

NOTTINGHAM COLLEGE



Central College
Nottingham



Course Specification

Basic Course Information

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| 1 | Awarding Institution | Nottingham Trent University |
| 2 | Academy/Campus: | Food, Drink and Visitor Services / City |
| 3 | Final Award: | FdA Hospitality Management (Hotels, Resorts and Restaurants) FdA Hospitality Management (Culinary Arts) FdA Hospitality Management (Events) FdA Hospitality Management (Pubs, Clubs and Nightclubs) |
| | Course Title: | FdA Hospitality Management |
| | Modes of Study | Full-time; Part-time |
| 4 | Normal Duration | Full-time 2 years; Part-time 3 years |
| 5 | UCAS code | Institution Code: N30 Campus Code: C JACS Code for Pathways: N226 - Hotels, Resorts and Restaurants (FdA/IHMHRR) D640 - Culinary Arts (FdA/IHMCA) N820 - Events (FdA/IHMEv) N227 - Pubs, Clubs and Nightclubs (FdA/IHMPCN) |

6 Overview and general educational aims of the course

The Foundation Degree Hospitality Management is designed to provide you with the academic and vocational skills for a career within the industry.

The course offers you four vocational pathways from which to choose at the start of the course:-

- Hotels, Resorts and Restaurants
- Culinary Arts
- Events
- Pubs, Clubs and Nightclubs
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All of the pathways rely on a central core of modules essential for the development of academic and vocational skills. This skills development is essential preparation for progression to either Honours Degree level courses or the world of work. To assist with this preparation all students will complete a period of work placement in an area associated with their chosen pathway.

In summary, the course is designed to meet the following aims:

- To develop a range of skills to enable you to progress into either a managerial position in the industry or onto an Honours Degree level course.
- To provide an intermediate, work-related, higher education qualification. The course has been designed in conjunction with employers to meet skill shortages at the higher technician and associate professional levels.
- To provide you with opportunities to investigate the areas of the industry in which your interests and future aspirations lie, and to enable you to work with a greater expertise and understanding
- To give an overview of the hospitality industry and provide the underpinning knowledge necessary to operate effectively within the industry
- To enhance your understanding of the importance of the hospitality industry within the services sector and gaining the effective skills necessary for employment and/or self employment

Course Outcomes

Course outcomes describe what you should know and be able to do by the end of your course if you take advantage of the opportunities for learning that we provide.

All of the following Course Outcomes have been developed in line with the Quality Assurance Agency's (QAA) Foundation Degree Benchmark Statement and the Benchmark Statement for Area 25 Hospitality, Leisure, Sport and Tourism (2016).

Knowledge and understanding

By the end of the course you should be able to:-

- A1 - Demonstrate knowledge and understanding of the various sectors of the hospitality industry and the way in which those sectors have developed. **(B)**
- A2 - Apply the range of knowledge and skills learnt throughout the course to the workplace. **(A)**
- A3 - Demonstrate ability to apply knowledge and understanding of underlying concepts and principles in a work context. **(A) (B)**
- A4 - Demonstrate knowledge of the main methods of enquiry in your field of study and ability to evaluate critically the appropriateness of different approaches to solving problems in your field of work, and apply these in a work context. **(A)**
- A5 - Understand the limits of your knowledge, and how this influences analyses and interpretations based on that knowledge in your field of study and in a work context. **(A) (B)**
- A6 – Understand the central role of the consumer and the service encounter within hospitality. **(B)**

Skills, qualities and attributes

By the end of the course you should be able to:-

- B1 - Successfully apply a range of skills in the workplace, including managing human, technical and specialist resources within hospitality. **(A) (B)**
- B2 - Use a range of established techniques to initiate and undertake critical analysis of information, and to propose solutions to problems arising from that analysis in your field of study and in a hospitality context **(A) (B)**
- B3 - Effectively communicate information, arguments and analysis, in a variety of forms, to specialist and non-specialist audiences; and deploy key techniques of the discipline effectively in your field of study and in a work context **(A) (B)**
- B4 - Demonstrate qualities and transferable skills necessary for employment and progression to other qualifications, requiring the exercise of personal responsibility and decision-making **(A)**
- B5 – Demonstrate an ability to carry out research into an area of the hospitality industry in which you have a specific interest **(B)**

Notes: **(A)** indicates those outcomes having specific reference to the QAA Foundation Degree Characteristics Statement, 2015. **(B)** QAA Foundation Degree Characteristics Statement, 2015.

