Summary of programme commitments

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 the below summary is to help you locate further details about this key information. In the Business School, the information will either be included in your Programme Handbook or in the PG Canvas Community under “PG Study Guide”.

<table>
<thead>
<tr>
<th>Average number of contact hours for this stage / programme:</th>
<th>Please see PG Study Guide in NUBS PG Community on Canvas.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mode of delivery:</td>
<td>Please see “Your Programme” section of your programme handbook on page 3.</td>
</tr>
<tr>
<td>Normal notice period for changes to the timetable, including rescheduled classes:</td>
<td>Please see PG Study Guide in NUBS PG Community on Canvas.</td>
</tr>
<tr>
<td>Normal notice period for changes to the curriculum or assessment:</td>
<td>Please see PG Study Guide in NUBS PG Community on Canvas.</td>
</tr>
<tr>
<td>Normal deadline for feedback on submitted work (coursework):</td>
<td>Please see PG Study Guide in NUBS PG Community on Canvas.</td>
</tr>
<tr>
<td>Normal deadline for feedback on examinations:</td>
<td>Please see PG Study Guide in NUBS PG Community on Canvas.</td>
</tr>
<tr>
<td>Professional accreditation:</td>
<td>Please see your programme Canvas Community for up-to-date information.</td>
</tr>
<tr>
<td>Assessment methods and criteria:</td>
<td>Please see your programme Canvas Community for up-to-date information.</td>
</tr>
<tr>
<td>Academic guidance and support:</td>
<td>Please see PG Study Guide in NUBS PG Community on Canvas.</td>
</tr>
<tr>
<td></td>
<td>Please see “contacts” section of your programme handbook on page 10.</td>
</tr>
</tbody>
</table>
Use of Programme Handbook

The purpose of this handbook is to provide you with an overview of your Master’s degree programme. This handbook should be read in conjunction with the Newcastle University Business School ‘Postgraduate Study Guide’. Together, these documents 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 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 postgraduate degrees can be found on the Business School postgraduate Canvas Community in the PG Study Guide.

What will my teaching programme be like in 2022/23?

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. You will be learning through the following approach:

- present-in-person (PiP) – on-campus activities which show on your timetable and form the majority of your teaching hours
- synchronous – ‘live’ online sessions via Zoom or Teams which show on your timetable

Our 2022/23 modules are built with flexibility in mind in case we are required to reduce or suspend the on-campus and in-person teaching due to Government public health requirements. The University is reviewing the situation regularly and will inform you if the public health situation means any changes to delivery are necessary.

We recommend you regularly check the University’s Covid FAQ web pages for the most up-to-date information.

Induction Week

Your induction will include a combination of pre-arrival materials available online via Canvas and a main induction week with activities in person and online during 19–23 September 2022. This is followed up by extended induction activities to support you to settle into your studies as Semester 1 teaching gets underway.

Induction week will include sessions with your Degree Programme Director (DPD) and your designated Personal Tutor. This period is also your opportunity to familiarise yourself with the University, the facilities available and to check details such as your timetable. A full schedule will be available on the relevant programme pages in Canvas and published on the current students section of the Business School website.

About the Programme
The Dual Award in Advanced International Business Management is a 17-month, full-time, intensive modular programme, which aims to provide you with the opportunity to engage with the issues experienced by internationally orientated organisations. Within this context, attention is paid to the comparative analyses of countries, institutions, cultures and the strategic decision-making of companies operating within this environment.

More specifically, the programme aims to provide you with:

- the ability to apply your knowledge and understanding of international business management to complex issues, both systematically and creatively;
- an understanding of how to improve the quality of management, leadership and business practice within international organisations;
- an opportunity to engage in the advanced study of organisations, their management and the cultural context(s) in which they operate;
- the ability to critically evaluate these issues within the context of the activities of businesses, government and non-governmental organisations.

The degree has been designed for individuals who aspire to have a career in international business management and will practically prepare you for a range of positions in international, multi-national or transnational companies.

