

## PROGRAMME SPECIFICATION



1	<b>Awarding Institution</b>	Newcastle University
2	<b>Teaching Institution</b>	Newcastle University
3	<b>Final Award</b>	Certificate of Higher Education
4	<b>Programme Title</b>	INTO Newcastle University Diploma in Architecture
5	<b>UCAS/Programme Code</b>	2356/2355
6	<b>Programme Accreditation</b>	n/a
7	<b>QAA Subject Benchmark(s)</b>	n/a
8	<b>FHEQ Level</b>	4
9	<b>Last updated</b>	May 2014

### 10 Programme Aims

1. to equip international students with the English language competence they need to study Architecture and Urban Planning at Stage 2 at Newcastle University or in another UK HEI
2. to provide students with subject specific knowledge and skills to prepare them to study Architecture and Urban Planning at Stage 2
3. to provide students with the intellectual development they need to be academically capable of studying at undergraduate level at Newcastle University or in another UK HEI
4. to develop students' study skills so that they are capable of entering UK HE, whilst also helping them to become accustomed to studying in the UK
5. to provide practical experience of British university teaching methods
6. to enable students to develop confidence in communicating with native English speakers
7. to encourage students to undertake self-evaluation to help them analyse their progress

### 11 Learning Outcomes

The programme provides opportunities for students to develop and demonstrate knowledge and understanding, qualities, skills and other attributes in the following areas. The programme outcomes have references to the benchmark statements for (subject) (X).

#### Knowledge and Understanding

On completing the programme students will:

- A1 have increased knowledge and understanding of English grammar and vocabulary, including conventions of Academic English
- A2 have knowledge and understanding of the history, theory and vocabulary related to selected aspects of Architecture and Urban Planning
- A3 have knowledge and understanding of Design and Technology related to aspects of Architecture and Planning including geometrical and trigonometric calculations
- A4 have knowledge and understanding of the wider cultural and economic background and its influence upon Architecture and Urban Planning
- A5 have an understanding of the academic culture of UK Higher Education and its expectations of independent research and academic debate
- A6 have knowledge and understanding of the requirements for writing a competent essay or report, including the importance of structure and the conventions of referencing

**Teaching and Learning Methods**

Knowledge and understanding is primarily taught through lectures supported by independent reading, seminar discussions, tutorials and visits to architectural sites. Academic English is primarily taught in small groups and reinforced through practice. Sketching and measured drawing will be developed together with model making, computer aided design and architectural representation.

**Assessment Strategy**

Knowledge and understanding is assessed primarily through projects, written coursework, presentations examinations and a portfolio. Assessment methods and their relation to learning outcomes are specified in each individual module outline.

**Intellectual Skills**

On completing the programme students will have demonstrated the ability to:

- B1 manage individual and independent study
- B2 critically analyse and evaluate information in order to develop well-reasoned arguments
- B3 evaluate arguments and evidence in written and spoken texts
- B4 methodically structure and conceptualise task formulations and problems
- B5 use and interpret data effectively
- B6 debate a case orally or in writing
- B7 define and analyse problems effectively and appropriately
- B8 understand technical standards and industry requirements

**Teaching and Learning Methods**

These skills are effectively conveyed through practice via a combination of lectures, seminars, case studies, field visits, debates and studio based tutorials. The EAP (English for Academic Purposes) module (INU1102) will provide students with a range of different sources and strategies to enable the critical analytical study and evaluation of texts. The Professional Studies module (INU1109) introduces structures and methods for effective research. The other architecture related modules (INU1114, 1115, 1116, 1117) provide students with the opportunity to apply practically and exercise these skills.

**Assessment Strategy**

Assessment methods and their relation to learning outcomes are specified in each individual module outline. Case studies, presentations and design projects provide assessment of the development of intellectual skills, as do other pieces of coursework and oral presentations. In particular the Professional Studies module (INU1109) B1, B2, B3 and B4.

