

# Economics and Business Management

BA Honours

Programme Handbook  
2020-2021

The University's Student Charter, requires that students are provided with a 'programme handbook which outlines any professional requirements, contact hours, mode of course delivery, assessment criteria, examination arrangements and regulations, academic guidance and support, and appeals and complaints procedures'. The purpose of this summary is to help you locate further details about this key information in your handbook. In the Business School the information will either be included in your Programme Handbook or in the UG Canvas Community under "UG Study Guide".

Average number of contact hours for this Stage / programme:	<i>Please see UG Study Guide in NUBS UG Community on Canvas</i>
Mode of delivery:	<i>Please see "Your Programme" section of your programme handbook on page 4.</i>
Normal notice period for changes to the timetable, including rescheduled classes:	<i>Please see UG Study Guide in NUBS UG Community on Canvas</i>
Normal notice period for changes to the curriculum or assessment:	<i>Please see UG Study Guide in NUBS UG Community on Canvas</i>
Normal deadline for feedback on submitted work (coursework):	<i>Please see UG Study Guide in NUBS UG Community on Canvas</i>
Normal deadline for feedback on examinations:	<i>Please see UG Study Guide in NUBS UG Community on Canvas</i>
Professional Accreditation:	<i>Please see your programme Canvas Community for up to date information</i>
Assessment methods and criteria:	<i>Please see your programme Canvas Community for up to date information</i>
Academic guidance and support:	<p><i>Please see UG Study Guide in NUBS UG Community on Canvas</i></p> <p><i>Please see "contacts" section of your programme handbook on page 13.</i></p>

## Welcome

Dear Student,

Welcome to the Economics and Business Management degree programme at Newcastle University, which combines the key concepts and techniques of economics with the theory and practice of modern business management. In particular, the fundamental tools of economics will provide you with a new perspective of thinking. Successful study of economics will make you think differently and provides a way of thinking that can be applied to wide-ranging issues such as the consequences of Brexit, climate change or the future of work. The degree provides a toolbox for lifelong learning and as such equips you with the skills needed to confront current debates as well as future challenges.

The Economics and Business Management degree programme is shaped by research expertise and covers a broad spectrum of areas relevant to understanding the world. The optional modules at Stages 2 and 3 demonstrate a wide range of applications and allows you the flexibility to choose a combination of modules to pursue areas of interest across both economics and business. Further, the degree is designed to ensure that as graduates you will be equipped with both technical knowledge and a range of transferrable skills that will be of value to future employers.

On behalf of all members of staff we are looking forward to having you here.

Best wishes,

Jonathan Jones

Degree Programme Director Economics and Business Management

## Use of Programme Handbook

The purpose of this handbook is to provide you with an overview of your Undergraduate degree programme. This handbook should be read in conjunction with the NUBS Undergraduate Canvas Community. Together, these will provide you with a guide to the facilities offered to you both by the School and the wider University and are designed to complement other information provided by the University.

This handbook provides an accurate picture of the programme at the time of writing, but this may be subject to minor change during the course of the academic year. You will be informed of any changes through the appropriate channels.

## Your Programme

This section aims to provide you with some key information on your degree programme. Generic information relating to undergraduate degrees can be found on the Business School Undergraduate Canvas Community <https://canvas.ncl.ac.uk/login/> in the *UG Study Guide*.

### What will my teaching programme be like in 2020/21?

We want you to get the most out of your teaching and learning and will do everything we can to

support you to do so. Your learning opportunities will be made up of a mixture of online and in-person, on-campus activities. In Semester one, as a result of physical distancing requirements, lecture materials will be delivered online as will many tutorials, seminars, workshops and labs. Our plan, where it's possible and safe to do so with 2-meter physical distancing in place, is to deliver up to three hours of in-person labs, seminars and tutorial teaching per week. We will review this at key points in the Semester and these reviews will inform our approach to Semester two teaching.

We recommend you regularly check the University website for the most up to date information at: <https://enquire.ncl.ac.uk/>

## Induction

There will be a three week Induction for your Undergraduate programme at the start of Semester 1, including sessions with your Degree Programme Director (DPD) and/or your Student Stage Co-ordinator (SSC) and your designated Personal Tutor. This period is also your opportunity to familiarise yourself with the University, the facilities available and check details such as your timetable. A full schedule will be available on the relevant programme pages in Canvas and published on the Business School Website <https://www.ncl.ac.uk/business/>

## About the Programme

All undergraduate degree programmes have a modular structure linked to a pattern for the academic year. This is based on a two Semester system located within a 3-term framework.

