

PROGRAMME SPECIFICATION

Course Record Information	
Name and level of final & intermediate Awards	MSc Purchasing and Supply Chain Management Postgraduate Diploma in Purchasing and Supply Chain Management Postgraduate Certificate in Purchasing and Supply Chain Management
Awarding Body	University of Westminster
Location of Delivery	Marylebone
Mode of Study	Full time , Part time
UW Course Code	
JACS Code	
QAA Subject Benchmark (where available)	QAA HE Subject Benchmark Statement for Masters Awards in Business and Management
Professional Body Accreditation (where appropriate)	Chartered Institute of Logistics and Transport (CILT) and Chartered Institute of Purchasing and Supply (CIPS) accreditation to be sought post validation
Date of initial course approval/last review	4 th June 2009
Date of next Review/Re-validation	
Date of Programme Specification	18 th May 2009
Admissions Requirements	
<p>Applicants should normally hold a first degree from a recognised institution (minimum 2.2), or international equivalent and demonstrate interest and motivation in the subject area. Alternative professional qualifications with at least two years relevant professional experience will also be considered. Directly relevant degree disciplines include business studies, economics, geography, management and operations research. However students interested in the programme but with qualifications in other disciplines (such as languages and the humanities, engineering and environmental sciences) may also apply.</p> <p>All international students, for whom English is not their first language, are required to provide evidence of linguistic ability, by achievement of IELTS 6.5 overall (with a minimum achievement of 6.0 in any element).</p>	

Accreditation of Prior Learning

The University operates a system of awarding credit for accredited prior learning either through formal study (APL) or experiential (APEL). Applications can be considered on an individual basis following acceptance on to the course, and any credit awarded for prior certificated or experiential learning will be notified to the Course Conferment Board. Students awarded any APL or APEL credits will not qualify for tuition fee reductions.

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.

Course Rationale and Philosophy

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. Cost control drivers have generated an increased awareness of the need to develop knowledge and skills of staff working in purchasing and supply chain management. A key aspect of the course is the focus on procurement and in particular the impact e-procurement can have on an organisation's cost base.

The increased emphasis in organisations on the external environment and social responsibility initiatives is also of importance to the course: professionals now need to improve their understanding of the impact of both external and internal initiatives on the supply chain.

The course content has been chosen to ensure that, first of all, you are provided with a good theoretical and practical grounding in Purchasing and Supply Chain Management. This is achieved in the first four cores, *Logistics and the External Environment*, *Purchasing Management*, *Retail Supply Chain Management* and *Green Logistics and Procurement*. The essential supporting professional practice knowledge you need is provided through the other two cores, *Business Process Integration with SAP* and *Financial Analysis for Managers*. *Business Process Integration with SAP* you to integrate knowledge of information technology applications with the business areas in which their application delivers organisational benefit with practical experience using SAP software of how business process integration is realised in organisations. *Financial Analysis for Managers* gives you the requisite professional financial acumen. The course option provides the opportunity for you to develop your professional and academic interests in either public procurement or legal issues in addition to offering a more general option in project management within business. The project module will require you to explore quite deeply the literature and analytical frameworks of purchasing and/or supply chain management using an appropriate research methodology, and to communicate your findings clearly in writing to both specialist and non-specialist audiences.

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.
2. Master core concepts, principles and techniques in Purchasing and Supply Chain Management.
3. Equip students with advanced research skills in Purchasing and Supply Chain Management.
4. 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.

Learning Outcomes of the Course are to:

1. Develop critical awareness of the strategic role of purchasing and supply chain management within the organisation
2. Enable critical evaluation of the impact on business of the regulatory and policy environment and develop ability to analyse and assess the impact of any changes to this environment.
3. Develop systematic understanding of knowledge of best practice in Purchasing and Supply Chain Management and the importance of business process/activity integration to support this.
4. Develop a comprehensive understanding of new technologies and techniques available to address current and future problems in Purchasing and Supply Chain Management.
5. Develop systematic understanding of knowledge and practice of the range of management skills required within Purchasing and Supply Chain Management.

