

## **Degree Programme Specification**

### **Master of Science in International Shipping & Logistics**

### **Postgraduate Diploma in International Shipping & Logistics**

<b>1 Awarding Institution:</b>	University of Newcastle upon Tyne
<b>2 Teaching Institution:</b>	University of Newcastle upon Tyne
<b>3 Final Award:</b>	Master of Science Postgraduate Diploma
<b>4 Programme Title:</b>	International Shipping & Logistics
<b>5 Programme Accredited by:</b>	None at present – to be applied for
<b>6 UCAS Code:</b>	Not applicable
<b>7 QAA Subject Benchmarking Group(s)</b>	Not applicable
<b>8 Date of production/revision</b>	March 2004

## **9 Programme Aims**

The aim of this programme is to produce high quality graduates with:

- (i) well developed knowledge and understanding of international logistics and transport which will be of particular relevance to students from Hong Kong and the Asian where maritime transport, ports and shipping logistics is especially important
- (ii) skills relevant to current issues within the international logistics and transport sectors such that they will have the capacity, subsequently, to enhance the industry's knowledge base and improve its competitiveness
- (iii) skills, knowledge and techniques in both technically and commercially relevant areas so that they will be enabled to take on major responsibilities early in their careers
- (iv) the necessary advanced knowledge, theory, skills, techniques and acquaintance with international best practice to enhance the future development and efficiency of the logistics and transport industries.
- (v) an awareness of their professional responsibilities and a responsible attitude towards the needs of society and the environment in the application of their knowledge

It is an additional aim of the programme that its successful completion will exempt students from all or some examinations leading to professional recognition and accreditation from appropriate, internationally recognised bodies such as the Hong Kong branch of the Chartered Institute of Logistics and Transport (HKCILT), the Institute of Chartered Shipbrokers and the Chartered Institute of Purchasing and Supply. [This cannot be confirmed until after approval of the programme]

#### **10(a) Programme Intended Learning Outcomes Teaching, Learning and Assessment Strategies**

##### **A. Knowledge and Understanding:**

The programme provides opportunities for students to develop and demonstrate a good knowledge and understanding of:

- A1 Advanced techniques and methodological developments within international logistics and transport.
- A2 Business applications of advanced techniques in logistics and international transport.
- A3 International practice and best practice in logistics and transport.
- A4 Management perspectives on environmental issues, safety, legislation and marine technology.
- A5 Economic and financial project evaluation systems and approaches.

##### *Teaching/learning methods and strategies:*

The primary means of imparting knowledge and understanding in all the above areas is through formal lectures supplemented by seminars and tutorials. The use of exercises (A2, A5), fieldwork (A2), case studies (A3, A4, A5) and interactive sessions (A1-A5) during the intensive period of formal teaching help to consolidate the student's learning. Student meetings with lecturing and tutorial staff allow students the opportunity to discuss issues and develop confidence in their knowledge and understanding (A1-A5). Students are encouraged to develop and broaden their knowledge and understanding by guided independent reading (A1-A5)

##### *Assessment strategy:*

Knowledge and understanding is primarily assessed via unseen written examination, module assignments (including oral presentations, exercises, case studies) that may be both summative and/or formative and, for MSc students, the dissertation. Where appropriate, peer group assessment will be employed.

##### **B. Subject-specific/professional skills:**

The programme provides opportunities for students to develop relevant subject-specific and professional skills which allow them to demonstrate their ability to:

- B1 Implement transport planning methodologies.
- B2 Competently use a number of software programs and databases used in the maritime industry.
- B3 Apply advanced technical aspects of transport economics, operational research and optimisation techniques to solve specific problems

B4 Apply project evaluation and resource management skills with particular expertise in techniques and issues relevant to the maritime industry.

And, for students gaining an MSc,

B5 The ability to plan, carry out, analyse and report on a piece of independent research

*Teaching/learning methods and strategies:*

Lectures and assessment exercises are designed as key elements for teaching subject specific skills (B1-B4). Exercises during the modules (both during and after the intensive formal period of teaching) are the key methods for enabling the students to obtain and improve all these important skills (B1-B4) in an integrative fashion, especially where these require the student to apply theoretical knowledge in a practical context using a variety of software. Students are encouraged to learn by application, both during each module and in work based, case-studies or simulated environment (B3, B4). The project and dissertation for MSc students allows students to develop skills specific to B5.

