% individual coursework

Removal / Alterations of placements

Module or course and name	Change / alteration to placement
To be completed by placement manager	

Additional information

Any additional information

“Additional extracurricular masterclasses and other sessions will be held onsite for the equivalent of 2 hours per week for this course for students who would like to come onsite for these sessions”.

Course Director: Dr Emily Ngan Luong

Email: ngane@lsbu.ac.uk

Original Course Specification

For reference, the following pages contain the original teaching and learning schedule of this course, prior to the changes implemented in response to Covid-19.

A. Course Information																							
Final award title(s)	MSc Marketing																						
Intermediate exit award title(s)	<ul style="list-style-type: none"> •PgCert Marketing •PgDip Marketing 																						
UCAS Code	Not Applicable	Course Code(s)	September Start FT 4154 January Start FT 5338 Sep & Jan start PT 4155																				
	London South Bank University																						
School	<input type="checkbox"/> ASC <input type="checkbox"/> ACI <input type="checkbox"/> BEA <input checked="" type="checkbox"/> BUS <input type="checkbox"/> ENG <input type="checkbox"/> HSC <input type="checkbox"/> LSS																						
Division	Management, Marketing & People																						
Course Director	Dr Charles Graham																						
Delivery site(s) for course(s)	<input checked="" type="checkbox"/> Southwark <input type="checkbox"/> Havering <input type="checkbox"/> Other: please specify																						
Mode(s) of delivery	<input checked="" type="checkbox"/> Full time <input checked="" type="checkbox"/> Part time <input type="checkbox"/> other please specify																						
Length of course/start and finish dates	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Mode</th> <th>Length years</th> <th>Start - month</th> <th>Finish - month</th> </tr> </thead> <tbody> <tr> <td>Full time</td> <td>1</td> <td>September January</td> <td>August April</td> </tr> <tr> <td>Full time with placement/ sandwich year</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Part time</td> <td>2</td> <td>September January</td> <td>June November</td> </tr> <tr> <td>Part time with Placement/ sandwich year</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>			Mode	Length years	Start - month	Finish - month	Full time	1	September January	August April	Full time with placement/ sandwich year				Part time	2	September January	June November	Part time with Placement/ sandwich year			
Mode	Length years	Start - month	Finish - month																				
Full time	1	September January	August April																				
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Part time	2	September January	June November																				
Part time with Placement/ sandwich year																							
Is this course generally suitable for students on a Tier 4 visa?	Please complete the International Office questionnaire Yes Students are advised that the structure/nature of the course is suitable for those on a Tier 4 visa but other factors will be taken into account before a CAS number is allocated.																						
Approval dates:	Course(s) validated / Subject to validation	Validated																					
	Course specification last updated and signed off	September 2019 – MH																					

Professional, Statutory & Regulatory Body accreditation		
Reference points:	Internal	Corporate Strategy 2015-2020 Academic Quality and Enhancement Manual School Strategy LSBU Academic Regulations
	External	QAA Quality Code for Higher Education 2018 Framework for Higher Education Qualifications Subject Benchmark Statements (Dated) PSRB Competitions and Markets Authority SEEC Level Descriptors 2016
B. Course Aims and Features		
Distinctive features of course	<ul style="list-style-type: none"> • Enables the transition of non-specialists into the professional discipline of marketing; • Combines marketing specialist knowledge with cross-functional management knowledge; • An extensive programme of guest lectures from leading marketing companies; • Engagement with professional bodies such as the Chartered Institute of Marketing (CIM) and the Institute of Direct and Digital Marketing (IDM) • A programme taught by experienced research informed academics; • Applied teaching and learning; • Two residential weekends; • The opportunity to engage in enterprise and consultancy practice; • Opportunity to carry out a project that suits the student's career needs; • Multiple start dates and modes of delivery to suit; • Opportunities to network and develop connectivity with our postgraduate research and enterprise community; • Based in the heart of London; • Personal tutoring 	
Course Aims	<p>The MSc Marketing aims to:</p> <ol style="list-style-type: none"> 1. Enable non-specialists to become marketing decision-makers 2. Develop mastery of the complex, specialised area of marketing management through the delivery of advanced knowledge and skills 3. Expose participants to the latest developments in marketing theories and practice in order to develop analytical judgement and critical awareness. 4. Build upon students' diverse personal and professional experiences as vehicles for learning, including peer group learning, team working and effective management skills 5. Develop skills for change, decision-making, adaptation, enterprise and sustainability in a dynamic and complex international business environment. 6. Facilitate the development of cross-cultural intelligence in an increasingly multicultural globalised business environment 	

	<p>7. Develop the capacity for personal and professional development, through an integration of academic specialist knowledge and skills in consultancy, enterprise and business ethics.</p> <p>8. Develop knowledge of a variety of marketing analysis techniques, including the ability to select and use critically appropriate analytical tools in different business situations</p> <p>9. Equip participants with a range of research skills and develop their ability to generate creative and resourceful solutions to problems via the adoption of intellectually rigorous methods of enquiry</p>
<p>Course Learning Outcomes</p>	<p>a) Students will have knowledge and understanding of: A1- The role of marketing, its relationship with other business functions and its impact on organisational performance A2- Deep and systematic theoretical approaches to marketing management and how that knowledge base may be interpreted A3- Current methodological approaches to enable the pursuit of theory development in the area of marketing management.</p> <p>b) Students will develop their intellectual skills such that they are able to: B1- use ideas at a higher level of abstraction in order to develop new approaches to marketing management in practice B2- Design and undertake substantial investigations, critically evaluating the effectiveness of the methodological approach B3 - Synthesize ideas or information in innovative ways to generate arrange of transformative solutions in marketing management. B4 - Critically recognise and argue for alternative approaches.</p> <p>c) Students will acquire and develop practical skills such that they are able to: C1- Autonomously implement and evaluate marketing performance improvements responding to innovative best practice C2- Clarifying tasks and resolving likely conflict situations when working in a team C3- Incorporate a critical ethical dimension in practice and manage the implications of ethical dilemmas in marketing, working with others in a variety of settings.</p>
<p style="text-align: center;">C. Teaching and Learning Strategy</p> <ul style="list-style-type: none"> - Lectures, seminars and workshops: Lectures will provide up-to-date subject knowledge. Interactive seminars and workshops will support lectures and have a strong focus on small group activities to encourage the active participation of students throughout the course developing peer learning, the sharing of knowledge and best practice, and support networks amongst a diverse student body. - Applied learning: Teaching, learning and assessment is applied. A case study approach to learning is used in modules. Where possible, live case studies are brought into the classroom and external stakeholders provide feedback to student-generated solutions. - Marketing skills: The course relies heavily on experiential teaching and learning, particularly the use of live marketing case studies in collaboration with major marketing organisations addressing current marketing decision-making problems. 	

- Opportunity to become members of professional bodies: The course has been designed to be accredited by the Chartered Institute of Marketing (CIM) and the University is an accredited Graduate Gateway. Successful graduates gain exemptions from CIM modules.
- Research and enterprise skills: Research and enterprise skills are developed throughout the student's journey. From the 'Creativity, Enterprise and Innovation', 'Curiosity, Creativity and Research' and 'Research In Action' modules through to the 'Capstone Business Project' students have the opportunity to identify areas of interest, explore and develop ideas in a supportive environment. Any students wanting to develop entrepreneurial ideas can receive additional support from the LSBU Enterprise Centre.
- Master classes: A series of master classes delivered by external experts in the various specialist fields will be delivered throughout the academic year enabling our students to engage with contemporary marketing issues.
- Research Today! Seminars: All postgraduate students are able to attend our monthly Research Today! Seminars and network with the School's research community and share and develop ideas which will support their studies.
- Residential weekends: Two residential events will support students learning and development. Each residential will go to support student research, enterprise and personal development.
- Personal tutors: All students have the option to have a personal tutor to support them with any challenges they face during their journey with LSBU.
- Self-managed learning: Self-managed learning activities to supplement and consolidate classroom based activity include: reading texts and relevant journals, application of knowledge to additional problem based exercises, engaging in coursework, group discussion, review of key topics, blogs and reflective journals.
- The Virtual Learning Environment (VLE): The School intends to expand its use of technology for learning and assessment at all levels. The School aims to use digital technology to increase academic support for students to improve the efficiency of our teaching and assessment processes; and eventually to transform student learning so that the student experience becomes truly 'blended' and extends well beyond the use of the VLE as merely a document repository.

