

## PROGRAMME SPECIFICATION

### Course record information

Name and level of final award:	MSc Purchasing and Supply Chain Management
	The MSc Purchasing and Supply Chain Management is a Master of Science degree that is Bologna FQ-EHEA second cycle degree or diploma compatible.
Name and level of intermediate awards:	Postgraduate Diploma in Purchasing and Supply Chain Management Postgraduate Certificate in Purchasing and Supply Chain Management
Awarding body/institution:	University of Westminster
Teaching Institution:	University of Westminster
Status of awarding body/institution:	Recognised Body
Location of delivery:	Marylebone Campus
Language of delivery and assessment:	English
Mode, length of study and normal starting month:	Full Time One year, Part time Two years
<a href="#">QAA subject benchmarking group(s)</a> :	QAA HE Subject Benchmark Statement for Masters Awards in Business and Management
Professional statutory or regulatory body:	Chartered Institute of Procurement and Supply
Date of course validation/review:	Validation: 4 <sup>th</sup> June 2009 Review: December 2014
Date of programme specification approval:	December 2014
Course Leader:	Rachel Lander
Course URL:	<a href="http://westminster.ac.uk/courses/postgraduate">westminster.ac.uk/courses/postgraduate</a>
Westminster Course Code:	SCMPSCM
JACS code:	
UKPASS code:	043393

## Admissions requirements

There are standard minimum [entry requirements](#) for all undergraduate courses. Students are advised to check the standard requirements for the most up-to-date information.

[westminster.ac.uk/courses/postgraduate/how-to-apply](http://westminster.ac.uk/courses/postgraduate/how-to-apply)

For most courses a decision will be made on the basis of your application form alone. However, for some courses the selection process may include an interview to demonstrate your strengths in addition to any formal entry requirements.

More information can be found here: [westminster.ac.uk/courses/postgraduate/how-to-apply](http://westminster.ac.uk/courses/postgraduate/how-to-apply)

## Aims of the course

The course aims to develop your understanding of Purchasing and Supply Chain Management by exploring the balance between theory, practical skills and knowledge to enable you to develop your career as outlined in Employment and further study opportunities below.

The course has been designed to provide you with an academically rigorous and vocationally relevant masters' programme in the discipline areas of Purchasing and Supply Chain Management. The programme provides opportunities for entry to and development of careers in Purchasing and Supply Chain Management and also provides a platform for study at doctoral level.

The course has been developed to meet current needs in organisations. Efficiency and risk management drivers have generated an increased awareness of the need to develop knowledge and skills of staff working in purchasing and supply chain management. Key aspects of the course address organisational improvement through focus on sustainable practice and on process integration in procurement and supply.

When you have completed the course, you will be able to demonstrate your ability to apply a range of analytical frameworks to problems, policy issues, case studies and other forms of assessment (including examinations). You will have written a project in the discipline of purchasing and/or supply chain management, in which you will have critically evaluated the current research and advanced scholarship in the discipline and dealt with complex issues in a way that can be clearly understood by specialist and non-specialist audiences.

Specific aims of the course are to:

1. Provide students with an advanced programme offering a balance of theory and practical skills, which will facilitate their intellectual and professional development as reflective practitioners in Purchasing and Supply Chain Management.
2. Enable students to master core concepts, principles, tools and techniques in Purchasing and Supply Chain Management.
3. Provide students with a critical appreciation of environmental, social justice and economic sustainability of organisations from a purchasing and supply chain management perspective.

4. Equip students with advanced research skills in Purchasing and Supply Chain Management.
5. Equip students with the necessary knowledge and skills (including analytical and practical skills) to achieve the appropriate level of postgraduate award and to continue your lifelong learning and career development.

### **Employment and further study opportunities**

Today's organisations need graduates with both good degrees and skills relevant to the workplace, ie employability skills. The University of Westminster is committed to developing employable graduates by ensuring that:

- Career development skills are embedded in all courses
- Opportunities for part-time work, placements and work-related learning activities are widely available to students
- Staff continue to widen and strengthen the University's links with employers in all sectors, involving them in curriculum design and encouraging their participation in other aspects of the University's career education and guidance provision
- Staff are provided with up-to-date data on labour market trends and employers' requirements, which will inform the service delivered to students.