On a practical level, you will develop an understanding of, and apply skills in:

- multi-stakeholder perspectives in respect of the strategic management challenges brought about by increased globalisation including:
  - the implications of an international organisation (merger/acquisitions and alliances);
  - relationships between headquarters and subsidiaries;
  - and international aspects of corporate governance.
- the implications of leadership and top management team composition for managing within, and across, national borders;
- critical analysis in the context of the activities of business, government and non-governmental organisations.

Programme structure

**Semester 1 – Newcastle University Business School**

60 credits of taught modules are studied during Semester 1 at Newcastle University Business School, as detailed in the table below, of which NBS8268 and NBS8515 are core modules. An overview of module content is available online in the module catalogue and further details of the module structure will be given during the first lecture.

<table>
<thead>
<tr>
<th>Module</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NBS8268</td>
<td>Quantitative Methods for Business Research</td>
<td>10</td>
</tr>
<tr>
<td>NBS8515</td>
<td>Marketing Research for Dual Award</td>
<td>10</td>
</tr>
<tr>
<td>NBS8926</td>
<td>Managing Organisations and People</td>
<td>10</td>
</tr>
<tr>
<td>NBS8945</td>
<td>The International Business Environment</td>
<td>10</td>
</tr>
<tr>
<td>NBS8961</td>
<td>Managing Across Cultures</td>
<td>10</td>
</tr>
<tr>
<td>NBS8978</td>
<td>Strategy for Managers</td>
<td>10</td>
</tr>
</tbody>
</table>

**Semester 2 – Groningen University**

70 credits of taught modules are studied during Semester 2 in the Faculty of Economics and
Business at the University of Groningen. The table below shows a summary of the modules studied and further information will be provided by the University of Groningen. All modules taken in Groningen are core and must be passed. All students must study the following compulsory modules.

<table>
<thead>
<tr>
<th>Module</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>GRN8709</td>
<td>International Business Strategy</td>
<td>10</td>
</tr>
<tr>
<td>GRN8710</td>
<td>Research Seminar for IBM MSc</td>
<td>10</td>
</tr>
<tr>
<td>GRN8713</td>
<td>Managing Cultural Difference</td>
<td>10</td>
</tr>
<tr>
<td>GRN8716</td>
<td>Multinationals and Corporate Social Responsibility</td>
<td>10</td>
</tr>
</tbody>
</table>

GRN code numbers are provisional codes allocated by Newcastle University. University of Groningen refers to modules by descriptive title only.

In addition, students follow one of the following modules

<table>
<thead>
<tr>
<th>Module</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>GRN8700</td>
<td>Corporate Social Responsibility and Global Value Chain</td>
<td>10</td>
</tr>
<tr>
<td>GRN8711</td>
<td>Comparative Environmental Analysis</td>
<td>10</td>
</tr>
</tbody>
</table>

In addition, while in Groningen, students must choose two 10-credit elective modules (5 ECTS) from a list provided annually by the Degree Programme Director.

Please see a reminder of important information below regarding study in Groningen:

Admissions - request to student
To make an official Decree of Admission for the student, FEB Admissions need to receive the following: certified copies of the BSc degree and transcript. Because the stamp, date and signature must be original, the certified copies can only be sent by regular post. The certified copies should be sent by regular post before mid-January.

ISD - request to non-EU student
Please note that if a student needs a visa to enter The Netherlands, about EUR 11,000 has to be transferred to the University’s bank account. This is necessary to check whether the student has sufficient financial resources to support himself during the stay in the Netherlands. This money will be returned to the student (minus the visa and Residence Permit costs) once a Dutch bank account has been opened.

In October the students who need a visa will receive an immigration package which includes information about the exact amount and deadlines for uploading documents.

Dissertation
The dissertation is a major piece of work (15,000 words) designed to enable you to demonstrate your knowledge, understanding and skills gained from the programme by designing, carrying out and reporting on a research project. Following the preparation of your initial proposal, you will be allocated a supervisor who will guide you through the project process, and you can elect to be based either at Groningen or Newcastle.

You must have your ethics form and, where relevant, the travel and fieldwork risk assessment form signed off by your supervisor before proceeding to dissertation. You will be expected, through your dissertation, to demonstrate:
• evaluative and analytical ability
• in-depth knowledge of the topic
• understanding of the relevance of the context in which the investigation is set.

The dissertation will be completed by December 2023. There will be an oral defence (viva) scheduled in January 2024 to test your ability to defend your work and establish whether you have satisfactory knowledge of the wider field surrounding the research topic.

Degree programme regulations

The degree programme regulations detail the modules to be studied on your Master’s degree and any progression requirements, such as the need to pass the taught modules of the degree before proceeding to dissertation. You must read these and make sure you know the requirements of your Master’s degree. [Degree Programme Regulations](#) are available on our programme regulation web pages.

Programme specification

A detailed description of the programme structure, programme aims and learning outcomes can be found in the [programme specifications](#).

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.

University regulations

You must familiarise yourself with the [University Regulations](#), in particular, the Postgraduate (Taught) Progress Regulations and Examination Conventions which detail the regulations for study and award of a Master’s degree. This includes conditions for reassessment in failed modules and criteria for eligibility of a Master’s award. You are expected to read these and make yourself aware of their implications. The University Regulations are available online on our regulation web pages.

Postgraduate research

Students who are successful in their Master’s programme may wish to consider applying for a [PhD with Newcastle University Business School](#). Newcastle University Alumni may also qualify for a discount on PhD fees. Further details of the research areas covered within the School and details of research programmes are available online on our postgraduate research degrees web pages.
Your assessment

The assessment will depend on the individual module. You can expect to be assessed by a variety of means including:

- examinations
- assignments, both individual and group
- presentations
- 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 Master’s programme.

The assessment methods used in individual modules are included in the module outlines. The assessments for the taught modules are summarised in the table at the bottom of this page.

Details of assessment deadlines will be provided on the Postgraduate Community in Canvas within the first two weeks of term to allow you to plan your workload. You should familiarise yourself with the assignment submission procedures available.

Most assignment deadlines are set at Monday 10:00am. This timing was decided following feedback from students in previous years as it allows you to make full use of the weekend for working on your assessment but doesn’t overlap with classes on a Monday. 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 Postgraduate Study Guide on the late submission of assessed work.

Occasionally, a Module Leader may change an assignment deadline (almost always to a later date). You will be notified of this in advance by email by either the Module Leader or the relevant Programme Support Team. For all assignment deadlines, you should receive your marks and feedback within 20 working days. There may be certain exceptions to this turnaround time, but you will be notified of this at the time the deadline is set.

<table>
<thead>
<tr>
<th>Module code</th>
<th>Title</th>
<th>Individual Assignment</th>
<th>Group Assessment</th>
<th>Examination</th>
</tr>
</thead>
<tbody>
<tr>
<td>NBS8268</td>
<td>Quantitative Methods for Business Research</td>
<td>100%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>NBS8515</td>
<td>Marketing Research for Dual Award</td>
<td></td>
<td></td>
<td>100%</td>
</tr>
<tr>
<td>NBS8926</td>
<td>Managing Organisations and People</td>
<td></td>
<td></td>
<td>100%</td>
</tr>
<tr>
<td>NBS8945</td>
<td>The International Business Environment</td>
<td></td>
<td></td>
<td>100%</td>
</tr>
<tr>
<td>NBS8961</td>
<td>Managing Across Cultures</td>
<td>80%</td>
<td>20% (presentation)</td>
<td></td>
</tr>
<tr>
<td>NBS8978</td>
<td>Strategy for Managers</td>
<td></td>
<td></td>
<td>100%</td>
</tr>
</tbody>
</table>

Award of Dual Degree

Upon successful completion of all elements of the programme, you will be awarded an Advanced International Business Management and Marketing MSc from Newcastle University and an International Business and Management MSc from the University of Groningen.
Grading scale

For all modules receiving dual recognition and the joint dissertation the grading scale below is used.