**Practical Skills**

On completing the programme students will have demonstrated the ability to:

- C1 develop strategies for effective note taking in lectures and seminars
- C2 read and take notes from an academic text
- C3 write reports and essays in an academic context in understandable English following the conventions of essay or report writing
- C4 engage in discussions in seminars, workshops and tutorials
- C5 present ideas and arguments in a clear and logical manner in written and oral English
- C6 apply manual design techniques, such as sketching, drawing and model making
- C7 use computer aided drawing
- C8 apply photography and image processing for documentation and presentation
- C9 develop simple structural systems and construction details
- C10 conceptualise and develop architectural design solutions
- C11 apply geometrical and trigonometric calculation
- C12 create scaled technical drawings for small, domestic size projects

C13 apply and develop basic construction methods and details

**Teaching and Learning Methods**

All modules will use a mixture of lectures, seminars, workshops and small group work. The overlapping of practical tasks and projects with subsequent presentation fosters the holistic application of practical and theoretical skills and knowledge. The architectural design modules (INU1114 and INU1115) introduce students to the open studio culture nurturing and supporting the development of practical as well as transferable skills. English language skills will be taught through the EAP module (INU1102) mainly through small group teaching with continuous practice. All other modules will also use and reinforce practical English language skills. Field trips and study trips in the architecture modules (INU1114, 1116 and 1117) provide the opportunity for practical application of specific manual skills (C6; C7).

**Assessment Strategy**

All modules will indirectly assess English language competence and the ability to take notes and use sources, as they all require an ability to express ideas in English. Other practical skills will be assessed through coursework, journals, portfolio, design project tasks and presentations. The architectural design modules (INU1114 and INU1115) and the Architecture Technology module (INU1116) focus in particular on practical skills C5 to C13 and indirectly cover the full spectrum. The English for Academic Purposes (INU1102), Professional Study (INU1109) and Architecture History and Theory modules (INU1117) provide direct and indirect assessment for C1 to C5.

**Transferable/Key Skills**

On completing the programme students will be able to:

- D1 work as a member of a team with colleagues from other backgrounds and cultures
- D2 deliver appropriate oral and graphical presentations
- D3 effectively use IT and CAD programs
- D4 manage their time effectively
- D5 use library and other information sources effectively
- D6 think and work efficiently on their own when required
- D7 communicate effectively with native speakers
- D8 analyse personal strengths and weaknesses and take action accordingly
- D9 use effectively technical communication methods such as sketching and drawing
- D10 develop practical and functional solutions for design related problems and requirements

**Teaching and Learning Methods**

On the basis of lectures and workshops the Professional Studies module (INU1109) will provide the theoretical framework to develop most of these transferable skills (D1 to D6 and D8). The practical and interactive nature of the architectural design modules (INU1114 and INU1115) provides the opportunity for consistent supervised development of all key skills but in particular D2, D3, D9 and D10. The more theory based modules (INU1109 and INU1117) also support the development of these skills through workshops, small group teaching, team projects, individual tutorials and presentations.

In all modules, students will actively participate in a range of different activities including: presenting and discussing opinions, ideas and research results in individual and group presentations and carrying out interviews on campus which will deepen their confidence in their key skills.

### **Assessment Strategy**

Group projects in most of the modules assess students' ability to effectively work in a team (D1). All modules contribute to assess D2 and D4 to D9 through research related writing, research and design projects. The architectural design modules (INU1114 and INU1115) assess D3 and D10 as part of the portfolio related tasks and design project presentations. Students will present their proposals in front of fellow students from the School of Architecture (D7). D3, D9 and D10 are assessed in all practical Architecture related modules (INU1114, INU1115 and INU1116).

## **12 Programme Curriculum, Structure and Features**

### **Basic structure of the programme**

A two semester 120 credit programme which combines the study of English for Academic Purposes (EAP INU1102) with an intense training in Architecture related skills and knowledge through joined up modules Architectural Design 1 (INU1114 in Semester 1), Architectural Design 2 (INU1115 in Semester 2), Architecture Technology (INU1116), Architecture History and Theory (INU1117) and essential Architecture related study skills through the Professional Studies module (INU1117). Except the design modules INU1114 and INU1115, modules run over two semesters.

### **Key features of the programme (including what makes the programme distinctive)**

The programme is specially designed for international students to adapt their skills and abilities for studying Architecture in Year Two at the School of Architecture, Newcastle University. Additional to the intense interactive training in EAP and Architecture related knowledge and skills, the programme offers a very personal and supportive study environment allowing students to adapt to the academic culture in the United Kingdom.

Students will experience the studio culture of architectural education in Newcastle through a dedicated studio space. Regular visits to the School of Architecture will allow students to make contact with their peers at university. Students also have full access to all facilities including the School of Architecture workshop. Four full day study trips provide students with the opportunity to get a better understanding for the regional and national culture and the specific natural and urban environment and also foster team spirit and understanding amongst the students. All staff members are particularly experienced in educating international students.

