

Programme Specification

BA (Hons) Media Production (Top-up)

Awarding Institution:	The University of Bolton		
Teaching Institution:	The University of Bolton		
Division and/or Faculty/Institute:	Arts and Media Technologies		
Professional accreditation	Professional body	Professional body URL	Status of graduates
	N/A	N/A	N/A
Final award(s):	B.A. (Hons) (Top-up)		
Interim award(s)	N/A		
Exit or Fallback award(s)	N/A		
Programme title(s)	Media Production		
UCAS Code	P3C0		
JACS Code	P310		
University Course Code(s)	TFS0005 (FT) TFS5019 (PT)		
QAA Benchmark Statement(s)	Communication, Media, Film and Cultural Studies		
Other internal and external reference points	QAA Academic Infrastructure, including the Framework for Higher Education Qualifications and the Code of Practice UK Quality Code for Higher Education University of Bolton awards framework Consultation with Vision and Media		
Language of study	English		
Mode of study and normal period of study	Full time – 1 year Part time – 1.5 years		

Admissions criteria

Standard Requirements

The BA (top-up) is for people progressing from level HE5 qualifications in Media Production. Applicants will normally:

- have a Level HE5 qualification in the specialist area;
- be successful in an interview with a member of the course team;
- present a portfolio of a suitable standard for entry.

Additional admissions matters

Interviews (when carried out) can be arranged online or in person.

Fitness to practise declaration

Not applicable

Aims of the programme

The principal aims of the programme are to:

- facilitate students' continuing personal/professional development (CPD) and support improvement in their professional practice in the specialist area of media production that will be of value to them and their future job prospects;
- help them to review and update their knowledge and understanding of a range of contextual themes (e.g. cultural, diversity, ethical, political, social, sustainable, technical and theoretical) that can inform their intellectual understanding of the specialist area of media production as well as the broader context within which it sits;
- help students to develop as reflective practitioners and be critically reflective problem solvers;
- develop students' skills and abilities to undertake agreed planned projects demonstrating an ability to work independently and in teams;
- encourage students to read academic literature critically applying and evaluating a range of theoretical concepts and models;
- enhance students' technical skills and knowledge in their specialist area;
- help student to apply best practice health and safety protocols and procedures;
- help students to develop academic and research skills so they can study effectively at level HE6 as well as prepare for study at level HE7;
- help students to develop a range of transferable skills for studying and working effectively at level HE6 whilst preparing them for study at level HE7.

Distinctive features of the programme

The distinctive features of the programme are:

- its usefulness in helping students to develop research skills and understanding;
- that it will help students to learn about the broader academic and professional context of their professional area by the study of relevant and contemporary themes;
- the focus of the assessments is varied and include planned projects that are professionally relevant;
- students will be able to progress their learning in their specialist area.

Programme learning outcomes**K. Knowledge and understanding**

On completion of the programme successful students will be able to demonstrate systematic knowledge and understanding of:

1. key issues surrounding the discipline in contemporary and historical contexts.
2. research methods and contexts that relate to your chosen area of creative professional practice.
3. how to produce independently driven creative solutions in response to socially, politically, ethically or culturally relevant themes, which have been driven by the findings of academic and professional research.

C. Cognitive, intellectual or thinking skills

On completion of the programme successful students will be able to demonstrate the ability to:

1. employ critical thinking skills by presenting a high level of argument and analysis of theory;
2. apply and demonstrate research skills and research activity;
3. conduct literature reviews and analyse findings;
4. critical understanding of the cognitive and craft skills involved in creative production;
5. explore the relationship between research and professional practice;
6. explore and apply the University's core values of internationalisation, sustainability and employability to media projects.

P. Practical, professional or subject-specific skills

On completion of the programme successful students will be able to demonstrate the ability to

1. relate research you have undertaken to your professional practice;
2. utilise high levels of practical knowledge and creative skills involved in creative production;
3. apply theoretical frameworks to the production of successful creative briefs;
4. conceive, plan, negotiate and sustain a long-term body of work.

T. Transferable, key or personal skills

On completion of the programme successful students will be able to demonstrate the ability to:

1. source, organise and analyse research material;
2. present research findings in written and visual forms;
3. give oral presentations in a confident manner suitable for the audience;
4. work constructively a part of a team;
5. prepare for professional practice;
6. apply best practice health and safety protocols and procedures.

Programme structure

The B.A. (Hons) in Media Production (Top-up) is 120 credits at level 6.

Module Code	Module title	Core/ Option/ Elective (C/O/E)	Credits	Length (1, 2 or 3 periods)
MED6000	Research	C	20	1
MED6003	Contextualising Theory	C	20	1
MED6006	Production Project	C	20	1
MED6007	Professional Practice and Self-Promotion	C	20	1
MED6001	Major Project	C	40	1

Learning and teaching strategies

Learning and teaching methods involve a so-called “blended learning” style. This means you will be in face- to-face sessions as well as partaking in e-learning using our Virtual Learning Environment (VLE), Moodle. Active learning is promoted via seminars, lectures and tutorials underpinned by practical work, research and discussions. The VLE allows students to access learning materials and study aids either on or off-campus which is of great benefit as it allows self-directed study to be completed from anywhere at any time. Students will also learn through participating in online learning activities and discussion forums and through doing work-based assignments and projects. Students will have on-going support for their learning and development through the tutorial process.

Learning activities (KIS entry)

	Course Year
	1
Scheduled learning and teaching activities	31%
Guided independent study	66%
Placement/study abroad	0

Assessment strategy

Assessment tasks are linked to the learning outcomes of each module and are normally completed at the end of the module.

You will have formative assessment to help you learn and develop your knowledge and skills and summative assessment on which you are graded. There are no examinations - assessment is by continuous assessment in the form of the submission of: portfolios; written critical self-reflections; transmedia project work; and written reports. In addition, students will receive ongoing formative assessment on their assessment work in progress and the development of their skills and knowledge.

Assessment methods (KIS entry)

	Course Year
	1
Written exams	0%
Coursework	100%
Practical exams	0%

Assessment regulations

- Assessment Regulations for Undergraduate Modular Programmes

Grade bands and classifications

Grade Description	Mark %	Honours Degree Classification
Work of exceptional quality	70+	i
Work of very good quality	60-69	ii.i
Work of good quality	50-59	ii.ii
Work of satisfactory quality	40-49	iii
Borderline fail	35-39	
Fail	Below 35	

Honours classification

You will normally be awarded the honours classification resulting from the application of either Rule ACM20 or Rule ACM6.

Rule ACM20

A weighted average of the marks from modules worth a total of 200 credits at Levels HE5 and HE6 combined, including the marks from modules worth no more than 80 credits at

least at Level HE5 (weighted 30 percent) and marks from modules worth at least 120 credits at Level HE6 (weighted 70 percent), which represent the best marks achieved by you at those Levels.

Where the average falls unequivocally into one of the following bands: 48.00 - 49.99, 58.00 - 59.99, 68.00 - 69.99; and you have achieved marks clearly in an honours classification category higher than their average for modules worth at least 110 credits, then you will be awarded an honours degree in the classification category one higher than that indicated by your average.

Rule ACM6 (an alternative if you do not have sufficient marks at Levels HE5 and 6 to apply ACM20)

A simple average of the equally weighted marks from modules worth 120 credits at Level HE6 which represent the best marks achieved by you at that Level.

Where the average falls unequivocally into one of the following bands: 48.00 – 49.99, 58.00 – 59.99, 68.00 – 69.99; and you have achieved marks clearly in an honours classification category higher than their average for modules worth at least 70 credits, then you will be awarded an honours degree in the classification category one higher than that indicated by their average.

Where you have marks available for fewer than 120 credits at Level HE6, honours classification shall normally be based **solely** on a simple average of the available marks for modules at Level HE6, subject to there being marks for a **minimum of 60 credits awarded by the University. Upgrading of the honours classification will not normally be available where there are marks available for fewer than 120 credits at Level HE6**, unless this is explicitly approved.

Role of external examiners

External examiners are appointed for all programmes of study. They oversee the assessment process and their duties include: approving assessment tasks, reviewing assessment marks, attending assessment boards and reporting to the University on the assessment process.

Support for student learning

The following are examples of support for student learning.

- The programme is managed by a programme leader
- Induction programme introduces the student to the University and their programme
- Each student has a personal tutor, responsible for support and guidance
- Personal Development Planning (PDP) integrated into all programmes
- Feedback on formative and summative assessments
- A Student Centre providing a one-stop shop for information and advice
- University support services include housing, counselling, financial advice, careers and a disability
- A Chaplaincy
- Library and IT services

- Student Liaison Officers attached to each Faculty
- The Students' Union advice services
- Faculty and Programme Handbooks which provide information about the programme and University regulations
- The opportunity to develop skills for employment
- English language support for International students
- The opportunity to develop skills for employment
- Video edit suites
- Computer facilities with dedicated media software
- Studio facilities
- Sound recording facilities
- Film production facilities
- Technical support and advice
- Placement support
- Online support via the virtual learning environment (VLE) used by the University is available
- Academic module tutors provide support during the modules
- You are provided with feedback on assignments, workshops and technical assistance
- The university careers service and web pages at <http://www.bolton.ac.uk/Careers/Home.aspx>

Methods for evaluating and enhancing the quality of learning opportunities

We continually enhance the quality of the programme and the follow are examples of ways in which we do this.

- Programme committees with student representation
- Module evaluations by students
- Students surveys, e.g. National Student Survey (NSS)
- Annual quality monitoring and action planning through Programme Quality Enhancement Plans (PQEPs), Data Analysis Report (DARs) Subject Annual Self Evaluation Report (SASERs), Faculty Quality Enhancement Plans (FQEPs), University Quality Enhancement Plan (UQEP)
- Peer review/observation of teaching
- Professional development programme for staff
- External examiner reports

Other sources of information

Student portal <http://www.bolton.ac.uk/Students/Home.aspx>

Students Union <http://www.ubsu.org.uk/>

Faculty Handbook <http://www.bolton.ac.uk/students/>

Programme Handbook

Student Entitlement Statement

Module database: <http://modules.bolton.ac.uk>

Moodle (for the programme)

External examiners reports

<http://www.bolton.ac.uk/Quality/QAECContents/ExternalExaminersReports/Home.aspx>

The university careers service and web pages at <http://www.bolton.ac.uk/Careers/Home.aspx>

Document control	
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Learning Outcomes Map

Module title	Mod Code	Status C/O/E	K1	K2	K3	C1	C2	C3	C4	C5	C6	P1	P2	P3	P4	T1	T2	T3	T4	T5	T6
Research	MED6000	C	D	T D A		T D A	T D A	T D A		T D A		T D A			T D A	T D A	T D A	T D A		T D A	T D A
Contextualising Theory	MED6003	C	T D A	T D A	T D A	T D A		T D A		T D A		T D A			T D A	T D A	T D A			T D A	
Production Project	MED6006	C			D				T D A		D		T D A	T D A		D	T D A	T D A	T D A	T D A	T D A
Professional practice and self-Promotion	MED6007	C			D A	D A	D A		D A	D	D	D	D A	D	D A	D	D A	A	D	T D A	T D A
Major Project	MED6001	C	T D A	D A	D A	T D A	D A		D A	D	D A	D	D A	D	D	D	D A		D	T D A	T D A

K. Knowledge and understanding P. Practical, professional and subject specific skills C. Cognitive, Intellectual and thinking skills T. Transferable, key or personal skills

Developed = D, Taught = T, Assessed = A

Module Listing

Module title	Mod Code	New? ✓	Level	Credits	Type	Core/Option/E lective C/O/E	Pre-requisite module	Assessment 1			Assessment 2		
								Assessment type	Assessment %	Add Y if final item	Assessment type	Assessment %	Add Y if final item
Research	MED6000	New	6	20	STAN	Core	None	CW	100	Y			
Contextualising Theory	MED6003	New	6	20	STAN	Core	None	CW	30		CW	70	Y
Production Project	MED6006	New	6	20	PROJ	Core	None	CW	75	Y	PRA	25	
Professional Practice and Self-Promotion	MED6007	New	6	20	STAN	Core	None	CW	75	Y	PRA	25	
Major Project	MED6001	New	6	40	PROJ	Core	None	CW	100	Y			

Type = DISS (Dissertation); FLDW (Fieldwork), INDS (Independent study); OTHR (Other); PLAC (Placement); PRAC (Practical); PROJ (Project);
 STAN (Standard); WBL (work-based learning)
 Assessment = EX (Written Exam); CW (Coursework); PRA (Practical)

University of Bolton's Key Core Curriculum Requirements

Module Title	Module Code	C/O/E	Employability											Bolton Values		
			PDP	Communication	Team work	Organisation & Planning	Numeracy	Problem solving	Flexibility & adaptability	Action planning	Self awareness	Initiative	Personal impact & confidence	Inter-nationalisation	Environmental sustainability	Social, public and ethical responsibility
Research	MED6000	C		TDA	TD	TD		TD		TD	TD	TDA	TD	TDA		TDA
Contextualising Theory	MED6003	C		TDA	TD	TD		TD		TD	TD		TD	TDA		TDA
Production Project	MED6006	C		DA	DA	DA	D	DA	DA	DA	D	DA	D	D	D	D
Professional practice and self-Promotion	MED6007	C	TA	TA		TDA	DA	TDA	TD	TDA	TDA	TDA	D	DA	D	DA
Major Project	MED6001	C				TDA		D	D	TDA	D	DA	D	DA	DA	DA

Developed = D, Taught = T, Assessed = A