Each academic year of the degree programme is referred to as a Stage, so that you complete Stages 1, 2 and 3 of your degree. In each Stage of your degree you are required to study modules to a total credit value of 120, in accordance with degree programme regulations. A 20 credit module is equivalent to 200 notional hours of study.

## Programme Structure

Information on module content is available online at: [www.ncl.ac.uk/module-catalogue](http://www.ncl.ac.uk/module-catalogue), you can expect to be given further details of the content and assessments during the first lecture for each module.

### Mobility Year (Placement/ Study Abroad):

On completion of Stage 2 and before entering Stage 3, candidates may as part of their studies for the degree, complete a period of mobility activity. This could be:

- spend a year on a work placement with an approved organisation (minimum 9 months);
- complete a study abroad opportunity (2 Semesters);
- complete a combination of work placement and study abroad activity.

This is a fantastic opportunity to develop personal skills and gain an insight into working life or gain an international experience.

Students apply for a placement during Stage 2 of the degree programme, and if successful they will normally begin work by September of the academic year, finishing the following summer. The employer will provide induction and training activities as appropriate. Over the placement year there will be contact from staff from the University. Applications for Study Abroad opportunities can be made

in the autumn of Stage 2. For further information please visit the NUBS UG Canvas Community or contact [nubs.placementandstudyabroad@ncl.ac.uk](mailto:nubs.placementandstudyabroad@ncl.ac.uk).

During the mobility activity, students are required to complete and pass one 120 credit academic module, NBS3000: Business School Mobility Module. This module focuses on skills development during the mobility opportunity and asks students to reflect on their experiences. The module is assessed by means of written work.

It is the responsibility of individual students to make sure they meet the visa requirements of the country in which they plan to undertake a study/work placement. The University will withdraw UK student (Tier 4) visas for International students spending a year overseas. It will then be the sole responsibility of the student to re-apply, in a timely fashion, for a UK student (Tier 4) visa to return to Newcastle to complete their studies.

We encourage students to contact the Business School Student Experience team during Stage 1 or Semester 1 of Stage 2 to find out more about mobility opportunities:  
[nubs.placementandstudyabroad@ncl.ac.uk](mailto:nubs.placementandstudyabroad@ncl.ac.uk)

## Module Choice

The degree programme comprises a mixture of compulsory and optional modules. In addition, for assessment purposes some of these are defined as 'core' modules. Some modules have 'pre-requisites', in that they require other modules to have been studied previously.

For students other than those at Stage 1, University regulations require students to register their choice of modules for the academic year before the start of the Semester 2 assessment period in the preceding academic year. Any student who wishes to change his or her module selection may do so during the first week of teaching of Semester 1.

To assist with the process of making your module selection for Stages 2 and 3, we will hold module selection sessions after Easter and, information on modules is available from the University's web page. Full descriptions of each module, including the aims and outcomes, syllabus, skills developed, teaching methods and assessment methods, can be found in the Module Catalogue at [www.ncl.ac.uk/module-catalogue](http://www.ncl.ac.uk/module-catalogue). Each module will comprise a mix of teaching and learning methods, including independent study. The Module Catalogue gives the indicative number of hours for each module of scheduled learning and teaching (such as lectures/seminars) and guided independent study (such as assessment preparation/directed reading and research).

## Degree Programme Regulations

The degree programme regulations detail the modules to be studied on your degree and any progression requirements, such as the need to pass the taught modules of the degree before proceeding to dissertation. It is important that you read these and make sure you know the requirements of your undergraduate degree. Degree Programme regulations are available online: [www.ncl.ac.uk/regulations/programme/2020-2021/nubs.php](http://www.ncl.ac.uk/regulations/programme/2020-2021/nubs.php)

## Programme Specifications

A detailed description of the programme structure, programme aims and learning outcomes

can be found in the Programme Specifications online  
[www.ncl.ac.uk/regulations/programme/2020-2021/nubs.php](http://www.ncl.ac.uk/regulations/programme/2020-2021/nubs.php)

This includes information on the knowledge and understanding, intellectual skills, practical skills and transferable/key skills which you are expected to develop and demonstrate during your studies.

## Timetable and Communication

All modules are offered subject to the constraints of the timetable. Not all modules may be offered in all years and they are listed subject to availability. Module timetables can be viewed online at [www.ncl.ac.uk/timetable](http://www.ncl.ac.uk/timetable). The timetable website also gives information on how to understand and search for your individual timetable. You can also access your timetable using the Newcastle University App.

Canvas (<https://canvas.ncl.ac.uk/login/>) is the main online teaching tool and it is where you will find information for each module including module guides, lecture notes, seminar sheets, assessment details and general module announcements and information. You should make sure you check Canvas on a regular basis. You can also access Canvas using the Canvas App.

All students are assigned an email address and mailbox and this is the email that should be used for communication within the university (<https://www.ncl.ac.uk/itservice/email/>). You should make sure you check your university email on a regular basis.

## University Regulations

It is important that you familiarise yourself with the University Regulations, in particular the Undergraduate Progress Regulation and Examination Conventions which detail the regulations for study and award of an Undergraduate degree. This includes conditions for reassessment in failed modules and criteria for eligibility of an Undergraduate award. You are expected to read these and make yourself aware of their implications. The University Regulations are available online: <https://www.ncl.ac.uk/regulations/docs/>

### Degree classification

Candidates will be assessed for degree classification on the basis of all the modules taken at Stage 2 and Stage 3 with the weighting of the Stages being 1:2 for Stage 2 and Stage 3. The placement year and study abroad year are assessed on a pass/fail basis and do not contribute to the degree classification.

## Assessment

Details of the assessment pattern for each module are in the Module Outline Forms for each module, these can be accessed via the University Web Site at: [www.ncl.ac.uk/module-catalogue](http://www.ncl.ac.uk/module-catalogue)

The specific assessment criteria and any rubrics will be detailed in the individual module

folders on Canvas.

The assessment will depend on the individual module, and only some of these methods may apply to you, depending on which optional modules you chose in Stages 2 and 3. You can expect to be assessed by a variety of means, including examinations, assignments both individual and group, presentations and dissertation. The mix of assessment methods is to allow you to demonstrate your understanding of the knowledge outcomes of the programme and also your assimilation of the skills developed during your Undergraduate programme.

Details of assessment deadlines will be emailed to you within the first two weeks of term to allow you to plan your workload. You should familiarise yourself with the assignment submission procedures. Please note that work submitted after the specified deadline, even by just a few minutes, will be treated as a late submission in line with University policy.

Please see further details in the NUBS UG Study Guide in the UG Canvas Community regarding the late submission of assessed work.

To ensure the quality of our programmes the University appoints External Examiners in line with UK requirements. They help to ensure that the overall standard of the programme award is in line with other University Degrees, evaluate the assessment and marking and make observations and recommendations about the curriculum. To do this they are provided with programme documentation, they review student performance and the marking process through samples of assessed work, and meet with staff and students to discuss their experience. Your work may therefore be reviewed by an External Examiner. The External Examiners for your programme are detailed below:-

External Examiner	Institution	Position
Dr Simonetta Longhi	University of Reading	Associate Professor
Dr Don Egginton	University of Leicester	Associate Professor

## Assessment by Module

The assessments for the taught modules are summarised in the table below. Details of the assessment deadlines will be emailed within the first two weeks of term to allow you to plan your workload.