### **Programme regulations (link to on-line version)**

<http://www.ncl.ac.uk/regulations/programme/>

## **13 Criteria for admission**

### *Entry qualifications*

Completion of A levels or equivalent

### *Admissions policy/selection tools*

Candidates will be selected according to their ability to complete the programme successfully. Students are required to submit a portfolio to ascertain whether they possess the level of design skills necessary to successfully complete the course. This will be assessed by an architect.

### *Non-standard Entry Requirements*

Will be considered on their merits

### *Additional Requirements*

n/a

*Level of English Language capability*  
IELTS 6.0 (with a minimum of 5.5 in writing) or equivalent

## **14 Support for Student Learning**

The Student Services portal provides links to key services and other information and is available at: <http://www.ncl.ac.uk/students/>

### *Induction*

During the first week of the first semester students attend an induction programme. New students will be given a general introduction to University life and the University's principle support services and general information about the School and their programme, as described in the Degree Programme Handbook. New and continuing students will be given detailed programme information and the timetable of lectures/practicals/labs/ tutorials/etc. The International Office offers an additional induction programme for overseas students.

### *Study skills support*

Students will learn a range of Personal Transferable Skills, including Study Skills, as outlined in the Programme Specification. Some of this material, e.g. time management is covered in the appropriate Induction Programme. Students are explicitly tutored on their approach to both group and individual projects.

Numeracy support is available through Maths Aid and help with academic writing is available from the Writing Development Centre (further information is available from the Robinson Library).

### *Academic and Pastoral support*

Each undergraduate and taught postgraduate student will be assigned a personal tutor.\* A personal tutor is one part of a wider network of advice and guidance available to students to support their personal and general academic development. The module leader acts as the first point of contact for subject-specific academic advice. Thereafter the Degree Programme Director or Head of School may be consulted. Issues relating to the programme may be raised at the Student-Staff Committee, and/or at the Board of Studies. Within the academic unit, students may also receive additional academic and pastoral advice from a range of other student-facing staff including degree programme directors, dissertation/project supervisors, and administrative support staff.

\*Arrangements may vary for students taking special types of provision.

The University also offers a wide range of institutional services and support upon which students can call, such as the Writing Development Centre, Careers Service and Student Wellbeing Service. This includes one-to-one counselling and guidance or group sessions / workshops on a range of topics, such as emotional issues e.g. stress and anxiety, student finance and budgeting, disability matters etc. There is specialist support available for students with dyslexia and mental health issues. Furthermore, the Student Union operates a Student Advice Centre, which can provide advocacy and support to students on a range of topics including housing, debt, legal issues etc.

### *Support for students with disabilities*

The University's Disability Support team provides help and advice for disabled students at the University - and those thinking of coming to Newcastle. It provides individuals with: advice about the University's facilities, services and the accessibility of campus; details about the technical support available; guidance in study skills and advice on financial support arrangements; a resources room with equipment and software to assist students in their studies.

### *Learning resources*

The University's main learning resources are provided by the Robinson and Walton Libraries (for books, journals, online resources), and Information Systems and Services, which supports campus-wide computing facilities.

All new students whose first language is not English are required to take an English Language Proficiency Test. This is administered by INTO Newcastle University Centre on behalf of Newcastle University. Where appropriate, in-session language training can be provided. The INTO Newcastle University Centre houses a range of resources which may be particularly appropriate for those interested in an Erasmus exchange.

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

### *Module reviews*

All modules are subject to review by questionnaires which are considered by the Board of Studies. Changes to, or the introduction of new, modules are considered at the Board of Studies and/or the School Teaching and Learning Committee. Student opinion is sought at the Student-Staff Committee and/or the Board of Studies. New modules and major changes to existing modules are subject to approval by the Faculty Learning, Teaching and Student Experience Committee.

### *Programme reviews*

The Board of Studies conducts an Annual Monitoring and Review of the degree programme and reports to Faculty Learning, Teaching and Student Experience Committee. The FLTSEC takes an overview of all programmes within the Faculty and reports any Faculty or institutional issues to the University Learning, Teaching and Student Experience Committee.

### *External Examiner reports*

External Examiner reports are considered by the Board of Studies. The Board responds to these reports through Faculty Learning, Teaching and Student Experience Committee. External Examiner reports are shared with institutional student representatives, through the Student-Staff Committee.

### *Student evaluations*

All modules and stages\* are subject to review by student questionnaires. Informal student evaluation is also obtained at the Student-Staff Committee, and the Board of Studies. The National Student Survey is sent out every year to final-year undergraduate students, and consists of a set of questions seeking students' views on the quality of the learning and teaching. The results from student surveys are considered as part of the Annual Monitoring and Review of the programme and any arising actions are captured at programme and School / institutional level and reported to the appropriate body.

\*With the exception of intercalating years and the final stages of undergraduate programmes.

### *Mechanisms for gaining student feedback*

Feedback is channelled via the Student-Staff Committee and the Board of Studies.

### *Faculty and University Review Mechanisms*

Every six years degree programmes in each subject area undergo periodic review. This involves both the detailed consideration of a range of documentation, and a review visit by a review team (normally one day in duration) which includes an external subject specialist and a student representative. Following the review a report is produced, which forms the basis for a decision by University Learning, Teaching and Student Experience Committee on whether the programmes reviewed should be re-approved for a further six year period.

### *Accreditation reports*

### *Additional mechanisms*

## 16 Regulation of assessment

### *Pass mark*

The pass mark is 40

The pass mark for English for Academic Purposes modules is 65

### *Course requirements*

Progression is subject to the University's Undergraduate Progress Regulations and Undergraduate Examination Conventions.

Satisfactory completion of the Diploma requires that:

- a) the average mark over all academic modules, taking due account of the credit value, is not less than 40;
- (b) no single mark for any academic module is below 35;
- (c) marks of 35-39 in non-core academic modules can be compensated, provided the total credit value of these modules does not exceed 40;
- (d) the mark for English for Academic Purposes is not less than 65 (equivalent to IELTS 6.5) with no competence (reading, writing, listening and speaking) below 60
- (e) no compensation for English for Academic Purposes or core modules is permitted

A student who fails a module will be able to have **one** further attempt to achieve a pass for that module. Students will not be permitted to proceed to a postgraduate degree programme at Newcastle University carrying a failure in any module.

### *Progression criteria*

In order to progress from the Diploma to the following Undergraduate programmes in the School of Architecture, Planning and Landscape:

- BA Architecture
- BA Urban Planning

Students must achieve a minimum of 65 in EAP and an overall academic average of 60%, with no module less than 50%. They must achieve an average of 60% in the two Architectural Design modules.

### *Weighting of stages*

N/A

Marking scale applicable to Diploma programme

0-39	Fail
40-59	Pass
60-69	Pass with Merit
70+	Pass with Distinction

### *External Examiner*

An External Examiner, a distinguished member of the subject community, is appointed by Cross-Faculty Learning, Teaching and Student Experience Committee, after recommendation from the Board of Studies. The External Examiner is expected to:

- See and approve examination papers
- Moderate examination and coursework marking
- Attend the Board of Examiners
- Report to the University on the standards of the programme

In addition, information relating to the programme is provided in:

The University Prospectus: <http://www.ncl.ac.uk/undergraduate/>

The INTO Newcastle University Brochure <http://www.intohigher.com/uk/en-gb/our-centres/into-newcastle-university.aspx>

Degree Programme and University Regulations: <http://www.ncl.ac.uk/regulations/docs/>

The Degree Programme Handbook:

Please note. 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.



## Mapping of Intended Learning Outcomes onto Curriculum/Modules

Module		Type	Intended Learning Outcomes			
			A	B	C	D
INU1102	EAP	Core	1, 2, 6	1, 4, 6	1, 2, 3, 4, 5	1, 2, 4, 7
INU1109	Professional Studies	Compulsory	1, 5, 6	1, 2, 3, 4, 5, 6, 7	1, 2, 3, 4, 5, 7	1, 2, 4, 5, 8
INU1114	Architectural Design 1	Core	2, 3, 4, 5	1, 2, 3, 4, 5, 6, 7, 8	4, 5, 6, 7, 8, 9, 10, 11, 12, 13	1, 2, 3, 4, 5, 6, 7, 8, 9, 10
INU1115	Architectural Design 2	Core	2, 3, 4, 5	1, 2, 3, 4, 5, 6, 7, 8	4, 5, 6, 7, 8, 9, 10, 11, 12, 13	1, 2, 3, 4, 5, 6, 7, 8, 9, 10
INU1116	Architecture Technology	Compulsory	2, 3, 5	1, 4, 5, 7, 8	4, 5, 6, 7, 9, 11, 12, 13	1, 2, 3, 4, 5, 6, 9, 10
INU1117	Architecture Theory and History	Compulsory	2, 4, 5	1, 3, 5	1, 2, 3, 4, 8	1, 2, 4, 5, 6, 9