<table>
<thead>
<tr>
<th>Newcastle end grades</th>
<th>Groningen – without decimals</th>
<th>Groningen module grades (with decimals)</th>
</tr>
</thead>
<tbody>
<tr>
<td>95%</td>
<td>10</td>
<td>9.50 – 10.0</td>
</tr>
<tr>
<td>85%</td>
<td>9</td>
<td>8.50 – 9.49</td>
</tr>
<tr>
<td>75%</td>
<td>8 (Distinction)</td>
<td>7.50 – 8.49</td>
</tr>
<tr>
<td>65%</td>
<td>7 (Merit)</td>
<td>6.50 – 7.49</td>
</tr>
<tr>
<td>55%</td>
<td>6 (Pass)</td>
<td>5.50 – 6.49</td>
</tr>
<tr>
<td>45%</td>
<td>5 (Fail)</td>
<td>4.50 – 5.49</td>
</tr>
<tr>
<td>35%</td>
<td>4</td>
<td>3.50 – 4.49</td>
</tr>
<tr>
<td>25%</td>
<td>3</td>
<td>2.50 – 3.49</td>
</tr>
<tr>
<td>15%</td>
<td>2</td>
<td>1.50 – 2.49</td>
</tr>
<tr>
<td>5%</td>
<td>1</td>
<td>1.00 – 1.49</td>
</tr>
</tbody>
</table>

How Groningen resits translate

The regulations regarding resit assessments differ between institutions. You will be able to resit/resubmit assessments for the modules taken in Groningen as outlined in their regulations.

However, the following rules will apply for the recognition of these marks towards the Newcastle award:

- If you resit/resubmit an assessment (or part thereof) after failing your first attempt, the grade for the resit/resubmission will be capped at 50, in line with the regulations at Newcastle.
- In line with the Newcastle regulations, if you have passed an assessment in Groningen but choose to resit/resubmit, the grade from the first attempt will appear on the Newcastle transcript and will be used to calculate the overall average for the Newcastle award.

Please note that for Newcastle modules, you cannot be reassessed in a module which you have already passed.
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-Staff Committee (SSC).

If you are interested in being a representative on the Student-Staff Committee, please contact the Programme Support Team: pglwoadmin@newcastle.ac.uk

The SSC 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 SSC is the forum where students (via student representatives) can present their views, issues and concerns. Issues raised by students at SSC 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.

Learning community communications etiquette

In accordance with the student charter, it is important that as a community, we communicate with each other respectfully and professionally.

The student charter sets out the standards of behaviour expected from our students and the sanctions that can be imposed if these standards are not met. The charter makes specific reference to communications and states that students must undertake to demonstrate high standards of personal conduct and respect in their interactions with the University and the local community.

Whilst on this programme you are therefore expected to:

- express your opinions in a mature and constructive way
- treat fellow students, University colleagues, neighbours and other people in the community with courtesy, fairness and respect regardless of their personal circumstances, race, ethnic origin, age, gender, marital or parental status, sexual orientation, religion and belief, disability or political views and respect the privacy of students and University colleagues
- demonstrate the above standards in all verbal and written communication, including via social media and e-mail.

Further information about digital safety and digital etiquette is provided on Canvas as part of your induction materials.
Contacts

Below are details of key contacts for the Advanced International Business Management Dual Award MSc programme. The Degree Programme Director has overall responsibility for the management of the programme. The Programme Support Team is responsible for general administrative issues relating to the programme.

Address

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

Degree Programme Director (DPD)

The Degree Programme Director (DPD) oversees your Master’s programme and can help you with questions about the programme.

Susan Addison
Email: susan.addison@newcastle.ac.uk
Telephone: +44 (0) 191 208 1684

Programme support

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

Email: pglwoadmin@newcastle.ac.uk

Personal Tutor

You will be allocated your own Personal Tutor who is there to help you with matters of a more personal nature. In addition, you can contact the Senior Tutor who has overall responsibility for pastoral matters and is chair of the staff-student committee for your programme.

Business School careers adviser

Our careers adviser can help you with information and guidance on careers and employment, both during and after your studies.

Cian O'Sullivan
Email: nubs.employability@newcastle.ac.uk

Teaching Team

Details of the Teaching Team will be provided in the first lecture for each module. A complete list of Business School academic and professional support staff, along with contact details, can be found on our people web pages. Staff profiles are also available via this link, illustrating the research and teaching interests of academic members of staff.