Employment and Further Study Opportunities

There is a growing need in organisations for professionals with the knowledge and skills to identify problems and develop solutions within both purchasing and the wider supply chain.

Your study at Masters Level will have been informed by the forefront of knowledge within Purchasing and Supply Chain management. You will have shown originality in the application of this knowledge and understand how knowledge is advanced through research. You will be able to address complex issues both systematically and creatively and show originality in developing solutions to organisational problems.

You will acquire the qualities needed to either advance in your current employment, or gain new employment in today's complex and demanding environment where sound judgement, personal responsibility and initiative are sought.

After investing in and completing this course, areas of work that you could consider would include:

- Purchasing and contract management
 - Supply Chain Planning and Development
 - Operations Management
 - Research or further study
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Learning Outcomes

Learning outcomes are statements on what students are expected to have achieved as the result of learning. They 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.
- 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 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
- 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 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.

Teaching, Learning and Assessment Methods

The programme will use a variety of teaching methods including lectures, seminars and workshops 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.

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). 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.

The project gives students an opportunity to explore an area of particular interest. It will require them to explore the literature and analytical frameworks and use an appropriate research methodology. For this piece of work, each student will be allocated a tutor from the teaching team, who will provide personal tuition and guidance.

Students will be given access to course materials through Blackboard, a system used to enable on-line learning which complements and extends face-to-face contact between staff and course members. The system will be used to share essential learning resources – such as module administrative resources (module outlines, lecture notes, assignment briefs, etc.) and blended learning resources such as podcasts and discussion forums mediated by lecturers. The university is also moving to exploit google applications and these will be used where appropriate.

When not attending, students are required to carry out the work and reading set out in the module syllabuses, as well as working through seminar exercises, case studies and questions, using the Blackboard resources (discussion forums, wikis or blogs). They are urged to read widely, especially relevant academic and trade journals, so that they keep up-to-date with the latest published knowledge. This will be especially relevant when preparing their projects.

Each module syllabus details its assessment, rationale, criteria, methods and weightings. The assessment strategy takes into account the different modules on the programme. A range of methods such as individual reports, practical work, group reports, presentations, case studies, formal examinations and a research based dissertation of typically around 10,000 words. The assessment methods used reflect the learning outcomes of each module. Detailed assessment criteria are set out in the Course handbook, Appendix 2, Modules.

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 in the academic year. Part time students will normally complete the 180 credits in two academic years.

Credit Level 7

Module Title	Core/Option	Credit value
Logistics and the External Environment	Core	20
Purchasing Management	Core	20
Retail Supply Chain Management	Core	20
Business Process Integration With SAP	Core	20
Green Logistics and Procurement	Core	20
Financial Analysis for Managers	Core	20
Research Methods	Core	10
Project	Core	30
Elective 1*	Option	20