*Assessment strategy:*

Subject specific skills are essentially assessed via exercises (where appropriate), including e-learning exercises, simulation, peer assessed group work and more conventional module assignments (both summative and formative). A mixture of written examinations (either unseen or based on pre-delivered preparatory material and open-book examinations (possibly in day-long, totally flexible format) will be utilised. For MSc students, subject-specific skills will also be assessed via the project dissertation.

C. Cognitive Skills:

C1 Collation, analysis and evaluation of data.

C2 Problem specification and problem solving.

C3 Risk Assessment.

C4 Decision making ability in both theoretical and practical situations

*Teaching/learning methods and strategies:*

The basis for development of all cognitive skills C1-C4 is provided in lectures and the skills are developed through application in tutorial exercises, assignments and case studies. Undertaking the Research Skills module, carrying out their research project and preparing a dissertation will enable the MSc students to further enhance the research, data capture, collation and analysis skills (C1) that they would have already developed during the course of the taught modules.

*Assessment strategy:*

Cognitive skills are assessed through the various forms of tutorial exercises, assignment and examinations. For MSc students cognitive skills will also be closely assessed in the project dissertation as this will require students to clearly demonstrate problem identification and solving capability.

#### D. Key (transferable) Skills:

- D1. Improved communication and presentational skills (oral, aural, technology-based and language-based).
- D2 Awareness of international diversity in approach to logistics and transport and an appreciation of the underlying factors contributing to this
- D3 Time management skills, including the ability to meet deadlines.
- D4 Understanding of the importance of teamwork and how to develop and manage a successful approach to teamwork.
- D5 The ability to work and learn independently

#### *Teaching/learning methods and strategies:*

All modules on the programme will require students to study independently (D5), for example while carrying out specific exercises, studying recommended reading and searching information sources, and to meet deadlines through careful management of their time (D3). Communication and presentation skills (D1) will form an important part of all modules and many of these skills (D1-D3,D5) will be essential for the successful completion of the mini-project and dissertation modules by Diploma and MSc students, respectively. Most modules include group activities which will emulate a real-life working environment and promote team-working skills (D4). All skills will be developed through guidance from staff as well as practical implementation.

#### *Assessment strategy:*

Communication skills are the most assessed of the key skills, since written assessments and oral seminar presentations will be formally assessed. In some instances, group activities will have assessment incorporating a contribution of peer-group assessment and feedback relating to teamwork contribution. The other skills are not formally assessed in the programme although their implementation is essential for a student to successfully complete the taught element of the programme and the mini-project or dissertation.

### **11 Programme Structure, Features and Curriculum:**

The programmes are part time modular programmes consisting of 120 credits for the Diploma and 180 credits for the MSc. Both programmes will normally be completed within 2 years with a maximum time limit for completion of 5 years. All taught modules contribute 10 credits each to the programme with the mini-project and dissertation modules contributing 20 credits and 80 credits for the Diploma and MSc respectively. The Research Skills and Dissertation modules are compulsory and core for MSc students and the Mini-project has the same status for Diploma students: other modules are optional and are selected by the student to accumulate the appropriate total number of credits for the programme being studied. Research Methods is a pre-requisite for the Dissertation module and enrolment onto the latter is only possible after successful completion of the Research Methods and accumulation of 60 credits. All modules are approved by Newcastle University and have module leaders who are members of academic staff at Newcastle University. Most lectures will be delivered by Newcastle University staff although some modules may, in the normal way, have lectures delivered by experts from other institutions or industry. 100 hours of student study time are associated with every 10 credits studied.

There are no fixed stages for the programme. The programme is designed for students working full-time in industry and is therefore as flexible as possible. Students will be able to choose which modules to complete each year from the range of modules that are offered during the course of that year. Although the programme can be defined from the student's perspective as being virtually 'self-paced' there are limitations on the maximum period of registration for the programmes and the availability of modules, the majority of which are only available in alternate years. Appropriate induction and guidance will be provided to assist students in planning their programme of study such that it can be completed within the required period. In order to enhance flexibility, and permit any necessary resits to occur within a reasonable period of time, module examinations will be available for sitting in the year following module delivery as well as in the year in which delivery takes place.

All components of the programme will be delivered in Hong Kong based at Hong Kong University's School of Professional and Continuing Education (HKU SPACE). Taught modules will be delivered in block mode. Lecturers will deliver the formal taught component of modules within a period of 7-10 days and this will be followed by a period where students implement and enhance their learning by undertaking tutorial exercises, assignments, etc. Approved tutors based at HKU SPACE will support this latter period of study for each module together with support from lecturers via e-mail, telephone or Blackboard, Newcastle University's virtual learning environment to which all registered students will have full access.

Mini-projects and dissertations will be supervised by a combination of local and Newcastle University staff, with the former providing the more short-term, operational advice and information, probably on a direct face-to-face basis and the Newcastle staff providing more fundamental, strategic direction via e-mail, telephone, fax or video-conferencing, whichever is the most convenient for the parties concerned. All supervisors, both those in Newcastle and those in Hong Kong, and students will be given full briefing concerning the expectations for both supervisors and students and students will have individual meetings with Newcastle staff, whenever they are in Hong Kong, at which general progress in the programme and pastoral support matters will be considered and, if necessary, fed back to Newcastle for resolution by the degree programme director.

The range and balance of assessments varies between modules but the maximum of 60% of the overall module mark will be represented by a traditional unseen written examination. Formal examinations will be timetabled on completion of the module and will be supervised by approved tutors at HKU SPACE. Setting and marking of examinations and assignments will be the responsibility of the module leader and will be overseen by an External Examiner appointed by Newcastle University. Performance in examinations will be considered at Examination Boards meeting at the normal times of year for postgraduate programmes at Newcastle University. The MSc will be awarded at Pass, Merit or Distinction level subject to overall performance in assessment. The programmes are covered by Newcastle University's Examination Conventions for Taught Postgraduate Programmes and, since there are no formal stages within the programme, students are permitted to register for and study new modules while awaiting a resit opportunity.

### **Innovative features of the programmes**

The programme has a number of innovative features. In particular, it is:

- (i) Designed for graduates from a range of disciplines who are working full-time.
- (ii) Highly relevant to the needs of students in Hong Kong and elsewhere in Asia.
- (iii) Designed to include modules which are delivered and assessed by a wide variety of methods

## Curriculum and Structure

### International Shipping & Logistics MSc Programme Curriculum

Code	Module Name	Credit	Type C = Compulsory CC = Compulsory & Core O = Optional	Intended Learning Outcomes			
				A	B	C	D
MAR798	Research Skills	10	CC	1,4,5	2,4	1-4	1-3,5
MST880*	Dissertation in International Logistics and Transport	80	CC	1-5	2-4	1-4	1-5
CIV947 <sup>§</sup>	Freight Transport Planning and Management (ILT)	10	O	1-4	1-4	1-4	1-5
CIV940 <sup>‡</sup>	Management and Operation of public Transport Systems (ILT)	10	O	3,4	1-3	1-4	1-5
CIV714 <sup>‡</sup>	Transport Economics and Policy	10	O	1-5	1-4	1-4	1-5
MAR796 <sup>§</sup>	Marine Transport and Economics (ILT) <sup>§</sup>	10	O	1-5	1-4	1-4	1-5
MAR797 <sup>‡</sup>	Design and Analysis of Marine Transport Systems (ILT)	10	O	1-5	1-4	1-4	1-5
MST884 <sup>§</sup>	International Trade, Transport and Logistics	10	O	1-5	2-4	1-4	1-5
MST895 <sup>‡</sup>	Financial Management for International Transport	10	O	2,3,5	2-4	1-4	1-5
AEF808 <sup>§</sup>	Supply Chain Management (ILT)	10	O	1-5	1-4	1-4	1-5
MST882 <sup>§</sup>	Air Transport Management	10	O	2-5	2-4	1-4	1-5
AEF316 <sup>‡</sup>	International Strategic Marketing (ILT)	10	O	2-4	4	1-4	1-5
CIV946 <sup>§</sup>	The Economic & Financial Appraisal of Transport Activities (ILT)	10	O	1-5	2-4	1-4	1-5
MST883 <sup>‡</sup>	Port Management and Material Handling Systems	10	O	1-4	2-4	1-4	1-5

Note:

\* Enrolment for MST880 can only occur after the successful completion of MAR798 and only when the student has accumulated a total 60 credits

<sup>‡</sup> <sup>§</sup> Modules available in alternate years with <sup>§</sup> commencing 2004-05

