



# BA (Hons) Business Management and Law with Foundation Year

UNDERGRADUATE

ONLINE







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**Arden University has three decades of experience providing higher education, and we've helped more than 50,000 students globally gain the qualifications they need to succeed. We have a 95% student satisfaction rating, and 9 out of 10 Arden students believe studying with us has helped them transform their careers.\***

\*Arden University 2021 graduate survey



# BA (Hons) Business Management and Law with Foundation Year

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You can visit the Arden University website page for this course [here](#).

Do you want to pursue a career in business management and law but need to build your academic skills ahead of your studies? Our CMI accredited BA (Hons) Business Management and Law foundation programme will provide you with the extra support you need to complete your full degree with confidence, offering study skills and guidance at every stage.

Through our close consultation with industry leaders, business simulation software, and wealth of business development resources, you'll go on to acquire the most in-demand skills across both disciplines, helping you progress to a rewarding career in the sector.

## Course at a glance

- Develop the skills you need to succeed at university.
- Gain in-depth knowledge of business and law theory and practice.
- Develop a critical appreciation of the importance and impact of the law on everyday business activities.
- Apply your knowledge and experience to real-world scenarios.



## Key facts

**Location:** Online

**Start dates:** Every 3 months

**Full time:** 4 years

**Part time:** 4 years+

## Contact us

If you'd like to get in touch to find out more about studying this course, please use the following:

### UK enquiries:

Call 0800 268 7737

Email [study@arden.ac.uk](mailto:study@arden.ac.uk)

### International online learning:

Call +44 20 300 56070

Email [online@arden.ac.uk](mailto:online@arden.ac.uk)

## Entry requirements

To be eligible for the BA (Hons) Business Management and Law with Foundation year, you should normally have:

- At least 3 x GCSEs or 45 credits at Level 2 or equivalent – if your qualifications are older than 3 years we would also ask to see a professional CV.
- If you do not meet these requirements, you may be considered based on a minimum of 12 months of appropriate work experience evidenced with a CV and reference.

English proficiency:

- IELTS 6.0 (no less than 5.5 in any element); or TOEFL iBT 80; or equivalent

## Career Progression

- Human Resources Manager
- Corporate Paralegal
- Intellectual Property Paralegal
- Compliance Officer
- Business Process Officer
- Employee Relations Manager
- Policy Manager

**If you'd like to get your application started, please [click here](#).**



## Online learning

**Studying this course online gives you a lot of flexibility and convenience. You can enrol with us from anywhere in the world and study your degree from the comfort of home, without the requirement to attend classes in a physical location.**

You'll study the course through ilearn, our university campus in the cloud. ilearn provides you with an integrated online learning experience, including your virtual classroom, lecture hall, and online library of more than half a million books and journals – yours for free while you study with us.

Studying online doesn't mean studying alone. As well as receiving regular feedback and guidance from your course tutor, you'll be studying with likeminded students and you'll have access to community message boards to discuss your course and the topics being raised within it.

We've even set up community boards embedded into each of the course modules so you can have discussions with your tutor and classmates on the topics you're currently learning.

You can find out more about online learning with Arden University [here](#).

## Online learning key benefits

- Study anywhere worldwide
- Plan your own schedule
- Benefit from reduced costs
- Study around work and family life

**Discover why so many students choose online learning with Arden [here](#).**



**Your course modules combine a foundation year followed by a full undergraduate qualification. After reviewing key preparatory academic study skills, you'll go on to develop your knowledge of the legal aspects of running a business. Your modules will explore the core skills underpinning both disciplines, giving you the ability to apply law principles to improve business practices and make effective business decisions.**

The course is run with your long-term future and employability in mind, and taught by industry experts who will provide you with real insight into the sector. That means you'll graduate as a well-rounded and highly-employable professional ready to spearhead successful business and law outcomes – whichever career pathway you choose.

Please see the following pages for a detailed overview of each course module.

## Foundation year modules

### Introduction to Numeracy, Data & IT (20 credits)

This module is designed to provide a range of mathematical skills for study at undergraduate level. It will review basic mathematical concepts and provide opportunities to develop these in the context of problem-solving. You will be introduced to topics such as time, money, weights, measurements, and spreadsheets. These numeracy skills will prepare you to undertake more advanced data analysis later on in the programme. The module will develop your ability to:

- **Use basic numerical operations with whole numbers, integers, fractions and decimals.**
- **Calculate ratios and proportions, percentages, averages.**
- **Construct and use appropriate graphical techniques to present simple data.**
- **Construct and use a spreadsheet application to record numerical data and use simple formula functions.**

### Introducing Research Skills (20 credits)

Designed to develop your basic research and presentation skills for study at higher education, this module will give you the opportunity to apply these skills to real-world scenarios. You will be expected to design an original presentation, report and describe data, and provide meaningful conclusions. The module will consider the utility of different data types to organisations, as well as the impact of data analysis on accounting, quality, and marketing. This will be contextualised within the context of several industry sector examples. You will learn to:

- **Apply note-taking techniques to record specific key information from given material.**
- **Describe and present information from given data sets.**
- **Collate, structure and present and use information from given data sets.**
- **Write a report in fluent, accurate English observing the conventions of grammar, punctuation and spelling and referencing.**



## **Ethics, Working Collaboratively & Values (20 credits)**

Ethics is a central theme of Arden programmes. This module will provide an understanding of key issues in the area of ethics and develop your ethical decision-making through the use of live case studies. The module will explore ethical dilemmas in fields such as psychology, healthcare, business, and law, as well as their impact on the workplace. Having this ethical awareness will maximise your ability to make sound decisions in your future career. Finally, you will gain insight into the benefits and ethical implications of collaborative working. The module will help you to:

- **Explain what is meant by ethics.**
- **Explain how environmental and cultural issues influence business ethics.**
- **Demonstrate an understanding of personal skills needed to ensure people are treated with dignity.**
- **Demonstrate an understanding of collaborative working within a range of work sectors.**

## **Academic Skills Practice (20 credits)**

In this module you will become equipped with the academic skills necessary for study at higher education. The module aims to shape your time management, note taking, and presentation skills, as well as your ability to identify and access key resources, evaluate credible sources of information, and draw out pertinent extracts. It will also develop your ability to work with integrity by improving your academic referencing practice. At the end of the module you will be able to:

- **Identify and explain the key resources available to facilitate one's own learning and study and reflect on the development of personal academic skills.**
- **Apply time management techniques to study planning.**
- **Identify, summarise and evaluate credible information from a range of different academic sources.**
- **Explain and demonstrate how to avoid plagiarism through correct referencing.**

## Structure of Business (20 credits)

This module has been designed to develop your understanding of key economic concepts and varying types of organisations, using examples from the healthcare, manufacturing, and leisure sectors. In order to maintain relevance, the module will keep up-to-date with emerging topics relevant to today's business environment, including business start-ups and finance generation. You will also be encouraged to critically evaluate the business environment and understand the factors which impact it. At the close of the module you will be able to:

- **Identify the differences between the various business sectors that contribute to the economy.**
- **Identify strengths and weaknesses of various legal frameworks in relation to business start-ups.**
- **Identify and evaluate strengths and weaknesses of various finance generating alternatives a new business may look to.**
- **Identify and explain the importance of key 'humans resource' policies within a given organisation**

## Technology in Organisations (20 credits)

Due to the reliance of contemporary organisations on technology, this module combines the theoretical and practical elements of IT to develop your understanding of its role in business. It will explore modern topics in web development, business intelligence, programming, big data, cloud computing, and simulation. You will be introduced to information and communications technology, including information systems overview and security, as well as the impact of the changing telecommunications environment on business. It will develop your ability to:

- **Identify the evolving role of information systems within modern day organisations.**
- **Outline the advancements in telecommunications and its impact on organisations.**
- **Explain the IT security and data privacy measures that an organisation must implement.**
- **Use IT to create, edit, format a range of organisational documents.**

## Level 4

### Digital Skills and Professional Development (20 credits)

This core module will explore contemporary business automation technology and develop your digital literacy skills. The versatility and flexibility this brings is particularly relevant now due to the challenges posed by the COVID-19 pandemic. You will also be given the opportunity to learn fundamental professional “soft” skills to satisfy current and future organisational requirements, including critical thinking, negotiation, communication, and team building skills. At the end of the module you should be able to:

- **Explain the advancement of business automation technology and the associated range of digital skills required to demonstrate professional competency within an organisation.**
- **Identify a range of ‘soft’ skills that are key requirements in demonstrating progression in terms of personal and professional development.**
- **Reflect upon your own current levels of digital and soft skills applicable to the workplace.**

### Contemporary Business Environment (20 credits)

This module draws upon a range of business disciplines to give you a better understanding of organisations and their management in today’s dynamic business environment. Here you will be encouraged to apply your critical thinking and analytical skills to real-world business applications in strategy, ethical behaviour, social responsibility, and sustainability. You will also gain insights into key competencies and technologies necessary to be a successful leader and manager in the contemporary business environment. The module will also help you to:

- **Evaluate different types of organisations, their structures, and stakeholders.**
- **Discuss the role and impact of digitisation on the business structure, operations, and strategies of contemporary business organisations.**
- **Explain the key components of micro and macroeconomics theories and their impacts on organisational behaviour and the national economy.**
- **Examine leading theories of management, leadership, and control and discuss the challenges posed by contemporary business models.**

## Marketing Dynamics (20 credits)

The core aim of this module is to further your understanding of the role marketing plays within organisations, including fundamental marketing principles, practices, and strategies. This will be contextualised within the ever-evolving areas of globalisation and digital marketing and their transformative potential for marketing practice. You will also become familiar with the different stages of the marketing funnel, from awareness to purchase, so that you can better assess and deliver effective marketing decisions. Following completion of the module you will be able to:

- **Audit the marketing environment in which an organisation operates, demonstrating knowledge of a range of marketing tools and techniques.**
- **Describe an existing or potential target market segment for an organisation that operates within a specific industry.**
- **Illustrate the extent to which the marketing mix of an organisation links to its competitive position within a target market segment.**

## English Legal System and Skills (20 credits)

This module introduces you to the English legal system, including the development of the legal system, sources of law, and how law is applied. Additionally, you will learn the key academic and legal skills needed to study law. The module introduces you to a wide range of primary and secondary legal sources and databases, such as Westlaw UK, so you can develop techniques for undertaking research online. Key skills you will gain on this module include:

- **Understanding the English legal system and the key sources of law, as well as assessing the main legal principles which underpin the system and how they affect the evolution of English law.**
- **A range of skills needed for the academic study of law and employability, including identifying and using legal research material appropriately.**
- **Identifying areas for personal or professional development and establishing ways to achieve these goals.**



## People Management (20 credits)

In this module, you will be introduced to the practical and theoretical groundwork for effective human resource management across varying organisations, sectors, and countries. The module explores the historical underpinnings of people management and its application towards current and next practices. This knowledge will equip you with skills to utilise best practices across a wide range of contexts in the employee lifecycle. On completion of the module you should be able to:

- **Explore theoretical approaches to the effective management of the employee lifecycle to inform practice in a range of contexts.**
- **Identify links between people management policies and organisational strategies to inform vertical and horizontal integration.**
- **Analyse the roles of people professionals and line managers in the effective management of people.**
- **Apply the skills needed to be effective as a line manager and/or people professional.**

## Contract Law (20 credits)

The aim of this module is to provide an overview of English contract law, common law, and equitable principles, as well as relevant legislation and the formation of a contract. In addition to studying 'black letter' law, you will critically assess the law and evaluate its social, political, and economic context. Using a simulation, you will identify a breach of contract and learn to action a remedy for that breach. Other themes you will explore include:

- **Defining and explaining the main principles of contract law, as well as communicating an understanding of appropriate legal terminology in written form.**
- **Demonstrating an awareness of the practical consequences of the formation of a contract, identifying breaches of contract and the appropriate remedies for parties.**
- **Applying the principles of contract law to authentic scenarios to reach logical and well-reasoned conclusions.**

## Level 5

### **Technology, Innovation and the Law (20 credits)**

This module explores the impact that rapidly changing technology has on society and legal practice. You will consider a series of new technologies and the issues that these raise, such as regulation and enforceability. You will also gain insights into how innovation and technology are disrupting legal practice, including differing models of delivering legal services, law tech, and legal ethics. Key learning outcomes include:

- **Critically analysing the ways in which new technologies are regulated.**
- **Demonstrating a commercial awareness of different legal service models.**
- **Identifying and planning strategies for personal development in the context of legal innovation and technology.**

### **Business Start-up (20 credits)**

In this module, you will develop expertise on key business functions for building a successful start-up business. The module will explore specific case studies using a range of business models, from start-ups to high growth organisations. You will acquire the practical skills to create your own feasible entrepreneurial ideas, formulate business plans, and develop sustainable strategies and solutions. Your learning outcome will include the ability to:

- **Demonstrate an understanding of the concepts, theories, and models that underpin new business start-up in different contexts.**
- **Explore the critical aspects of starting and operating a business, including the role of business functions and their interrelationships in the process of new business start-ups.**
- **Develop a business plan and choice of a business model to realise a business idea.**
- **Apply financial/accounting tools and techniques in order to ascertain the viability and sustainability of a new business venture.**

## Sales Management (20 credits)

The sales management module will explore sales process techniques, as well as the role of technology and sales leadership in effective sales management. It will introduce the psychology and structure of ethical sales and negotiation processes as well as advice on building customer loyalty. You will acquire an understanding of the dynamics of the entire sales process and how to effectively deploy techniques that generate revenue and drive business growth. At the end of the module you will be able to:

- **Model prospective and existing customers for a given product or service.**
- **Appraise and deploy appropriate sales management techniques for a given scenario.**
- **Develop a sales management plan.**
- **Make appropriate recommendations based on the findings of analytical activities.**

## Dispute Resolution (20 credits)

In this module you will gain a broad perspective of civil procedure and alternative methods for resolving disputes outside of court proceedings. You will consider the role of the court in resolving disputes, the purpose of the civil procedure rules, and the possible outcomes of court action. You will have the opportunity to work through practical exercises such as legal drafting and advocacy, which will help you develop key legal skills. Key themes explored during the module include:

- **Analysing disputes and identifying suitable forms of dispute resolution and examining the lawyer's role in dispute resolution.**
- **Critically analysing current issues within civil justice and civil litigation.**
- **Demonstrating practical understanding of civil procedure through the drafting of documents.**

## Operations & Supply Chain Management (20 credits)

This module provides an introduction to the fundamentals of operations and supply chain. You will acquire knowledge on historic operations management theories in the context of the modern digitised global supply chain. The module will explore the transformative impact of technological innovations and how they can be harnessed to drive logistical and operational efficiencies and improve the delivery of goods and services. The module will also help you to:

- **Evaluate the applicability of module concepts to specific organisational contexts.**
- **Analyse the design of delivery systems and processes using appropriate models and frameworks.**
- **Examine the performance of delivery systems and processes using appropriate models and frameworks.**
- **Identify improvement opportunities and design appropriate strategies to enhance delivery, performance, and design.**

## Consumer Insight (20 credits)

The core focus of this module is the examination of consumer insights using a data-driven approach. The module will develop your ability to identify, measure, and evaluate consumer data, then transform this data into meaningful marketing conclusions. You will be given the opportunity to apply consumer-based marketing metrics and analytical tools to see first-hand how insights shape and aid in effective decision-making. On completion of the module, you should be able to:

- **Differentiate the value of different data sources to develop consumer insights and understanding.**
- **Analyse how relevant consumer insights are applied to manage end-to-end customer journeys.**
- **Appraise the value of data and insights for marketing decision-making.**



## Level 6

### **Project Management (20 credits)**

This module will explore key aspects of project management, including the project lifecycle and practical tools and techniques for project success. You will acquire applicable knowledge with regard to project processes, managing resources, estimating scope, and defining best practices to produce a desired outcome in a range of organisational contexts. By the end of the module you are expected to be able to:

- **Critically evaluate the concepts and principles of project management in different traditional and iterative environments.**
- **Assess a range of project management methodologies.**
- **Critically analyse the use of different project management techniques during project implementation.**
- **Demonstrate a critical understanding of best practice concepts and links between project processes and themes.**

### **Employment Law (20 credits)**

Employment law covers all of the key areas that impact business operations within commerce and industry, while at the same time developing your ability to apply the necessary relevant principles and remedies. You will be given the opportunity to analyse employment law concepts and models and apply them within the context of changing employment environments. Skills gained on the module include:

- **Critically appraising the nature of the employment relationship and the law relating to the formation, operation, and termination of the employment contract.**
- **Contextualising and critically evaluating current developments in employment law.**
- **Defining and applying the main employment rights (statutory and common law), duties, and liabilities of employers and employees.**

## International Business Management (20 credits)

The emergence of the “information and digital age” has drastically changed the face of the international business environment. This module will introduce you to the business issues brought about by an increasingly globalised world, including the cultural, political, legal, and economic niches of different world regions. It will also lay the groundwork for identifying the correct target market, and conducting successful cross-border business within that market. Once you have completed the module you will be able to:

- **Demonstrate knowledge and understanding of how political, economic, socio-cultural, legal, and historical factors influence internationalisation.**
- **Critically appraise the varied strategic approaches used by businesses to identify a suitable host country for foreign expansion, assessing the impact of the market and its culture on international business activity.**
- **Evaluate strategies used by international enterprises to support successful foreign expansion.**

## International Commercial Law (20 credits)

This module will provide you with a solid foundation for understanding the laws that govern the trading of goods and the legal challenges of such trade. It examines the development and influence of the laws governing the trading of goods and explores how commercial transactions are regulated through different types of contracts, domestic law, internationally agreed rules, and dispute resolution procedures. Key skills gained on this module include:

- **Distinguishing between different types of commercial contracts and applying appropriate criteria to determine the available protection.**
- **Analysing the nature and framework of commercial law and identifying and applying the relevant law to complex authentic scenarios.**
- **Demonstrating a critical understanding and commercial awareness of the practicalities related to remedies and put forward reasoned conclusions.**
- **Understanding global commercial law issues and their place in a globalised economy, ethical decision-making, and accountability.**

## Entrepreneurship and Innovation (20 credits)

This module aims to equip you with the practical entrepreneurial and digital skills required to turn conceptual business ideas into viable opportunities. Extensive case studies will be used to develop your diagnostic, creative, and applied thinking skills on a range of topics. You will strengthen your employability through learning the practical aspects of business start-ups, sustainable business strategies, persuasive business plans, and creativity and innovation. The module will also help you to:

- **Critically evaluate entrepreneurship, success factors, and the characteristics and motivations of entrepreneurs.**
- **Apply key theories of idea generation, creativity, and innovation in turning ideas into practical business opportunities.**
- **Demonstrate ability to use appropriate market and industry analysis tools to research, analyse, synthesise, and evaluate the competitive business environment.**
- **Develop and justify the need for and content of a structured business plan.**

## Independent Study (20 credits)

In your final module, you will be given the opportunity to apply the knowledge and skills gained throughout your degree programme to a real-world problem within the context of business management and computing. By pursuing an independent study on a topic of interest, you will be able to showcase your research, project management, and transferable skills to potential recruiters. The final outcome of the module includes the ability to:

- **Identify, plan, design, and execute an independent study based on an issue/challenge appropriate to the business management and computing discipline.**
- **Apply appropriate research design processes to gather data and critically analyse the generated information to address the problem.**
- **Develop a project report that critically discusses the research results in relation to academic and practical consideration appropriately and professionally.**



## **Dr. Alison Watson**

Head of School - Leadership and Management

Dr. Alison Watson is the Programme Team Leader for Arden's undergraduate Business and Accounting programmes. Having taught at Arden for 15 years, she has supported many students on various management courses at all levels of study. Prior to this, Alison was an operations and project manager for a number of large retailers, and therefore has a wealth of experience in the field of business and management.

Alison will provide guidance to the School of Leadership and Management, ensuring that it delivers high quality academic provision and student satisfaction across all courses.





### Why study with Arden University?

**At Arden University we believe everyone, everywhere has the right to gain the life and career benefits that higher education can bring. We are dedicated to making the university experience convenient and accessible to ambitious and motivated individuals worldwide.**

Our mission is to connect adult learners like you with higher education study opportunities that give you the tools you need to fulfil your career and life goals. We challenge conventional perceptions of degree study by providing flexible, vocational courses with timetables and learning options that fit around your life commitments.

As an education provider that is not constrained by bricks and mortar or traditions, we are able to offer courses that are innovative, affordable, and which help students and employers reap the benefits of contemporary training and skills development.

Arden is the university that comes to you, on your terms, helping you achieve the life and professional success you want.



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