*** One electives to be chosen from the following specified options:**

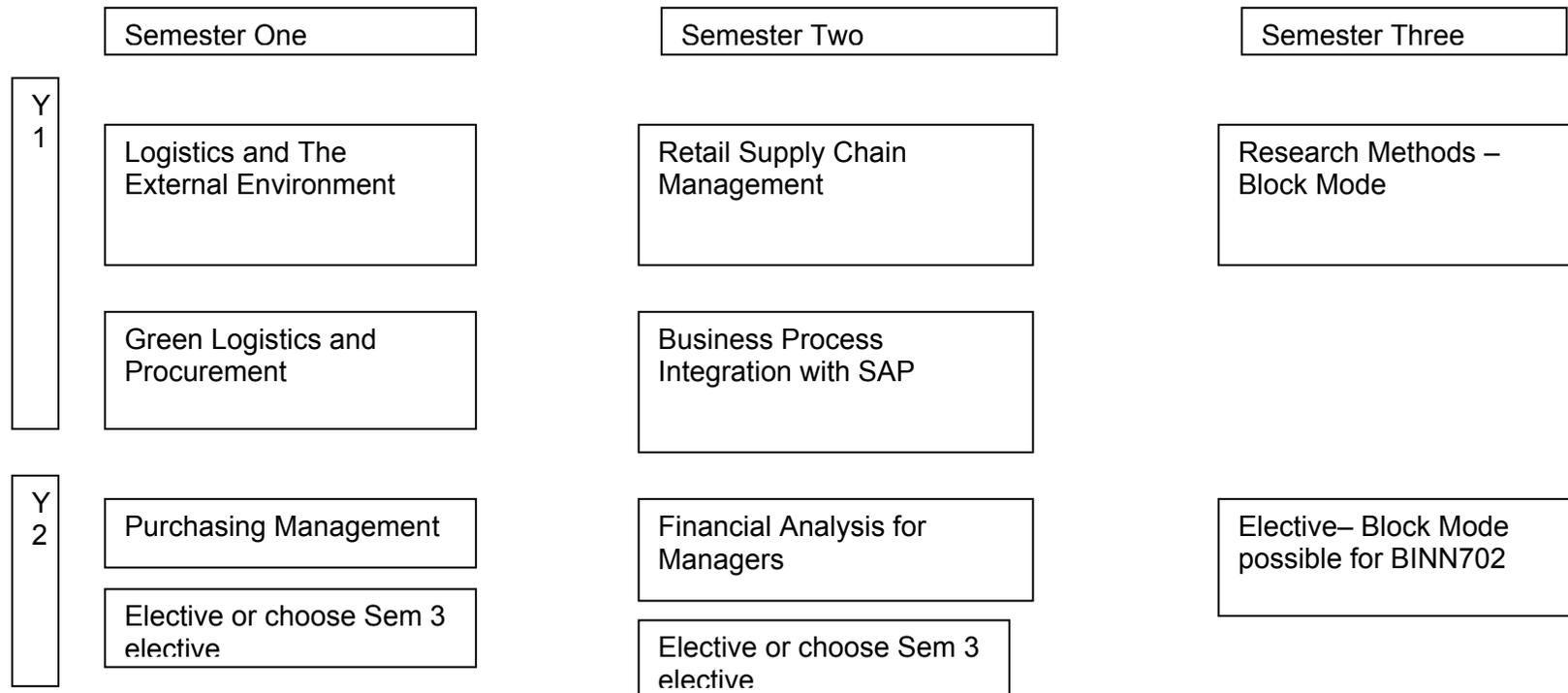
- Public Procurement
- Project Management
- International Aspects of Business Law
- Another WBS or SABE postgraduate module, with the permission of the course leader (note that students cannot choose MBA modules)

Note: electives will run subject to sufficient student demand.

Indicative course diagrams follow. There is further information on Blended Learning in the course handbook part 2 – teaching learning and assessment methods.