8 Teaching and Learning Methods

Teaching and learning is centred on lectures supported by smaller group seminars that focus on the particular pathway chosen. Seminars will allow detailed focus on the particular pathway issues and will be student-led.

The Hotels, Resorts and Restaurant pathway and Culinary Arts students will have practical sessions to acquire competence in the principles of food and beverage preparation and service. These sessions will take place in the College's Adams Restaurant, Adams' and Clarendon kitchens.

The Pubs, Clubs and Nightclubs pathway students will have practical sessions in the Adams Restaurant and kitchen to acquire competence in associated skills.

The Events pathway students will participate in ncn "in house" events in their first year to appreciate the practical skills needed.

The period of work placement will allow you to further develop your practical skills.

The final year allows you to reflect on and evaluate your work placement. Analysis and problem-solving skills are then developed in the final year modules.

The delivery of the course is enhanced by the close links the Academy has with local hospitality companies.

9 Assessment Methods

The assessment programme has been designed to ensure that the learning outcomes for each module are assessed in an appropriate manner, whilst assessing you in a manner that suits your learning style and also prepares you for further study.

Knowledge and understanding are tested through unseen examinations, coursework reports, project reports and presentations.

Portfolios and presentations are used to verify your competence in skills, qualities and attributes. The Professional Development period is assessed in this way along with a reflective log.

A final year research project module allows you to combine many skills to produce findings about a particular area of interest.

As well as formal assessments, the course incorporates formative and diagnostic assessments – through which the staff can provide you with more informal feedback on your progress and development.

10 Course structure and curriculum

The course is studied on a 2 year full-time basis or 3 year part-time basis. If you choose to study the course via the 3 year part-time route, negotiation will take place with individual students to map out the most appropriate sequence for delivery. Part-time applicants should call 0115 9100100 for more details on how to apply.

The course is a Foundation Degree at HE Levels 4 and 5. Modules will be awarded 10, 20 or 30 credit points (see below). Students who only successfully complete

Level 4 of the course will be eligible for a Higher Certificate in Tourism Management (120 credit points). Students successfully completing all required Level 4 and Level 5 modules will obtain a Foundation Degree (240 credit points).

As an undergraduate course of study, it is designed to build effectively from related FE level 3 courses, or directly from previous career experience gained in industry.

Level 4

| Semester 1 - September to May | Semester 2 – May to September |
|--|-------------------------------|
| HMC401 Developing Business Skills [20] | |
| HMC402 Business Finance [20] | |
| HMC403 Managing the Service Encounter [20] | |
| HMC410 Legal Environment [20] | |
| TMC405 Personal Professional Development [1] [20] | |
| Pathway modules | |
| HMH406 Hotels, Resorts and Restaurants Operations [20] (Hotels, Resorts and Restaurants) | |
| HMG407 Culinary Operations [20] (Culinary Arts) | |
| HME408 Operational Events Management [20] (Events) | |
| HMP409 Kitchen, Cellar and Bar Operations [20] (Pubs, Clubs and Nightclubs) | |

Level 5

| Semester 1 | Semester 2 |
|--|---------------------------------------|
| HMC501 Personal Professional Development [2] [10] | |
| HMC505 Management Techniques [20] | HMC504 Human Resource Management [20] |
| HMC510 Entrepreneurship [20] | |
| HMC503 Managing Research Information [30] | |
| Pathway modules | |
| HMH506 Hospitality Management [20] (Hotels, Resorts and Restaurants) | |
| HMG507 Gastronomy [20] (Culinary Arts) | |
| HME508 Events Production Management [20] (Events) | |
| HMP509 Licensed Trade Management [20] (Pubs, Clubs and Nightclubs) | |

11 Admission to the course

The target groups for the Foundation Degree are:

- Applicants who have gained A level or level 3 FE qualifications and wish to continue into full-time higher education
- Mature applicants employed in the tourism industries and wishing to gain the Foundation Degree by either full, or part time study

For admission to the course you will need to have achieved between 120 and 240 UCAS points from one of the following:

- BTEC National Diploma or Extended Diploma in a related subject area
- At least two A Levels at A2
- International Baccalaureate

Or:

- Hold a relevant NVQ Level 3 qualification

Mature students with relevant experience and/or qualifications, including an Access to HE Diploma within a relevant subject area, are welcome to apply.