### International Shipping & Logistics Diploma Programme Curriculum

Code	Module Name	Credit	Type C = Compulsory CC = Compulsory & Core O = Optional	Intended Learning Outcomes			
				A	B	C	D
MAR798	Research Skills (ILT)	10	O	1,4,5	2,4	1-4	1-3,5
MST881	Mini-Project in International Logistics and Transport	20	CC	3-5	2,4	1,2	1-5
CIV947 <sup>§</sup>	Freight Transport Planning and Management (ILT)	10	O	1-4	1-4	1-4	1-5
CIV940 <sup>‡</sup>	Management and Operation of public Transport Systems (ILT)	10	O	3,4	1-3	1-4	1-5
CIV714 <sup>‡</sup>	Transport Economics and Policy	10	O	1-5	1-4	1-4	1-5
MAR796 <sup>§</sup>	Marine Transport and Economics (ILT)	10	O	1-5	1-4	1-4	1-5
MAR797 <sup>‡</sup>	Design and Analysis of Marine Transport Systems (ILT)	10	O	1-5	1-4	1-4	1-5
MST884 <sup>§</sup>	International Trade, Transport and Logistic	10	O	1-5	2-4	1-4	1-5
MST895 <sup>‡</sup>	Financial Management for International Transport	10	O	2,3,5	2-4	1-4	1-5
AEF808 <sup>§</sup>	Supply Chain Management (ILT)	10	O	1-5	1-4	1-4	1-5
MST882 <sup>§</sup>	Air Transport Management	10	O	2-5	2-4	1-4	1-5
AEF316 <sup>‡</sup>	International Strategic Marketing (ILT)	10	O	2-4	4	1-4	1-5
CIV946 <sup>§</sup>	The Economic & Financial Appraisal of Transport Activities (ILT)	10	O	1-5	2-4	1-4	1-5
MST883 <sup>‡</sup>	Port Management and Material Handling Systems	10	O	1-4	2-4	1-4	1-5

Note:

<sup>‡</sup> <sup>§</sup> Modules available in alternate years with <sup>§</sup> commencing 2004-05

## **12 Criteria for Admission:**

### *A-Level and HKCEE Subjects and Grades*

A pass in Mathematics is preferred

### *Undergraduate Degree*

An honours degree in any relevant discipline at Class 2.2 or above.

### *Alternative entry qualifications*

Students with non standard entry qualifications will be considered on a case by case basis. Key criteria will be academic qualifications (equivalent to 2.2 Honours degree), relevant work experience, level of responsibility and leadership. Full membership of a relevant professional body will be accepted as a viable entry qualification.

### *Standard of English*

An applicant whose first language is not English will be required to satisfy the Degree Programme Director of an ability to understand and communicate in both written and spoken English. This can be achieved by providing evidence of an IELTS score of 6.5 or above or a TOEFL score of 575 or above. Alternative evidence for attaining a level of English that is deemed adequate for pursuing the programme of study will be considered on a case-by-case basis. The Degree Programme Director may require an applicant to attend a programme of instruction and reach a satisfactory standard in an internationally recognised test of English Language ability before being accepted onto the programme.

### *Admissions Policy*

All applicants, albeit under standard or non-standard entry, will be considered based on their academic qualifications and their relevant technical and/or industrial experience. All admissions will be undertaken in accordance with Newcastle University's equal opportunities policy as set out in the Degree Programme Handbook.

Applicants who do not meet the standard entry qualification, will be asked to submit a CV detailing academic qualifications and industrial experience. This will be reviewed by the Degree Programme Director on a case-by-case basis. Those not meeting entry standard levels may be advised on how the appropriate standard required can be achieved. The candidate will be informed of the outcome in writing.

## **13 Support for Students and their Learning:**

### *Induction*

Induction will be primarily via the local staff at HKU SPACE who will undertake an induction session with each student. Additional induction will be via the Degree Programme handbook and through the virtual learning environment, Blackboard or equivalent system. There will be a clearly identified programme administrator who can be contacted by telephone, fax or email.

### *Study skills support*

Study skills support will be offered via HKU SPACE and the Degree Programme handbook. Blackboard (or equivalent system) will also provide study skills information and support. Support will be available from the programme administrator and the academic staff. This support will be via email or face-to-face meetings with academic staff when they visit Hong Kong.

### *Academic support*

The Degree Programme handbook provides contact details for each module leader and their nominated deputy. Further academic support can be obtained during the intensive period of the module delivery, when the students have the opportunity to meet the academic staff involved, or from Hong Kong-based tutors. Each student will be allocated a local (Hong Kong) and Newcastle-based supervisor to provide guidance during the project and dissertation modules.