This is a specialist Masters qualification. Students who successfully complete the course will be well placed to meet the challenges of the developing profession. Our students have excellent records of career achievement in both public and private sector, including blue chip companies.

### **Learning outcomes**

Learning outcomes are statements on what successful students have achieved as the result of learning. These threshold statements of achievement are linked to the knowledge, understanding and skills that a student will have gained on successfully completing a course.

#### **Knowledge and understanding**

- Develop a comprehensive understanding of Purchasing and Supply Chain Management concepts and principles and ability to apply these to address organisational needs.
- Enhance your awareness of the wider context within which supply chain decisions are made of the ways in which government, international institutions and regulatory bodies intervene in or influences these systems.
- Develop your understanding of the types of existing and emergent technologies utilised in purchasing and supply chain management and the impact of technology on purchasing and supply chain relationships.
- Develop a critical awareness of the difference between supply chains in the UK and those in other European countries

- Develop a critical awareness of the challenges of improving sustainability practice in purchasing and supply
- Develop a critical awareness of the role of information and information technologies in supporting operational and strategic requirements for competitive advantage
- Enhance your knowledge of the retail environment and the physical supply chain that serves it and the strategic issues that impact upon this
- Enhance your knowledge of the role of logistics service providers within the supply chain
- Enhance your knowledge and understanding of corporate financial reports and techniques for capital investment appraisal

### **Specific skills**

The course will specifically develop the ability to:

- reflect on and evaluate purchasing and supply chain issues and strategies.
- manage information by undertaking research tasks with minimum guidance
- develop digital competence through use a range of learning resources including internet, electronic databases, books, and journals
- learn independently, to manage own learning, time management, self-criticism and support of others
- construct a research strategy appropriate to the discipline
- identify problem essentials and take appropriate business decisions and construct action plans
- present information effectively both orally and in writing
- apply a range of analytical frameworks to problems, policy issues, case studies and other forms of assessment (including examinations).

Students will write a final project in Purchasing and/or Supply Chain Management. They will evaluate critically the current research and advanced scholarship in the discipline and deal with complex issues in a way that can be clearly understood by specialist and non-specialist audiences

### **Key transferable skills**

The University has recently formulated Graduate Attributes and addressed the distinctive characteristics that students graduating from the University should possess. For all graduates, the University's aspiration, adapted by the course for these key transferable skills, is stated as "Graduates will be able to demonstrate expertise in their subject, and disciplinary engagement and display characteristics of active lifelong learning; entrepreneurial and resilient professional leaders and engaged global citizens".

The MSc Purchasing and Supply Chain Management will develop skills in:

- The solution of complex problems in a systematic way, informed by a range of relevant knowledge, tools and techniques.
- The ability to recognise and address ethical dilemmas and corporate social responsibility issues, applying ethical and organisational values to situations.

- Analytical and numerical thinking and the ability to make appropriate use of numerical and statistical information.
- Application of interpersonal, group-working and leadership skills to enhance performance and enable effective working with other cultures.
- Engagement in a range of professional and academic communication processes, both oral and written, communicating clearly in writing and other media to specialist and non-specialist audiences as appropriate to the situation.
- Case study analysis.
- The ability to act autonomously in planning and implementing tasks in a professional setting.
- Reflection on personal performance and planning for personal development

## **Learning, teaching and assessment methods**

### **Learning**

The modules are delivered through a combination of lectures, seminars, case study analysis and group work. You will be encouraged to draw on your work experience where appropriate. In some modules, where appropriate, use is made of computer models for simulation. In some modules, fieldwork trips will form part of the learning activities on the module to support understanding of theory in practice.