D. Assessment

Formative assessment activities provide opportunity for developmental feedback and reflective learning and are a key feature of teaching and learning strategy throughout the course, to ensure students engage in a process of continuous learning. Examples of formative feedback within this programme include:

- evaluation of subject knowledge and understanding via seminar questions / exercises and self-evaluation;
- peer to peer feedback;
- student led seminars;
- blogs and on line debates;
- poster presentations;
- submissions of draft work for tutor feedback

Summative assessment is used to assess skills, knowledge and understanding. Summative assessment strategies are diverse and a combination of assessment approaches are used to assess the learning outcomes of the course. Traditional modes of assessments such as essays, individual reports and the Capstone Business Project are augmented by the use of case studies and business simulations, group work and presentations. The modules will be assessed by a combination of group and individual reports, presentations, pitches, debates, spread sheet analysis and reflections applied to case studies.

There are no exams in this course and there is only one component of assessment per module.

E. Academic Regulations

The University's Academic Regulations apply for this course.

F. Entry Requirements

- Bachelor degree equivalent to UK Second Class Honours Lower Division in any subject area (business or non-business related).
- We welcome qualifications from around the world. English language qualifications for international students: IELTS score of 6.5.

G. Course structure(s)

Course overview

MSc Marketing – Full time (also see Appendices A and B for FT and PT course diagrams)

	Semester 1		Semester 2	
Level 7	Creativity, Enterprise and Innovation (compulsory)	10	Corporate Strategy for Marketing (compulsory)	20
	Curiosity, Creativity and Research (compulsory)	10	Marketing Management and Planning (compulsory)	20
	Contemporary Marketing Theories and Concepts (compulsory)	20	Research in Action (compulsory)	10
	Cross-Cultural Consumer Behaviour (compulsory)	20	Management Consultancy in a Global Environment (compulsory)	10
			Managing Virtual Work (optional)	10
			Everyday Sustainability for Business (optional)	10
			Global Operations and Logistics (optional)	10
			Digital and Social Media Marketing (optional)	10
			Marketing Science (optional)	10

			Effective Business Negotiation (optional)	10
			Public Relations (optional)	10
			Government and Markets (optional)	10
			Marketing for SMEs (optional)	10
			Brand Management (optional)	10
			Internship (optional)	20
			Capstone Business Project (compulsory)	40

MSc Marketing – Part time

	Semester 1		Semester 2	
Level 7 Year 1	Creativity, Enterprise and Innovation (compulsory)	10	Cross-Cultural Consumer Behaviour (compulsory)	20
	Curiosity, Creativity and Research (compulsory)	10	Corporate Strategy for Marketing (compulsory)	20
	Contemporary Marketing Theories and Concepts (compulsory)	20	One optional module	10
Level 7 Year 2	Marketing Management and Planning (compulsory)	20	Capstone Business Project	40
	Research in Action (compulsory)	10		
	Management Consultancy in a Global Environment (compulsory)	10		
	One optional module	10		

Placements information

There is no placement on this course. However, all students have the option to study for a 20 credit Internship (instead of taking two 10 credit optional modules). This module allows the student to gain valuable work experience while studying for a master's degree. Responsibility for securing the work placement lies with the student. However, the student is supported during the search process and when the student is actually working. The work placement should have some direct bearing on what the student is studying - a student studying MSc Marketing would be expected to secure an internship with some connection with aspects of marketing within the business community. Part-time students wishing to take the 20 credit Internship module are required to either negotiate 90 working hours in a professional marketing role either at their current employer or with an alternative organisation. It is the students' responsibility to timetable these 90 hours around their other commitments and agree the timetable with the placement module coordinator and the employability team.