Module	Module Name	Type	Credit	Unseen Exam Sem 1*	Unseen Exam Sem 2*	Essay	In-Class Test	Other
ECO1002	Economic Analysis	Core	20		2.25h (70%)			Computer assessment (30%)
ECO1007	Statistical Methods for Economics	Core	20	1h (50%)	1h (25%)			Group project (25%)
ECO1010	Mathematics for Economics	Core	20	1h (20%)	2h (80%)			
ECO1018	Economic Applications	Compulsory	20		1.5h (70%)	2000 words (30%)		
BUS1001	Introduction to Management & Organisation	Core	20		1.5h (70%)	1500 words (30%)		
MKT1002	Introduction to Marketing	Core	20	1.5 h (50%)				Individual simulations (50%)
ECO2003	Economic Modelling	Core	20	1.5h (50%)	1.5h (50%)			
ECO2004	Microeconomic Analysis	Core	20	3h (100%)				
ECO2005	Macroeconomic Analysis	Core	20		3h (100%)			
BUS2029	Operation Strategy and Management	Core	20		2h (65%)	2000 words case study (35%)		
ECO2009	Econometric Analysis	Optional	20		2h (70%)			2000 word group report (30%)
ECO2008	International Economics	Optional	10	2h (100%)				
ECO2011	Economics of Regulation	Optional	10		2h (100%)			
ECO2013	Economic Evaluation and Investment	Optional	20		2h (60%)			Group report 4000-4500 words (40%)
ECO2017	Mathematical Economics	Optional	10	2h (100%)				
BUS2011	Business Enterprise	Optional	20					Group assignment – value proposition (Sem 1, 15%) Group assignment – Business Expo. Presentation (Sem 2, 35%) Portfolio (Sem 2, 50%)
BUS2017	Introduction to Innovation and Technology Management	Optional	20		2h (75%)			Group report (25%)
BUS2019	Understanding Work and Organisations	Optional	20		1.5h (50%)	2000 words (50%)		
BUS2040	Human Resource Management and the Future of Work	Optional	20			2000 words (50%)		Poster (50%)
MKT2001	Global Marketing	Optional	20			2000 words (50%)		Business report (50%)
MKT2009	Strategic Management	Optional	20			2000 words semester 1 (50%) 2000 words semester 2 (50%)		
ECO3001	Advanced Microeconomics	Compulsory	20		3h (100%)			



ECO3026	Industrial Economics and Policy	Compulsory	20		3h (100%)		
ECO3098	Placement Related Project†	Compulsory	20				Project (100%)
BUS3035	Contemporary Issues in International & Comparative Business†	Compulsory	20			2000 words semester 1 (50%) 2000 words semester 2 (50%)	
ECO3002	Advanced Macroeconomics	Optional	20		3h (100%)		
ECO3004	Labour Economics	Optional	20		2h (75%)	1000 words (25%)	
ECO3005	Behavioural Economics & Experimental Methods	Optional	20		2h (70%)	2000 words (30%)	
ECO3008	Advanced Econometric Analysis	Optional	10			2000 words (100%)	
ECO3010	Monetary Economics	Optional	10			2000 words (100%)	
ECO3014	Public Economics	Optional	20		3h (100%)		
ECO3017	Advanced Time Series Econometrics	Optional	10	2h (100%)			
ECO3018	Financial Economics	Optional	10		2h (100%)		
ECO3021	Economics of Risk and Uncertainty	Optional	10	2h (100%)			
ECO3032	Game Theory	Optional	10		2h (100%)		
ECO3033	Development Economics	Optional	20		2h (80%)		Group report (20%)
ECO3066	Environmental Economics	Optional	10			2000 words (100%)	
BUS3004	Business Information Systems	Optional	20		1.5h (50%)	2000 words (50%)	
BUS3021	International Human Resource Management	Optional	10			2000 words (100%)	
BUS3024	Critical Perspectives on Human Resource Management	Optional	10			2000 words (100%)	
BUS3027	Innovation and Creativity	Optional	20		2h (50%)	2000 words (50%)	
BUS3033	Critical Organisation Studies	Optional	10			2000 words (100%)	
BUS3054	Strategy, Organisations and Society	Optional	20		1.5h (50%)	2000 words (50%)	
MKT3006	Advertising and Integrated Brand Promotion	Optional	20			2000 words semester 1 (50%) 2000 words semester 2 (50%)	
MKT3012	Direct and Digital Marketing	Optional	20				2 x individual assignments (50% each)

\*The exam durations for Semester 1 exams are indicative of the time it should take to complete the tasks, but the exams will be online (for example via Canvas), and some will be available for up to 48 hours. More details will be confirmed by Module Leaders. For Semester 2 the mode of delivery of exams is to be confirmed.

†Choice of module depends upon whether student undertook a placement in Year

Please find below the undergraduate marking criteria for the HaSS faculty which indicates the criteria that are to be met for each degree classification for a range of different types of assessment. You should also refer to module information for module specific marking criteria.