### ***Course member participation***

In many modules, the tutor will ask for participation by course members in discussions of reading, of set topics or of issues, which arise during the session. Please be prepared to participate as it will help your own learning and it is an integral part of the design of many class sessions.

### **Independent Learning**

Independent Study is an aspect of learning that encourages you to learn to work on your own, adopt enquiry-led approaches to learning, develop individual learning habits and become self-aware about your own learning capabilities so that you become lifelong learners. Each module leader will give you guidance and support on this for the individual modules.

Preparation for class sessions is important. If a tutor sets preparatory work for a session, it will be assumed that the work has been done. If preparatory work has not been done, the design of the session will be undermined and its benefit to you will be reduced.

### **Group Work**

Working as a team is a key management skill and there will be many opportunities to develop your skills in this. Indeed for some modules group-working is assessed as it one of the learning outcomes. There will be guidance and training given in group-work, during Induction. Group working assessment will clearly state the individual from the group element to ensure against the danger of plagiarism.

## **Teaching**

The programme will use a variety of teaching methods including lectures, seminars and workshops, fieldwork visits and technology supported learning. Visiting speakers will be invited to present relevant topics from a practitioner's viewpoint. During the seminars, workshops and technology supported learning; students have the opportunity to investigate specific areas of interest within purchasing and supply chain management and discuss these with their peers and lecturers. Fieldwork visits are designed to give students an insight into practice of Purchasing and Supply Chain Management and support integrative learning of theory and practice.

The programme will also use a range of delivery methods including block mode and blended learning. Example schedules for this are given in the course handbook (part two of this document). Block Learning is delivered through the International Business Summer School at the University (One option module currently, but the course team reviews potential further course runs annually).

Blended learning will involve, for example, burst mode attendance, typically for two days followed by independent learning activities supported by lecturers using Blackboard or Google Apps. Blackboard currently supports Discussion Forums for students in addition to Wikis and Blogs, all of which can be used to support learning. These delivery methods are designed to meet the needs of part-time students in employment who may be following a non-traditional study pattern.

Students will be expected to develop a high degree of competence in analysis and problem solving using a range of information including numerical data and will use appropriate computer software as required. The use of practical business-based examples will be emphasised and students' own experience will be drawn upon where appropriate.

## **Assessment**

All modules except for Research Methods and Project Preparation and the Project have two components to the assessment; this is either 2 assignments or an assignment and an examination. A range of assessment methods are utilised in the Programme, individual assignments predominate, some may be team based, and others involve presentations. The examinations are over three hours, and are a mixture of open and closed examinations, some use pre-seen Case Study materials. In- class tests of two hours are also used, module leaders prepare students for this with directed revision.

## Course structure

This section shows the core and option modules available as part of the course and their credit value. Full-time Postgraduate students study 180 credits per year.

<b>Credit Level 7</b>				
<b>Module code</b>	<b>Module title</b>	<b>Status</b>	<b>UK credit</b>	<b>ECTS</b>
7BDIN004W	Purchasing Management	Core	20	10
7TRAN014W	Logistics and the External Environment	Core	20	10
7BDIN002W	Sustainable Supply and Procurement	Core	20	10
7BUSS012W	Research Methods and Project Preparation	Core	10	5
7TRAN014W	Logistics and the External Environment	Core	20	10
7ACCN018W	Financial Analysis for Managers	Core	20	10
7BDIN001W	Business Process Integration with SAP	Core	20	10
7TRAN022W	Retail Supply Chain Management	Core	20	10
7DIST001W	Supply Chain Management Project	Core	30	15
7PJMN005W	Project Management	Option	20	10
7BUCL001W	International Aspects of Business Law	Option	20	10
Award of Postgraduate Diploma in Purchasing and Supply Chain Management 120 credits from:				
<b>Module code</b>	<b>Module title</b>	<b>Status</b>	<b>UK credit</b>	<b>ECTS</b>
7BDIN004W	Purchasing Management	Core	20	10
7TRAN014W	Logistics and the External Environment	Core	20	10
7BDIN002W	Sustainable Supply and Procurement	Core	20	10
7BUSS012W	Research Methods and Project Preparation	Core	10	5
7TRAN014W	Logistics and the External Environment	Core	20	10
7ACCN018W	Financial Analysis for Managers	Core	20	10
7BDIN001W	Business Process Integration with SAP	Core	20	10
7TRAN022W	Retail Supply Chain Management	Core	20	10
7DIST001W	Supply Chain Management Project	Core	30	15