Mature applicants without formal qualifications will be required to attend an interview at which they should produce evidence of their capability to sustain the course successfully. Candidates not able to do this may be required to sit assessments of their ability to complete the course satisfactorily.

Mature students with relevant experience and/or qualifications, including an Access to HE Diploma within a relevant subject area, are welcome to apply.

International applicants will require equivalent Level 3 qualification and may require an IELTS score of at least 5.5, with no element less than 5.0, in addition to the standard entry criteria.

Equivalent scores from other English language tests will be considered.

Non-UK qualifications will be assessed in comparison to their UK equivalents.

Additional support for speakers of languages other than English is provided in two ways; general academic English classes are provided in addition to the normal classes, and also in addition to ordinary tutorials, technical tutorials are provided. These technical tutorials give international students the opportunity to have the technical language further explained.

Accreditation of Prior (Experiential) Learning (APEL) will be available for applicants who have substantial experience in the tourism sector and are able to provide evidence of their previous attainment of specific learning outcomes. Guidance will be taken from NTU's Academic Standards and Quality Handbook relating to Accreditation of Prior Learning (APL), which includes specific guidance on APEL for admission with advanced standing. Additionally, guidance on the definitions and boundaries, policies and procedures will be taken from the UK Quality Code for Higher Education, Chapter B6: Assessment of students and accreditation of prior learning, (December 2011). Any APEL decisions will be formally reported to the Examination Board.

Students who have recent relevant vocational experience and who have previously covered required competences and/or underpinning knowledge and understanding will be considered as individual cases.

12 Support for learning

At the start of the course there is an induction programme. The induction programme will introduce you to all the different types of support available to you. You will meet all the staff who will teach on the course. You will receive a course handbook which provides all the essential information about induction. Induction includes a 'Team Building Day' off-campus for all the Higher Education students within the Food, Drink and Visitor Services Academy.

The Course Leader, assisted by colleagues, oversees the enrolment process and you will be allocated a personal tutor who will monitor your progress on an individual basis. Course staff will assist you in finding a suitable industrial placement, which is an integral part of the course.

The Learning Centres (Libraries) continually update stock to ensure that they are fit for purpose and subscribe to many online journals to assist you with research. All Learning Centres are equipped with up-to-date computers and printing facilities. The ncn student intranet ensures effective communication between staff and students.

ncn operates an on-line Personal Development Planning system where you can define and explore your goals and map out ways to turn them into reality. It will enable you to articulate the skills you are developing now in order to open up opportunities for the future.

The Academic Coaching and Employability Skills (ACES) team will provide input via lectures and provide individual support.

Each module will have a module specification. This will identify the learning outcomes, the method of learning and teaching, the assessment structure and weighting and the learning resources that you might use. A module booklet containing the module specification, assessment details, scheme of work and learning resources will support each module.

13 Graduate destinations/employability

There is a wide range of career opportunities within the industry, along with the opportunity to continue your studies to a higher level. ncn offers a top-up degree, the BA (Hons) Service Sector Management, which is a one year full-time course (or two years part-time). There are also other top-up degrees available throughout the country.

The Academy has links with local, national and international companies who look for graduates to join their management training programmes.

The ncn Careers Advice Service also offers assistance to students wishing to follow a career outside the hospitality industry.

14 Course standards and quality

You will be given detailed written feedback on all assessed work. You will also be given verbal feedback on skills tasks carried out.

At the end of every module you will be asked to complete an evaluation form about that module.

A sample of assessed work is Internally Verified/double marked by another tutor.

An External Examiner approved by Nottingham Trent University visits the College and checks the standards and quality of provision, with an annual report submitted to NTU as awarding institution.

A Nottingham Trent University Verifier will also monitor and report on the standards and quality of the course on behalf of the awarding institution.

The Foundation Degree benchmarks set by the QAA have been incorporated into the course's learning outcomes. Reference has also been made to the relevant QAA subject benchmark statements.

The views of employers and professional bodies will be sought to maintain course currency, standards and quality.

15 Assessment regulations

This course is subject to ncn's HE Assessment Policy (located in the Handbook for Higher Education Students), a copy of which will be made available to you at induction.

16 Additional Information

Collaborative partner(s): Nottingham Trent University

Course referenced to national QAA Benchmark Statements: QAA Foundation Degree Characteristics Statement, 2015.

Course recognised by:

Date implemented: September 2017

Any additional information: