

Royal Holloway, University of London
Programme specification for an undergraduate award
BA Modern Languages (German) and Management (RN92)

Section 1 – Introduction to your programme

This programme specification is a formal document, which provides a summary of the main features of your programme and the learning outcomes that you might reasonably be expected to achieve and demonstrate if you take full advantage of the learning opportunities that are provided. Further information is contained in the College prospectus, and in various handbooks, all of which you will be able to access online. Alternatively, further information on the College's academic regulations and policies can be found [here](#). Further information on the College's Admissions Policy can be found [here](#).

BA Modern Languages programmes are delivered in four years. Years one, two and four each comprise one year of full-time study during each of which you must follow courses to the value of 120 credits. Year three consists of a Year Abroad (YA) spent in a country or countries speaking the language or languages of your chosen specialism. Your YA contributes a further 60 credits to your total, half of which are based on a report, written in the source language and the other half on an oral examination on your return to test linguistic skills and intercultural awareness. Your programme provides a structure in which you are able to gain ever-wider knowledge and understanding, and appropriate skills. Your programme contains a combination of mandatory courses to enable you to acquire skills of critical analysis and to achieve fluency in your chosen language(s). In years two and four, you may choose from a range of specialist options to develop your own interests. In the final year, you may complete a research-led dissertation.

While Royal Holloway keeps all the information made available under review, programmes and the availability of individual course units, especially optional course units are necessarily subject to change at any time, and you are therefore advised to seek confirmation of any factors which might affect your decision to follow a specific programme. In turn, Royal Holloway will inform you as soon as is practicable of any significant changes which might affect your studies.

For joint and combined honours programmes, please refer to the programme specification for your secondary department's corresponding single honours programme for further information on educational aims, and learning outcomes.

The following is a brief description for some of the most important terminology for understanding the content of this document:

Degree programme – Also referred to as 'degree course' or simply 'course', these terms refer to the qualification you will be awarded upon successful completion of your studies.

Course unit – Also referred to as 'module', this refers to the individual units you will study each year to complete your degree programme. Undergraduate degrees at Royal Holloway comprise four full units, or a combination of full and half units, to the value of 120 credits per year. On some degree programmes a certain number of optional course units must be passed for a particular degree title.

Section 2 – Programme details			
Date of specification update	April 2019	Location of study	Egham Campus
Programme award and title	BA Modern Languages (German) and Management	Level of study	Undergraduate
Programme code	3206	UCAS code	RNg2
Year of entry	2019/20		
Awarding body	Royal Holloway, University of London		
Department or school	SMLLC	Other departments or schools involved in teaching the programme	School of Management
Mode(s) of attendance	Full-time	Duration of the programme	Four years
Accrediting Professional, Statutory or Regulatory Body requirement(s)	Chartered Institute of Management Accountants (CIMA)		
Link to Coursefinder for further information:	https://www.royalholloway.ac.uk/studying-here/	For queries on admissions:	study@royalholloway.ac.uk .

Section 3 – Degree programme structure											
3.1 Mandatory course unit information											
The following table summarises the mandatory modules which students must take in each year of study											
Year	Course code	Course title	Contact hours*	Self-study hours	Written exams**	Practical assessment**	Coursework**	Credits	FHEQ level	Course status (see below)	Language Level***
1	ML1000	Critical Analysis for Linguists	20	130	70%	0	30%	15	4	MC	All
1	GM1701	German Advanced Written 1	50	150	100%	0	0	15	4	MNC	Post A-Level
1	GM1702	German Advanced Oral 1	20	130	0	100%	0	15	4	MC	Post A-Level
1	GM1601	German Ab Initio Written 1	60	90	100%	0	0	15	4	MNC	Ab Initio
1	GM1602	German Ab Initio Oral 1	40	110	0	100%	0	15	4	MC	Ab Initio
1	GM1400	German Language: Culture & Translation	20	130	80%	0	20%	15	4	MNC	Native Speaker
1	ML1400	Introduction to Translation: Professional Skills	20	130	0	0	100%	15	4	MC	Native Speaker
1	MN1205	Management: International Business	28.5	121.5	0	40%	60%	15	4	MC	All
1	MN1305	Management: Markets and Consumption	28.5	121.5	0	0	100%	15	4	MC	All
1	MN1405	Management: Accounting	28.5	121.5	60%	0	40%	15	4	MC	All
1	MN1705	Management: Organisation Studies	28.5	121.5	50%	0	50%	15	4	MC	All
2	GM2009	German Language II	60	240	50%	50%	0	30	5	MNC	Post A-Level

2	GM2010	Intensive German for Beginners II	100	200	50%	50%	0	30	5	MNC	Ab Initio
2	GM2400	Advanced German Translation: Skills and Practice	20	130	0	20%	80%	15	5	MNC	Native Speaker
2	ML2400	Questions of Translation and Transcultural Communication	20	130	70%	0	30%	15	5	MC	Native Speaker
2	MN2205	Management: Strategic Management	25.5	124.5	70%	0	30%	15	5	MC	All
2	MN2305	Management: Marketing Strategy in Context	28.5	121.5	0	0	100%	15	5	MC	All
2	MN2405	Management: Managerial Accounting	28.5	121.5	60%	0	40%	15	5	MC	All
2	MN2705	Management: Human Resource Management	28.5	121.5	50%	0	50%	15	5	MC	All
3	ML2999	Year Abroad Placement: Intercultural Competency and Professional Skills	0	300	0	0	100%	30	5	MC	All
4	GM3009	German Language III	60	240	50%	50%	0	30	6	MNC	All
4	MN3915	Management: International Management: Business in Context	28.5	121.5	0	0	100%	15	6	MC	All

4	MN3925	Integrating Management: Leadership and Innovation	28.5	121.5	60%	0	40%	15	6	MC	All
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This table sets out the most important information for the mandatory courses on your degree programme. These courses are central to achieving your learning outcomes, so they are compulsory, and all students on your degree programme will be required to take them. You will be automatically registered for these courses each year. Mandatory courses fall into two categories; 'condonable' or 'non-condonable'.

In the case of mandatory 'non-condonable' (MNC) courses, you must pass the course before you can proceed to the next year of your programme, or to successfully graduate with a particular degree title. In the case of mandatory 'condonable' (MC) courses, these must be taken but you can still progress or graduate even if you do not pass them. Please note that although Royal Holloway will keep changes to a minimum, changes to your degree programme may be made where reasonable and necessary due to unexpected events. For example; where requirements of relevant Professional, Statutory or Regulatory Bodies have changed and programme requirements must change accordingly, or where changes are deemed necessary on the basis of student feedback and/or the advice of external advisors, to enhance academic provision.

All students will be registered for ML1000 Critical Analysis for Linguists, with the exception of BA Modern Languages with History of Art & Visual Culture, BA Modern Languages with International Film, BA Modern Languages with Translation Studies, BA Modern Languages with International Relations, and BA Modern Languages with Philosophy, where three languages are chosen (Multilingual Studies).

*Contact hours come in various different forms, and may take the form of time spent with a member of staff in a lecture or seminar with other students. Contact hours may also be laboratory or, studio-based sessions, project supervision with a member of staff, or discussion through a virtual learning environment (VLE). These contact hours may be with a lecturer or teaching assistant, but they may also be with a technician, or specialist support staff.

**The way in which each course on your degree programme is assessed will also vary, however, the assessments listed above are all 'summative', which means you will receive a mark for it which will count towards your overall mark for the course, and potentially your degree classification, depending on your year of study. On successful completion of the course you will gain the credits listed. 'Coursework' might typically include a written assignment, like an essay. Coursework might also include a report, dissertation or portfolio. 'Practical assessments' might include an oral assessment or presentation, or a demonstration of practical skills required for the particular course.

*** Please note, the combination of mandatory courses you will be registered for will vary in accordance with your language level pathway.

3.2 Optional course units

In addition to mandatory course units, there will be a number of optional course units available during the course of your degree. The following table lists a selection of optional course units that are likely to be available. However, not all may be available every year. Although Royal Holloway will keep changes to a minimum, new options may be offered or existing ones may be withdrawn. For example; where reasonable and necessary due to unexpected events, where requirements of relevant Professional, Statutory or Regulatory Bodies (PSRBs) have changed and programme requirements must change accordingly, or where changes are deemed necessary on the basis of student feedback and/or the advice of External Advisors, to enhance academic provision. There may be additional requirements around option selection, so it is important that this specification is read alongside your department's Student Handbook, which you can access via their [webpage](#).

Year 1	Year 2	Year 4
German: Introduction to German Studies	German: Death and Desire: Mann and Kafka	German: Narrative and Identity
German: German History and Culture	German: Love and Marriage in the Novel	German: Dream Factories: German Film
	German: Representations of Childhood and Youth	Management: Consumer Behaviour
		Management: Globalisation of Work
		Management: Business Data Analytics

3.3 Optional course unit requirements

Year 1

- Students who have chosen to specialize in 1 language should then choose at least 45 credits of courses from optional courses offered by the School. You may choose to take an additional language as an option.
- Students who have chosen to specialize in 2 languages should then choose at least 30 credits of courses from optional courses offered by the School.
- Students who have chosen to specialize in 3 languages may choose up to 15 credits of courses from Courses offered by the School.

Year 2

- Students who have chosen to specialize in 1 language should then choose at least 60 credits of courses from the optional courses offered by the School. If you chose to take up an optional language in year 1, you may continue it.
- Students who have chosen to specialize in 2 languages should then choose at least 30 credits of courses from the optional courses offered by the School.
- Students who have chosen to specialize in 3 languages may choose up to 30 credits of courses from the list of optional courses offered by the School.

(Year 3 - Please see Section 4.)

Year 4

Students who pass the final-year language course will have this language included in brackets in the degree title: e.g. BA Modern Languages (French and Spanish). Students who fail to pass the mandatory language units may be:

- Students who have chosen to specialize in 1 language should then choose at least 60 credits of courses from the list below. If you continued with an optional language in year 2 you may continue it.
- Students who have chosen to specialize in 2 languages should then choose at least 30 credits of courses from the list of optional courses offered by the School.

- Students who have chosen to specialize in 3 languages may choose up to 30 credits of courses from the list of optional courses offered by the School.
- Management – you must choose at least 30 credits worth of options from the School of Management.

Section 4 - Progressing through each year of your degree programme

For further information on the progression and award requirements for your degree, please refer to Royal Holloway's [Academic Regulations](#).

Year 3 (Year Abroad)

If you are taking a single language, in addition to ML2999, you must take the following **mandatory** course in your chosen language:

FR2501 Oral Examination in French (30 credits)
GM2501 Oral Examination in German (30 credits)
SN2501 Oral Examination in Spanish (30 credits)
IT2501 Oral Examination in Italian (30 credits)

If you are taking two or more languages you should split the year between countries speaking two different languages. In addition to ML2999, you must take the following mandatory courses in each of your chosen languages:

FR2502 Oral examination in French (15 credits)
GM2502 Oral examination in German (15 credits)
SN2502 Oral examination in Spanish (15 credits)
IT2502 Oral examination in Italian (15 credits)

Additionally, students must pass the mandatory language unit in their chosen language(s) to progress into the second year of study and pass the year 2 mandatory language unit(s) to progress into the Year Abroad. In order to qualify for an award in the field of study, the final-year language unit (FR3009/GM3009/SN3001/IT3009) must be passed in the final year of study. Students who pass the final-year language course will have this language included in brackets in the degree title: e.g. BA Modern Languages (French) and History. Students who do not pass the mandatory language unit(s) in their final year will be awarded a degree in Modern Languages without references to language(s) in brackets.

It is a College requirement that students **complete** their YA in order to be able to progress into the final year. Following agreed university courses to their conclusion, including the sitting of examinations, carrying out agreed work placements and completing YA reports (where appropriate) constitute the completion of the YA.

PLEASE NOTE that students who **fail to complete** their YA as defined above will **NOT** normally be permitted to progress into the final year of their studies.

All first year students on single joint or combined honours programmes offered all or in part by departments or schools in the Faculty of Arts & Social Science are required to pass a Moodle-based writing skills quiz in order to progress into the second year of study. The pass mark for the test is 60%. Certificates of Distinction are awarded to students who achieve at least 80% in the quiz. Students may attempt the quiz as often as they wish with no penalties or capping. Students who meet the requirements for progression as stipulated in the [College's Undergraduate Regulations](#) (Section: Conditions for progression to the next stage) but fail to pass the Moodle-based quiz will not be permitted to progress into their second year of academic study at the College.

Section 5 – Educational aims of the programme

The aims of this programme are:

- To develop advanced skills in understanding, speaking and writing authentically in at least one of the modern languages offered by the School.
- To provide a learning environment in which students from all backgrounds will be able to develop intellectually.
- To provide experience and opportunity for developing a range of transferable skills.
- To introduce all students to the methods of independent research, both in a general sense and in relation to those approaches specific to research in modern languages, literatures and cultures.
- To broaden and deepen students' knowledge and understanding of key aspects of the societies and cultures of their chosen language(s).
- To encourage students to take responsibility for their own study through negotiating subject areas of specialism with each other in seminars, through the informed choice of options and an extended piece of writing in the final year.

Section 6 - Programme learning outcomes	
<p>In general terms, the programmes provide opportunities for students to develop and demonstrate the following learning outcomes. (Categories – Knowledge and understanding (K), Skills and other attributes (S), and Transferable skills (*))</p>	
<ol style="list-style-type: none"> 1. the phonetics, grammar, structure and vocabulary of the principal varieties of your chosen language(s); (K) 2. the similarities and differences between your chosen language(s) and English; (K) 3. the culture of the country or countries speaking your chosen language(s); (K) 4. the resources and techniques available to students and researchers in the field of Translation Studies and in wider applications; (K) 5. the critical discourse which surrounds all of these, and the resources available in these fields; (K) 6. critical skills in close reading, the analysis and critical interpretation of text and data; (S) 7. fluency in your chosen language(s); (S) 8. sensitivity and responsiveness to language and form and an understanding of generic conventions; (S) 9. the ability to conduct research independently using traditional and electronic resources, and develop habits of reflection on study, reading, learning and research; (S) * 10. command of a wider vocabulary and appropriate critical and theoretical terminology; (S) 	<ol style="list-style-type: none"> 11. planning and execution of essays and project-work, bibliographical skills, developing a reasoned argument; (S) * 12. advanced written and oral communication skills, including the ability to present logical and coherent written and oral arguments of varying lengths; (S) * 13. the ability to organise and interpret complex information in a structured and systematic way, and to comprehend and develop sophisticated concepts; (S) * 14. the capacity for independent thought and judgement, along with skills in critical reasoning; (S) * 15. information technology skills (including word processing, email, WWW, information handling and retrieval), and the ability to engage with the textual use of new media, video, TV, DVD and electronic; (S) * 16. interpersonal skills, involving recognising and respecting the viewpoints of others; (S) * 17. time-management and organisational skills including working to deadlines, prioritising tasks, organising work-time; (S) * 18. in addition, this programme fosters the development of a range of personal attributes that are important in the world of work, and that strengthen your abilities to engage in lifelong learning and contribute to the wider community. These include personal motivation; the ability to work autonomously and with others; self-awareness and self-management; empathy and insight; intellectual integrity; awareness of responsibility as a local, national and international citizen; interest in lifelong learning; flexibility and adaptability; creativity. (S) *

Section 7 - Teaching, learning and assessment
<p>Teaching and learning is mostly by means of lectures, seminars, workshops, language classes, tutorials, oral presentations and guided independent study. Assessment of knowledge and understanding is typically by formal examinations, coursework, examined essays, translation and language exercises, oral presentations and the translation project. Full details of the assessments for individual courses can be obtained from the School.</p>

Section 8 – Additional costs	
<p>The fee for your year abroad will be 15% of the tuition fee for that academic year if you study or complete work-based placement as part of the Erasmus exchange programme, or study at a university outside of Europe. The fee will be 20% of the tuition fee for that academic year if you complete a work-based placement in a non-European country.</p> <p>The cost of your year abroad will vary by country. Typical living costs to consider will be accommodation, food and household items, entertainment, travel, books and bills (including your mobile phone). You'll also need to budget for travel to and from your country of study. Additional costs compared to studying in the UK will also depend on personal choices and it is important to research the cost of living before the year commences.</p>	
<p>These estimated costs relate to studying this particular degree programme at Royal Holloway. General costs such as accommodation, food, books and other learning materials and printing etc., have not been included, but further information is available on our website.</p>	

Section 9 – Indicators of quality and standards	
QAA Framework for Higher Education Qualifications (FHEQ) Level	4-6
<p>Your programme is designed in accordance with the FHEQ to ensure your qualification is awarded on the basis of nationally established standards of achievement, for both outcomes and attainment. The qualification descriptors within the FHEQ set out the generic outcomes and attributes expected for the award of individual qualifications. The qualification descriptors contained in the FHEQ exemplify the outcomes and attributes expected of learning that results in the award of higher education qualifications. These outcomes represent the integration of various learning experiences resulting from designated and coherent programmes of study.</p>	
QAA Subject benchmark statement(s)	http://www.qaa.ac.uk/quality-code/subject-benchmark-statements
<p>Subject benchmark statements provide a means for the academic community to describe the nature and characteristics of programmes in a specific subject or subject area. They also represent general expectations about standards for the award of qualifications at a given level in terms of the attributes and capabilities that those possessing qualifications should have demonstrated.</p>	

Section 10 – Further information

This specification provides a concise summary of the main features of the programme and the learning outcomes that a typical student might reasonably be expected to achieve and demonstrate when taking full advantage of the learning opportunities that are available. More detailed information on course units, including teaching and learning methods, and methods of assessment, can be found via the online [Course Catalogue](#). The accuracy of the information contained in this document is reviewed regularly by the university, and may also be checked routinely by external agencies, such as the Quality Assurance Agency (QAA).

Your programme will be reviewed regularly, both by the university as part of its cyclical quality enhancement processes, and/or by your department or school, who may wish to make improvements to the curriculum, or in response to resource planning. As such, your programme may be revised during the course of your study at Royal Holloway. However, your department or school will take reasonable steps to consult with students via appropriate channels when considering changes. All continuing students will be routinely informed of any significant changes.

Section 11 – Intermediate exit awards (where available)

You may be eligible for an intermediate exit award if you complete part of the programme as detailed in this document. Any additional criteria (e.g. mandatory course units, credit requirements) for intermediate awards is outlined in the sections below.

Award	Criteria	Awarding body
Diploma in Higher Education (DipHE)	Pass in 210 credits of which at least 90 must be at or above FHEQ Level 4 and at least 120 of which must be at or above FHEQ Level 5	Royal Holloway and Bedford New College
Certificate in Higher Education (CertHE)	Pass in 120 credits of which at least 90 must be at or above FHEQ Level 4	Royal Holloway and Bedford New College

Section 12 - Associated award(s)	
<p>Single Honours Degree programmes in Modern Languages BA Modern Languages (R900)</p> <p>Combined Honours Degree programmes with Modern Languages as a major component BA Modern Languages WITH History of Art and Visual Cultures (R9W6) BA Modern Languages WITH International Film (R9P3) BA Modern Languages WITH Translation Studies (R9Q9) BA Modern Languages WITH Mathematics (available with French only) (R9G1) BA Modern Languages WITH Philosophy (available with French, Spanish, Multilingual only) (R9V5) BA Modern Languages WITH International Relations (available with Multilingual only) (R9L2) BA Modern Languages WITH Music (available with French, Spanish only) (R9W3)</p>	<p>Joint Honours Degree programmes with Modern Languages as an equal component BA Modern Languages AND Comparative Literature and Culture (RQ92) BA Modern Languages AND History of Art and Visual Cultures (RW96) BA Modern Languages AND Translation Studies (RQ99) BA Modern Languages AND English (RQ93) BA Modern Languages AND Drama (RW94) BA Modern Languages AND Management (RN92) BA Modern Languages AND Classical Studies (RQ98) BA Modern Languages AND Philosophy (RV95) BA Modern Languages AND History (RV91) BA Modern Languages AND Music (RW93) BA Modern Languages AND Greek (available with French, German only) (RQ97) BA Modern Languages AND Latin (available with French only) (RQ96)</p>