### *Pastoral support*

Direct pastoral support will be available via HKU SPACE and the local tutorial staff, the Programme Administrator and Programme Director.

### *Support for Special Needs*

Support for students with special needs will be offered by HKU SPACE and will be at least equivalent to that which would be available in Newcastle.

### *Learning resources*

The following learning resources will be made available to each student:

- Guided Reading Lists
- *Ad hoc* module handouts and more formal Module Handbooks
- Access to appropriate computing facilities
- Access to Web-based and physical libraries in every University in Hong Kong. [This is possible through a joint agreement of all the libraries in all the Hong Kong Universities].
- Additional specific, possibly electronically delivered, learning materials as appropriate.

## **14 Methods for evaluating and improving the quality and standards of teaching and learning:**

### *Module reviews*

Modules will be reviewed by the module leader either on an annual basis or after each module delivery (whichever is the longer period) following evaluation of student feedback. The review process will be monitored by the Board of Studies responsible for the programme.

### *Programme reviews*

Programme reviews will take place by the Board of Studies and will consider feedback from students, industry and module leaders.

### *External examiner reports*

External examiner reports will be supplied to the Board of Studies which will review the reports and identify, document and monitor any action identified as necessary.

### *Accreditation reports*

Any accreditation reports will be reviewed by the Board of Studies and any action identified as a result of the review will be documented and implemented.

### *Student evaluations*

Student evaluations will be sought on each module, on its completion, and on the overall programme, on a regular basis. Student evaluations will be considered by the Board of Studies.



### *Feedback Mechanisms*

There will be a Staff Student Committee which will discuss academic and pastoral matters relating to the programme and minutes from the Staff Student Committee will be considered by the Board of Studies. Student input to the Board of Studies will be encouraged via electronic communication and through regular discussions with academic staff when they are in Hong Kong. Feedback to the students about their comments and suggestions and also about other matters discussed at the Board of Studies will be provided promptly by the most appropriate method.

### *Faculty and University Review Mechanisms*

The quality of the programmes will be regularly reviewed through the following standard Newcastle University procedures:

- (i) Annual Monitoring Review
- (ii) Internal Subject Review
- (iii) Review of External Examiners' reports

In addition, the programmes' quality will be reviewed by relevant professional bodies (Hong Kong institutions including Ministry of Education, HK Chartered Institute of Logistics & Transport and UK institutions – Chartered institute of Purchasing and Supply, Institute of Chartered Shipbrokers) when they assess the appropriateness of the programmes for recognition and accreditation.

## **15 Regulation of Assessment**

### *Pass Marks*

The pass mark for all modules including the Dissertation and Mini-project modules is 50.

### *Course Requirements*

A student must pass all the taught modules, either outright or by compensation, and the Dissertation or Mini-Project in order to be eligible for award of the MSc or Postgraduate Diploma, respectively. One resit of each module is permitted and students can continue taking modules whilst waiting for the opportunity to resit.

### *Weighting of Modules*

All taught modules are worth 10 credits. The Dissertation module contributes 80 credits towards the MSc and the Mini-project 20 credits towards the Postgraduate Diploma.

### *Role of the External Examiner*

The External Examiner will be appointed, and will carry out the roles specified, in accordance with Newcastle University's standard procedures. These require the External Examiner *inter alia* to:

- (i) Approve examination questions
- (ii) Attend Board of Examiners meetings
- (iii) Review distance learning material (where appropriate).
- (iv) Report on the comparability of the programme with other postgraduate programmes.

## 16 Indicators of Quality and Standards:

### *Professional Accreditation Reports*

Approval of modules for CPD and forthcoming approval for the programme for full or partial exemption from the qualifying examinations of the relevant Professional bodies.

### *Internal Review Reports*

The reports from internal reviews undertaken at Newcastle and Hong Kong University.

*This specification provides a concise summary of the main features of the programme and of the learning outcomes that a typical student might reasonably be expected to achieve if she/he takes full advantage of the learning opportunities provided. The accuracy of the information contained is reviewed by the University and may be checked by the Quality Assurance Agency for Higher Education.*

In addition to the above, information relating to the course is provided in:

- The University Prospectus in paper and/or electronic format on the University's web pages ([www.ncl.ac.uk](http://www.ncl.ac.uk))
- The Degree Programme Regulations
- The Degree Programme Handbook