H. Course Modules

Module Code	Module Title	Level	Semester	Credit value	Assessment
MBA_7_CEI (validated)	Creativity, Enterprise and Innovation	7	Core	10	Coursework
MBA_7_CCR (validated)	Curiosity, Creativity and Research	7	Core	10	Coursework
TBC (new)	Contemporary Marketing Theories and Concepts	7	Core	20	Coursework
TBC (new)	Cross-Cultural Consumer Behaviour	7	Core	20	Coursework
TBC (new)	Corporate Strategy for Marketing	7	Core	20	Coursework
TBC (new)	Marketing Management and Planning	7	Core	20	Coursework
MBA_7_RIA (validated)	Research in Action	7	Core	10	Coursework
MBA_7_MCG (validated)	Management Consultancy in a Global Environment	7	Core	10	Coursework
MBA_7_CBP (validated)	Capstone Business Project	7	Core	40	Coursework
BBM_7_MVW (validated)	Managing Virtual Work	7	Option	10	Coursework
BBM_7_ESB (validated)	Everyday Sustainability for Business	7	Option	10	Coursework
MBA_7_GOL (validated)	Global Operations and Logistics	7	Option	10	Coursework
TBC (new)	Digital and Social Media Marketing	7	Option	10	Coursework
TBC (new)	Marketing Science	7	Option	10	Coursework
TBC (new)	Effective Business Negotiation	7	Option	10	Coursework
TBC (new)	Brand Management	7	Option	10	Coursework
TBC (new)	Public Relations	7	Option	10	Coursework
TBC (new)	Corporate Lobbying for Marketing	7	Option	10	Coursework

TBC (new)	Marketing for SMEs	7	Option	10	Coursework
TBC (new)	Internship	7	Option	20	Coursework
Any other validated PG 10cr optional module in the School of Business					

I. Timetable information

Timetables will depend on the choice of options, and will be provided to students about two weeks in advance of each semester.

J. Costs and financial support

Tuition fees/financial support/accommodation and living costs

All of your course notes and learning materials are provided to you via our VLE, however you will be expected to purchase the core texts for each module and to supply your own stationery.

The university does have IT resources in the library (PCs & laptops) which you can use, however it would be beneficial to you if you had your own lap top device which you can use both in the classroom and for private study.

If you spend time away from the University on a placement or an internship then the cost of travel and suitable business attire is not included within your fee.

Tuition fees/financial support/accommodation and living costs 

Information on tuition fees/financial support can be found by clicking on the following link :

<http://www.lsbu.ac.uk/courses/undergraduate/fees-and-funding>

or

<http://www.lsbu.ac.uk/courses/postgraduate/fees-and-funding>

Information on living costs and accommodation can be found by clicking the following link-

<https://my.lsbu.ac.uk/my/portal/Student-Life-Centre/International-Students/Starting-at-LSBU/#expenses>

List of Appendices

Appendix A: MSc Marketing Course Diagram (FT)

Appendix B: MSc Marketing Course Diagram (PT)

Appendix C: Curriculum Map

Appendix D: Personal Development Planning (postgraduate courses)