Award of Postgraduate Certificate in Purchasing and Supply Chain Management 60 credits from:				
Module code	Module title	Status	UK credit	ECTS
7BDIN004W	Purchasing Management	Core	20	10
7TRAN014W	Logistics and the External Environment	Core	20	10
7BDIN002W	Sustainable Supply and Procurement	Core	20	10
7BUSS012W	Research Methods and Project Preparation	Core	10	5
7TRAN014W	Logistics and the External Environment	Core	20	10
7ACCN018W	Financial Analysis for Managers	Core	20	10
7BDIN001W	Business Process Integration with SAP	Core	20	10
7TRAN022W	Retail Supply Chain Management	Core	20	10
7DIST001W	Supply Chain Management Project	Core	30	15

Please note: Not all option modules will necessarily be offered in any one year.

## Indicative Course Diagrams

### FULL TIME STUDENTS

#### Timetable Sem 1 & Sem 2

Full Time						
September Start	Sept	Purchasing Management	Sustainable Supply and Procurement	Logistics and the External Environment	Research Methods and Project Preparation	Option: Project Management
	Jan	Business Process Integration with SAP	Financial Analysis for Managers	Retail Supply Chain Management	Research Methods and PP AND Project	Option International Aspects of Business Law

Full Time						
January Start	Jan	Business Process Integration with	Financial Analysis for Managers	Retail Supply Chain Management	Research Methods and Project Prep.	Option Int. Aspects of Business Law
	Sept	Purchasing Management	Sustainable Supply and Procurement	Logistics and the External Environment	Research Methods and PP AND Project	Option Project Management available Semester 3

## PART TIME STUDENTS

Timetable Sem 1 & Sem 2

### September Start Students

Year 1	Sept	Core from Logistics and the External Environment or Sustainable Supply and Procurement	Further Core or Option Project Management
	Jan	Core From Retail Supply Chain Management or BPI with SAP	Research Methods and Project Preparation and Further Core or Option Intl. Aspects of Business Law
	June	Research Methods and Project Preparation	Option Project Management
Year 2	Sept	Purchasing Management	Further Core or Option Project Management AND Project
	Jan	Financial Analysis for Managers	Project

### January Start Students

Year 1	Jan	1 or 2 core modules from: Retail Supply Chain Management, Financial Analysis for Managers, BPI with SAP	Option if only one core taken: Intl. Aspects of Business Law
	June		Option Project Management
	Sept	1 or 2 core modules from Purchasing Management, Logistics and the External Environment and Sustainable Supply and Procurement	Option Project Management if not previously taken
Year 2	Jan	1 or 2 core modules from: Retail Supply Chain Management, Financial Analysis for Managers, BPI with SAP	Option Intl. Aspects of Business Law
	Sept	Core modules as necessary from Purchasing Management, Logistics and the External Environment and Sustainable Supply and Procurement	Option Project Management if necessary

## **Professional body accreditation**

The Course is accredited by the Chartered Institute of Procurement and Supply (CIPS). On successful completion of the Masters and with appropriate professional experience as specified by CIPS, Member status of the professional body can be attained.