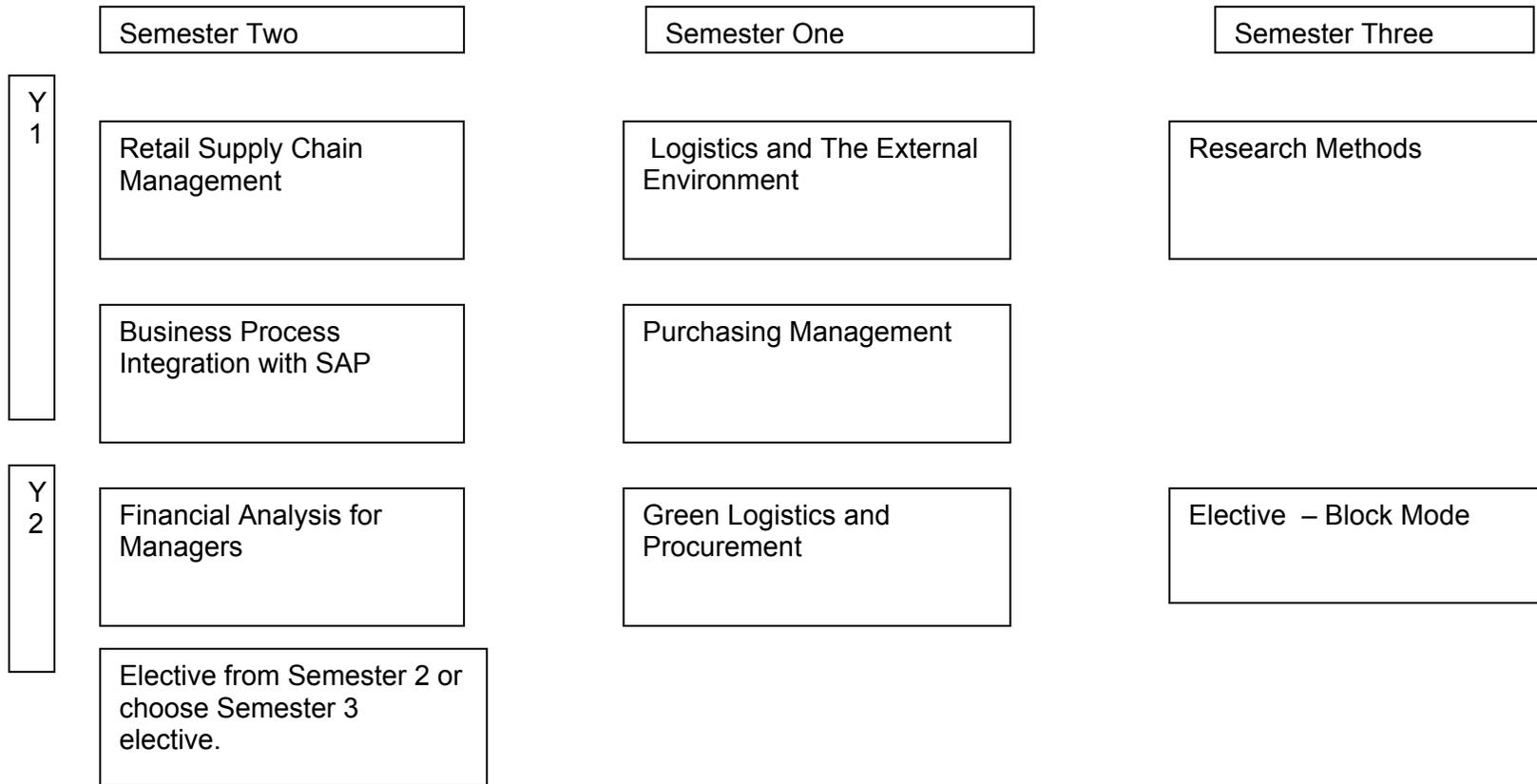
MSc Purchasing and Supply Chain Management – Indicative Course Diagrams

1. September Start Part-time



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2. January Start Part-time



MSc Purchasing and Supply Chain Management – Indicative Course Diagrams

3. September Start Full-time

Semester One

Logistics and The
External Environment

Purchasing Management

Green Logistics and
Procurement

Research Methods

Elective Semester 1

Semester Two

Retail Supply Chain
Management

Financial Analysis for
Managers

Business Process
Integration with SAP

Elective from semester 2

MSc Purchasing and Supply Chain Management – Indicative Course Diagrams

4. January Start Full-time

Semester Two

Retail Supply Chain Management

Financial Analysis for Managers

Business Process Integration with SAP

Research Methods

Elective possible

Semester Three

Research Methods – Block Mode

Elective – Block Mode

Core– Block Mode Jan start only or Sept start retrievers

Semester One

Logistics and The External Environment

Green Logistics and Procurement

Purchasing Management

Support for Students

Before they arrive, students will be sent preparation material containing pre-induction activities. On their arrival, an induction programme will introduce students to the staff responsible for the course, the site on which they will be studying, the Library and IT facilities and to the Post Graduate Administration. During the induction, some sessions are course specific and other sessions will be generic to all courses, enabling students to meet others outside their course.

Students will be provided with the Course Handbook, which provides detailed information about the course, and the Postgraduate Handbook of General Information. Students are also provided with details of the School's distinctive system for personal tutorial support under the Postgraduate Tutorial and Advice Office. This provides advice and guidance on matters to do with academic progress in the context of personal circumstances, aspirations and the study/work environment generally.