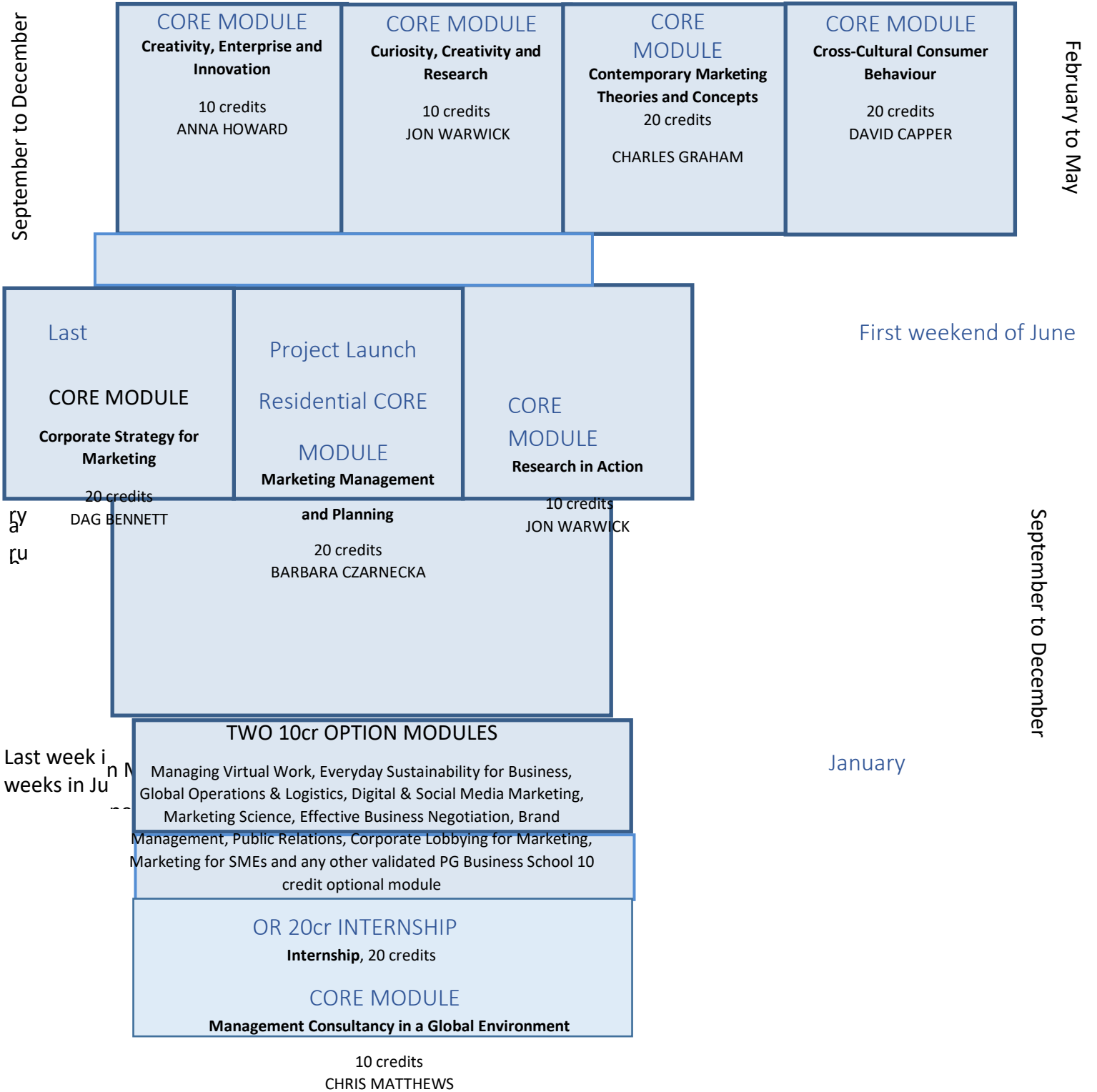
Appendix E: Terminology

Appendix F: International Office Tier 4 Visa Assessment Questionnaire.

Appendix A: MSc Marketing Course Diagram (FT)

September Start

January Start



Last weekend in June Project Escalator Residential

Last weekend in January

Submit ten
weeks'