## **Academic regulations**

The current Handbook of Academic Regulations is available at [westminster.ac.uk/academic-regulations](http://westminster.ac.uk/academic-regulations)

## **How will you be supported in your studies?**

### **Course Management**

Course Leader: Rachel Lander, M107, e-mail [C.Lander@westminster.ac.uk](mailto:C.Lander@westminster.ac.uk), Tel 0203 506 6590

### **Academic Support**

Upon arrival, an induction programme will introduce you to the staff responsible for the course, the campus on which you will be studying, the Library and IT facilities, additional support available and to your Faculty Registry Office. You will be provided with the Course Handbook, which provides detailed information about the course. Each course has a course leader or Director of Studies. All students enrolled on a full-time course and part time students registered for more than 60 credits a year have a personal tutor, who provides advice and guidance on academic matters. The University uses a Virtual Learning Environment called Blackboard where students access their course materials, and can communicate and collaborate with staff and other students

#### Learning Support

The Academic Learning Development Centre supports students in developing the skills required for higher education. As well as online resources in Blackboard, students have the opportunity to attend Study Skills workshops and one to one appointments.

Learning support includes four libraries, each holding a collection of resources related to the subjects taught at that site. Students<sup>1</sup> can search the entire library collection online through the Library Search service to find and reserve printed books, and access electronic resources (databases, e-journals, e-books). Students can choose to study in the libraries, which have areas for silent and group study, desktop computers, laptops for loan, photocopying and printing services. They can also choose from several computer rooms at each campus where desktop computers are available with the general and specialist software that supports the courses taught at their Faculty. Students can also securely connect their own laptops and mobile devices to the University wireless network.

### **Support Services**

The University of Westminster Student Affairs department provide advice and guidance on accommodation, financial and legal matters, personal counselling, health and disability issues, careers, specialist advice for international students and the chaplaincy providing multi-faith guidance. The University of Westminster Students' Union also provides a range of facilities to support students during their time at the University.

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<sup>1</sup> Students enrolled at Collaborative partners may have differing access due to licence agreements.

## **How do we ensure the quality of our courses and continuous improvement?**

The course was initially approved by a University Validation Panel in 2009. The panel included internal peers from the University, academic(s) from another university and a representative from industry. This helps to ensure the comparability of the course to those offered in other universities and the relevance to employers.

The course is also monitored each year by the Faculty to ensure it is running effectively and that issues which might affect the student experience have been appropriately addressed. Staff will consider evidence about the course, including the outcomes from Course Committees, evidence of student progression and achievement and the reports from external examiners, to evaluate the effectiveness of the course. Each Faculty puts in to place an action plan. This may for example include making changes on the way the module is taught, assessed or even how the course is structured in order to improve the course, in such cases an approval process is in place.

A Course review takes place periodically to ensure that the curriculum is up-to-date and that the skills gained on the course continue to be relevant to employers. Students meet with review panels to provide feedback on their experiences. Student feedback from previous years e.g. from Course Committees is also part of the evidence used to assess how the course has been running.

## **How do we act on student feedback?**

Student feedback is important to the University and student views are taken seriously. Student feedback is gathered in a variety of ways.

- Through Course Committees students have the opportunity to express their voice in the running of their course. Student representatives are elected to Committee to expressly represent the views of their peer. The University and the Students' Union work together to provide a full induction to the role of the student representatives.
- Each Faculty also has its own Faculty Student Forum with student representatives; this enables wider discussions across the Faculty. Student representatives are also represented on key Faculty and university committees.
- All students are invited to complete a questionnaire before the end of each module. The feedback from this will inform the module leader on the effectiveness of the module and highlight areas that could be enhanced.
- The University also has an annual Student Experience Survey which seeks the opinions of students about their course and University experience. Final year Undergraduate students will be asked to complete the National Student Survey which helps to inform the national university league tables.

## **For more information about this course please contact:**

Course Leader: Rachel Lander, M107, e-mail [C.Lander@westminster.ac.uk](mailto:C.Lander@westminster.ac.uk), tel 0203 506 6590

**Please note:** This programme specification provides a concise summary of the main features of the course and the learning outcomes that a student might reasonably be expected to achieve and demonstrate if s/he takes full advantage of the learning opportunities that are provided. This specification should be read in conjunction with the Course Handbook provided to students and Module Handbooks, which provide more detailed information on the specific learning outcomes, content, teaching, learning and assessment methods for each module.

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