<b>CLASS</b>	<b>MARK RANGE %</b>	<b>UNSEEN EXAMS</b>	<b>ASSESSED ESSAYS/ASSIGNMENTS</b>	<b>PLACEMENT RELATED PROJECT</b>
FIRST	100 80	An outstanding answer displaying critical thought and insight or a high level of numerical accuracy and analysis	Excellent level of understanding and depth of material. No errors.	Publishable quality, valuable original contribution to the discipline. High level of achievement demonstrating insight throughout the project.
	79 70	Perceptive, focused use of good depth of material. Original ideas or structure of argument.	Perceptive, focused use of good depth of material. Original ideas or structure of argument. Evidence of insight and depth of understanding	Perceptive analysis using considered choice of research methods and techniques, supported by critical review of relevant literature, and presented in a well structured framework.
SECOND UPPER	69 60	Perceptive treatment of the issues plus a coherent presentation with evidence of a broader understanding	Thorough, clear treatment shows understanding of arguments, contribution and context.	Thorough investigation of research topic using appropriate methods and techniques, supported by thorough review of relevant literature, and presented in a well-structured framework.
SECOND LOWER	59 50	A "correct" answer based largely on lecture material. Lacking in relevant detail but presented in an adequate framework. Small errors allowed.	Pedestrian treatment. A "correct" answer, lacking evidence of broader understanding. Some small errors allowed.	Limited or superficial analysis with some use of appropriate methods and techniques. Brief review of relevant literature. Presented in an adequate framework.
THIRD	49 40	Based almost entirely on lecture material but unstructured and with increasing error component.	Very basic approach to a narrow or misguided selection of material. Lacking in background or flawed in argument.	Limited or superficial analysis with errors in application or interpretation, but broadly appropriate choice of methods and techniques. Limited review of literature. Presented in an adequate framework.
FAIL	39 30	Errors of concept and scope or poor in knowledge, structure and expression ( as in a highly foreshortened answer with 3rd qualities)	Little or misdirected effort. Shallow and poorly presented. Lacking in conclusions or conclusions incorrect.	Little effort. Superficial write-up conveying little of the context or value of the research. Poor in knowledge, structure and expression.
	29 0	Significant inability to engage with the question or an answer to an imaginary question	Little or no adherence to assignment title	Significant inability to engage with research topic or very poorly defined topic. No reference to relevant literature. Very poorly structured.

## Student Voice

At the start of the academic year early in Semester 1, we will be seeking student representatives from your degree programme to join the undergraduate Student Voice Committee (SVC).

If you are interested in being a representative on the **Student Voice Committee** please contact the **Programme Secretary**.

The SVC is a meeting of the student representatives from your subject group with key academic staff and takes place usually four times a year.

If a student (or group of students) has a particular issue or concern regarding the teaching on their degree programme, the best and quickest route is for students and staff to resolve any issues informally.

For any other issues, the SVC is the forum where students (via student representatives) can present their views, issues and concerns. Issues raised by students at SVC are often then considered by the relevant Board of Studies.

Student representatives will also be invited to attend the Board of Studies meetings. These meetings look in detail at the structure, content and quality assurance of small groups of programmes and student representatives are invited to participate in discussions at these meetings with the teaching teams for their degree programme.

## Contact Information

### Address:

Newcastle University Business  
School 5 Barrack Road  
Newcastle upon Tyne  
NE1 4SE  
Telephone: (0191) 208 1500

### Degree Programme Director:

The Degree Programme Director (DPD) oversees your degree programme and can help you with questions about the programme as a whole.

### Dr Jonathan Jones

Room 3.02, Level 3 Business School  
Telephone: (0191) 208 1550  
Email: [Jonathan.Jones@newcastle.ac.uk](mailto:Jonathan.Jones@newcastle.ac.uk)

### Student Stage Co-ordinators:

Stage Co-ordinators are there to support the DPD with student-focussed activities relating to a particular Stage of the programme. The DPD will act as the Stage Co-ordinator for final year students. The Stage Co-ordinators for your programme are:

Stage 1: Till Weber. Email: [till.weber@newcastle.ac.uk](mailto:till.weber@newcastle.ac.uk)

Stage 2: Roberto Bonilla. Email: [roberto.bonilla@newcastle.ac.uk](mailto:roberto.bonilla@newcastle.ac.uk)

### Programme Support Team Email Address:

[economics.ug@newcastle.ac.uk](mailto:economics.ug@newcastle.ac.uk)

The programme support team is your main point of contact for administrative queries relating to your programme, such as information about procedures or deadlines.

### Personal Tutor:

You will be allocated a personal tutor in induction week and you can check who they are via the S3P system.

Additional information on your programme contacts can be found in the Programme Canvas Community.