CORE MODULE

Capstone Business Project

40 credits

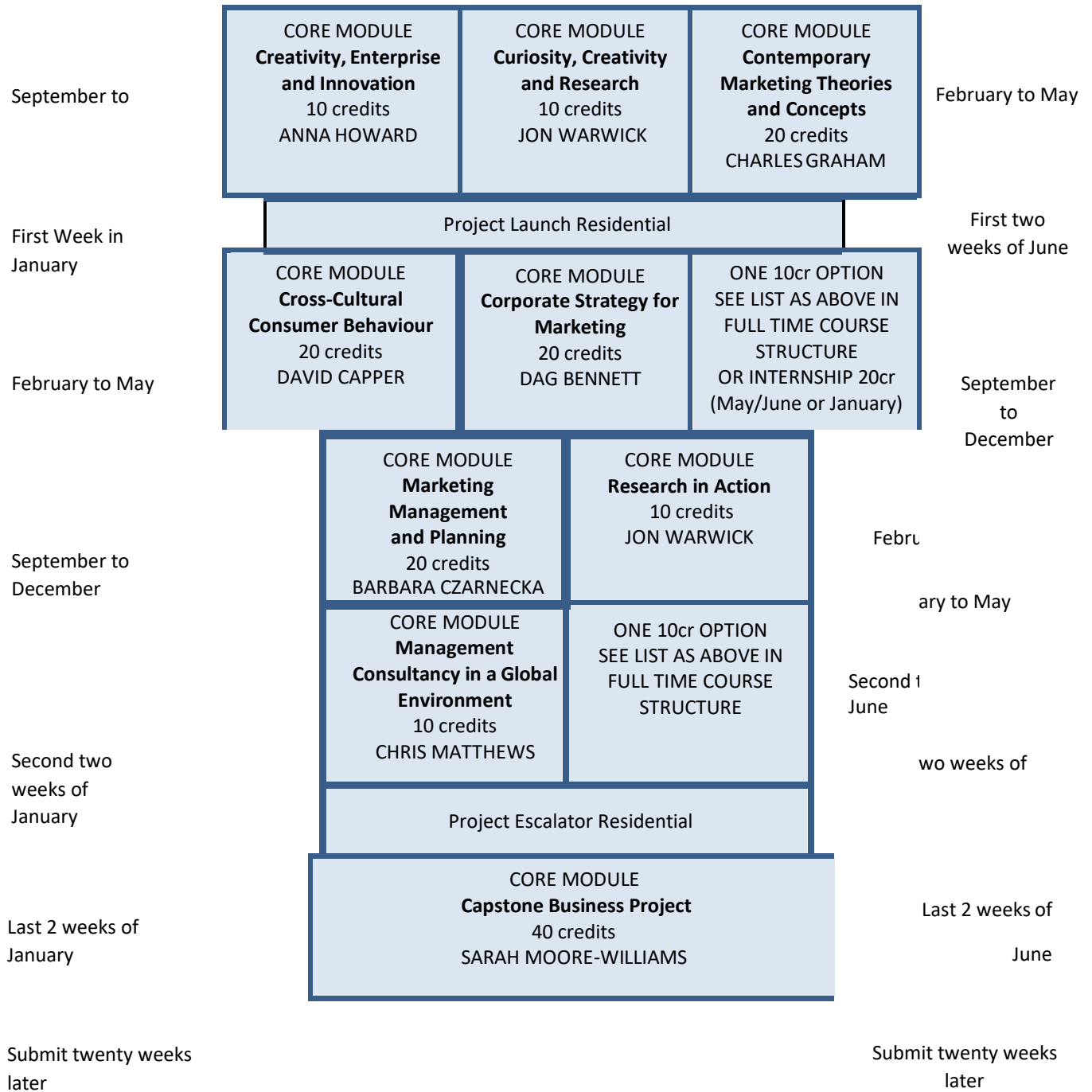
SARAH MOORE-WILLIAMS

Submit ten
weeks'
after

Appendix B: MSc Marketing Course Diagram (PT)

September Start

January Start



Appendix C: Curriculum Map

This map provides a design aid to help course teams identify where course outcomes are being developed, taught and assessed within the course. It also provides a checklist for quality assurance purposes and may be used in validation, accreditation and external examining processes. Making the learning outcomes explicit will also help students to monitor their own learning and development as the course progresses.

Modules			A1	A2	A3	B1	B2	B3	B4	C1	C2	C3
Level	Title	Code										
7	Creativity, Enterprise and Innovation	MBA_7_CEI	TDA				TDA		D	TDA	D	
7	Curiosity, Creativity and Research	MBA_7_CCR			TDA	TDA	TDA		A			TDA
7	Contemporary Marketing Theories and Concepts.	TBC	TDA	TDA	TDA	TDA			TDA	TDA	D	D
7	Cross-Cultural Consumer Behaviour	TBC	TDA	TDA		TDA		TDA	TDA		D	TD
7	Corporate Strategy for Marketing	TBC	TDA				TDA			TDA		
7	Marketing Management and Planning	TBC		TDA	TDA			TDA	TDA			TDA
7	Research in Action	MBA_7_RIA			TDA	TDA	TDA		A			TDA
7	Management Consultancy in a G. Env.	MBA_7_MCG	D			TDA	TDA	TDA	TDA	DA	DA	D
7	Capstone Business Project	MBA_7_CBP	DA	DA	DA	A	DA	DA	DA			DA
7	Digital and Social Media Marketing	TBC	TDA			D	TDA	TDA		TD	TDA	
7	Marketing Science	TBC	TDA		TDA		TDA		TDA	TD	D	
7	Effective Business Negotiation	TBC			TDA					TDA		D
7	Brand Management	TBC		TDA				TDA	TDA	TDA		D
7	Public Relations	TBC			TDA		TDA				D	
7	Corporate Lobbying for Marketing	TBC	TDA				TDA	TDA		TD	D	
7	Marketing for SMEs	TBC	TDA					TDA			D	
7	Internship	TBC					TDA		TDA	TDA	D	TDA