Learning support includes the Library which, across its four sites, holds 420,000 volumes, 2,500 journal subscriptions and numerous electronic resources including databases, e-journals and internet links. There are over 3500 computers spread over the four University campuses available for student use. The University uses a Virtual Learning Environment called Blackboard where students can access course materials and communicate with staff and other students via message boards.

At University level, Services for Students provide advice and guidance on accommodation, financial and legal matters, personal counselling, health and disability issues, careers and the chaplaincy providing multi-faith guidance. The International Education Office provides particular support for international students. The University of Westminster Students' Union also provides a range of facilities to support all students during their time at the University.

Reference Points for the course

Internal

Westminster Business School Curriculum and Curriculum and Assessment Enhancement Workshop & Action Plan 2009

Westminster Business School *Teaching, Learning and Assessment Policy 2007-11*

University of Westminster *Quality Assurance Handbook 2004*,

University of Westminster *Handbook of Academic Regulations, 2007*,

University of Westminster *Technology Enhanced Learning Strategy 2008*.

External, QAA Framework for Higher Education Qualifications in England, Wales and Northern Ireland 2008

QAA Benchmark statement for PG Qualifications in Business and Management

Chartered Institute of Purchasing and Supply: Awards and content

<http://www.cips.org/en-GB/Qualifications/assessments/awardscontent/>

Quality Management and Enhancement Course Management

The course is run by the Westminster Business School in collaboration with the Faculty of Architecture and the Built Environment.

- The Dean of Faculty (Dr. Barbara Allen) holds overall responsibility for the course and for other courses run by Westminster Business School;
- The Associate Dean of Teaching, Learning and Quality, David Hitchcock has responsibility for the postgraduate programme of the Westminster Business School as a whole;
- The Head of Department of Business Management and Operations (David Barnes), under which this course is classified, has responsibility to manage and monitor the Quality Assurance of courses, modules and other educational programmes in the Department in line with University and other relevant standards and regulations, and to ensure the continuous development of programmes, learning materials and staff to improve quality overall;
- The Course Leader has responsibility for the academic integrity of the programme. This includes the everyday management of the course, development of the curriculum, and ensuring the delivery in terms of quality control and equivalence of experience for course participants.

For certain purposes, such as the grouping of Courses under a Conferment board, and for annual monitoring, each PG course is classified under one of the School's five academic departments. The course is currently assigned to the Department of Business Information Management and Operations.

The School Office provides administrative support for the course.

Course approval, monitoring and review

The course was initially approved by a University Validation Panel in 2009. The Panel included internal peers from the University and external subject specialists from academia and industry to ensure the comparability of the course to those offered in other universities and the relevance to employers. The course will be subject to Periodic Course Review to help to ensure that the curriculum is up-to-date and that the skills gained on the course continue to be relevant to employers.

The course is monitored each year by the faculty to ensure that it is running effectively and that issues that might affect the student experience have been appropriately addressed. Staff will consider the outcomes from each Course Committee, evidence of student progression and achievement and the reports from External Examiners to evaluate the effectiveness of the course. The Quality Assurance and Enhancement Committee audits this process and the outcomes are reported to the Academic Council of the University, which has overall responsibility for the maintenance of quality and standards in the University.

Student involvement in Quality Assurance and Enhancement

Student feedback is important to the University and student comment is taken seriously. The most formal mechanism for feedback on the course is the course committee. Student representatives will be elected to sit on the committee to represent the views of their peer group in the discussions held at the committee. The University and the Students' Union work together to provide a full induction to the role of the Course Committee.

Students are asked to complete a module questionnaire at 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. In addition, all PG students on taught modules are now invited to participate in an online survey during Student Survey month. The Student Experience Survey (SES) population is first and second

year Undergraduates and taught Postgraduates.
Students meet with Review Panels when the periodic review of the course is conducted to provide oral feedback on their experience on the course.

For more information about this course:

Contact the Course Leader, Rachel Lander:email C.Lander@westminster.ac.uk

Visit the Westminster Business School webpage:

<http://www.westminster.ac.uk/schools/business>

Apply online via the course finder: <http://courses.westminster.ac.uk/>

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 provides more detailed information on the specific learning outcomes