Appendix D: Personal Development Planning

Approach to PDP	Level 7
1 Supporting the development and recognition of skills through a personal tutor system.	Students will be allocated personal tutors who will monitor their development throughout the course with sign posting to additional support as needed, to support them with any challenges they face during their journey with LSBU.
2 Supporting the development and recognition of skills in academic modules/modules.	The course Induction lays the foundation for skills development that operates throughout the programme (and where resources exist) to support skills development within the university. The course has a clear focus on research within the marketing domain and so skills development in the acquisition, storage, and analysis of information in all its forms is developed in a number of modules, in particular “Curiosity, Creativity and Research”, “Research in Action” and the Capstone Project. A second strand of skills development is evident through the course’s specialist modules. A third strand of skills relating to more general business acumen is developed through the common option modules shared across other postgraduate courses. Support is provided through the residential and extra curricula activity ‘masterclass’ programmes running alongside core academic provision.
3 Supporting the development and recognition of skills through purpose designed modules.	All modules combine theory and skills development, as outlined in the previous section. Students will have the opportunity to develop the practical skills related to contemporary marketing management through extensive links with professional bodies (e.g. CIM, IDM IoD).
4 Supporting the development and recognition of skills through research projects and dissertation work.	The study of research methods and the completion of the Capstone Project are central to the award of the Masters qualification. This will involve students in all aspects of the design and specification of research projects, including methodological choices, data collection and analysis and issues relating to personal and business ethics. Presentation and communication skills are also developed and tested through the research methods modules and the Capstone Project and support for the development of these skills is provided during the two residenceals.
5 Supporting the development and recognition of career management skills.	The course is designed to allow students to bring their own prior experiences into discussion and the use of guest lecturers and real case studies will emphasise the practical skills that underpin effective decision-making. The programme develops group-working skills and encourages personal reflection, and self-organisation, essential for successful dissertation research work. All students have access to the university’s central resources for skills development and career planning.

<p>6 Supporting the development and recognition of career management skills through work placement or work experience.</p>	<p>The course has opportunities for work placement, but, as described previously, the sharing of prior experiences of students and the use of guest lecturers and live case studies will provide access, at least in part, to the necessary skills and experience required of marketing managers in the contemporary workplace.</p>
<p>7 Supporting the development of skills by recognising that they can be cultivated through extra curricula activities.</p>	<p>Students will be made aware of relevant public industry activities taking place outside the university. This would include seminars, talks and presentations at other universities and project management organisations, professional body events, conferences etc. Relevant publications available electronically or through the university library will be highlighted to students. In addition students will have access to the School's extensive programme of extra-curricular activities that includes the Research Today seminar series, the series of Masterclasses, student membership of the Institute of Directors, the opportunity to apply for work in the Business Solutions Centre etc.</p>
<p>8 Supporting the development of skills and attitudes as a basis for continuing professional development.</p>	<p>Students will be introduced to their professional bodies in the marketing management discipline. The postgraduate marketing programmes will be accredited with either the CIM or the IDM or both and students will be advised of the accreditation processes, how their programme of study maps to the development opportunities provided by these bodies, and the benefits of membership. Students will be able to take part in a range of CIM activities throughout the year.</p>
<p>9 Other approaches to personal development planning.</p>	<p>To support personal development, all students have access to the university's central learning resources, which provide services relating to Library, IT Support, Skills for Learning, Student Advice, and Employability and Careers.</p>
<p>10 The means by which self-reflection, evaluation and planned development is supported e.g. electronic or paper-based learning log or diary.</p>	<p>Self-reflection is embedded throughout the course both in modules (for example in Creativity, Enterprise and Innovation), within the residential workshops, and through the development and execution of the Capstone Project.</p>

Appendix E: Terminology

[Please provide a selection of definitions according to your own course and context to help prospective students who may not be familiar with terms used in higher education. Some examples are listed below]

awarding body	a UK higher education provider (typically a university) with the power to award higher education qualifications such as degrees
bursary	a financial award made to students to support their studies; sometimes used interchangeably with 'scholarship'
collaborative provision	a formal arrangement between a degree-awarding body and a partner organisation, allowing for the latter to provide higher education on behalf of the former
compulsory module	a module that students are required to take
contact hours	the time allocated to direct contact between a student and a member of staff through, for example, timetabled lectures, seminars and tutorials
coursework	student work that contributes towards the final result but is not assessed by written examination
current students	students enrolled on a course who have not yet completed their studies or been awarded their qualification
delivery organisation	an organisation that delivers learning opportunities on behalf of a degree-awarding body
distance-learning course	a course of study that does not involve face-to-face contact between students and tutors
extracurricular	activities undertaken by students outside their studies
feedback (on assessment)	advice to students following their completion of a piece of assessed or examined work
formative assessment	a type of assessment designed to help students learn more effectively, to progress in their studies and to prepare for summative assessment; formative assessment does not contribute to the final mark, grade or class of degree awarded to students

higher education provider	organisations that deliver higher education
independent learning	learning that occurs outside the classroom that might include preparation for scheduled sessions, follow-up work, wider reading or practice, completion of assessment tasks, or revision
intensity of study	the time taken to complete a part-time course compared to the equivalent full-time version: for example, half-time study would equate to 0.5 intensity of study
lecture	a presentation or talk on a particular topic; in general lectures involve larger groups of students than seminars and tutorials
learning zone	a flexible student space that supports independent and social learning
material information	information students need to make an informed decision, such as about what and where to study
mode of study	different ways of studying, such as full-time, part-time, e-learning or work-based learning
modular course	a course delivered using modules
module	a self-contained, formally structured unit of study, with a coherent and explicit set of learning outcomes and assessment criteria; some providers use the word 'course' or 'course unit' to refer to individual modules
national teaching fellowship	a national award for individuals who have made an outstanding impact on student learning and the teaching profession
navigability (of websites)	the ease with which users can obtain the information they require from a website
optional module	a module or course unit that students choose to take
performance (examinations)	a type of examination used in performance-based subjects such as drama and music
professional body	an organisation that oversees the activities of a particular profession and represents the interests of its members
prospective student	those applying or considering applying for any programme, at any level and employing any mode of study, with a higher education provider

regulated course	a course that is regulated by a regulatory body
regulatory body	an organisation recognised by government as being responsible for the regulation or approval of a particular range of issues and activities
scholarship	a type of bursary that recognises academic achievement and potential, and which is sometimes used interchangeably with 'bursary'
semester	either of the parts of an academic year that is divided into two for purposes of teaching and assessment (in contrast to division into terms)
seminar	seminars generally involve smaller numbers than lectures and enable students to engage in discussion of a particular topic and/or to explore it in more detail than might be covered in a lecture
summative assessment	formal assessment of students' work, contributing to the final result
term	any of the parts of an academic year that is divided into three or more for purposes of teaching and assessment (in contrast to division into semesters)
total study time	the total time required to study a module, unit or course, including all class contact, independent learning, revision and assessment
tutorial	one-to-one or small group supervision, feedback or detailed discussion on a particular topic or project
work/study placement	a planned period of experience outside the institution (for example, in a workplace or at another higher education institution) to help students develop particular skills, knowledge or understanding as part of their course
workload	see 'total study time'
written examination	a question or set of questions relating to a particular area of study to which candidates write answers usually (but not always) under timed conditions