Programme Specification



Programme Title and Name of Award	PG Certificate in Tourism Management		
Academic Level	7	Total Credits	60
Professional Body Accreditation / Qualification	N/A		
Date of Professional Body Accreditation	N/A	Accreditation Period	N/A
UCAS Code	Not applicable		
HECoS Code	100100 Tourism Management		
Criteria for Admission to the Programme	The University's standard criteria for admissions apply. Please refer to the <u>Applicant Information pages of the University website for more</u> information. For APL, please refer to the University website. Detailed criteria for admission to this programme can be found on the programme webpage: <u>https://www.cumbria.ac.uk/study/courses/postgraduate/pg-cert-in-</u> tourism-management/ The following additional requirements apply for entry to this programme: As an applied programme of study applicants must have a minimum of two years relevant industry experience in tourism or similar service industry organisation.		
Teaching Institution	UoC		
Owning Institute	Institute of Business, Industry and Leadership		
Programme delivered in conjunction with	N/A		
Principal Mode of Delivery	Blended Learning		
Pattern of Delivery	This programme is available on a Full-time (1 semester) and Part- time basis.		
Delivery Site(s)	Ambleside		

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Programme Length	Fulltime – 1 year Part-time – 2 years Maximum registration - 4 years
Higher Education Achievement Report (HEAR)	Upon successful completion of this programme, you may receive a Diploma Supplement/Higher Education Achievement Report (HEAR).
Exit Awards	N/A
Period of Approval	January 2020 – December 2024

This programme has been approved (validated) by the University of Cumbria as suitable for a range of delivery modes, delivery patterns, and delivery sites. This level of potential flexibility does not reflect a commitment on behalf of the University to offer the programme by all modes/patterns and at all locations in every academic cycle. The details of the programme offered for a particular intake year will be as detailed on the programme webpage:

https://www.cumbria.ac.uk/study/courses/postgraduate/pg-cert-in-tourism-management/

Cumbria Graduate Attributes

Throughout your studies, you will be provided with the skills and knowledge relevant to the global workplace. All successful graduates of the University of Cumbria will be:

- Enquiring and open to change
- Self-reliant, adaptable and flexible
- Confident in your discipline as it develops and changes over time
- Capable of working across disciplines and working well with others
- Confident in your digital capabilities
- Able to manage your own professional and personal development
- A global citizen, socially responsible and aware of the potential contribution of your work to the cultural and economic wellbeing of the community and its impact on the environment
- A leader of people and of places
- Ambitious and proud

Programme Features

Located at our Ambleside Campus, this unique educational location is strategically placed in both the Lake District National Park, and a UNESCO Heritage site, with the regional visitor economy providing opportunities for the study of tourism management in an internationally recognised tourism destination. The courses we offer are delivered by academic and industry experts who provide you with insights into best practice across a range of sectors, and the opportunity to engage and work with some of the most innovative and creative businesses in the region. Designed in consultation with regional and national businesses operating in the visitor economy, and representatives from our strategic partners at Cumbria Tourist Board, the PG Cert provides you with the opportunity to enhance your knowledge and expertise in three key areas of business success – Tourism Entrepreneurship and Innovation, Destination Marketing and Managing the Visitor Experience. Each module provides you with a 'toolkit' for modelling what successful service sector provision looks like in an industry with many stakeholders and widely differing agendas. In addition, our strategic partnerships with Cumbria Tourist Board, the Lake District China Forum and the Lake District Hotels Association, alongside our wider national and international industry links provides you with access to the latest data and information impacting on the tourism industry in the region.

The PG Cert focuses on real-world learning and engagement allowing you to draw on your existing knowledge and expertise, to reflect on current academic thinking and existing industry practice, and to develop critical and creative solutions to real world problems. This approach in terms of applied learning aligns your role as an industry professional, with a contemporary curriculum that reflects the dynamic and challenging nature of the tourism industry. This external dimension to your course experience ensures that you are appropriately challenged, develop your own learning identity and further develop the skills need to optimise your career.

The key features of your programme include:

Flexible Study - Modules are delivered in a blended learning format so you will have access to online study material followed by face-to-face teaching provided in a 3-day block at our stunning Ambleside campus. This approach to teaching and learning allows you to optimise your educational experience while minimising the impact on your work and family commitments.

Contextualised Learning and Industry Engagement - All modules are delivered at Ambleside by academic and industry experienced staff. Guest lectures and site visits are embedded into all of your modules and case study material is directly linked to industry.

Contextualised Assessment - All module assessments are designed for real world application, utilising subject specific 'toolkits' and frameworks that can be considered in the context of your own work experience or completed in association with one of our industry partners.

Learning Support - All modules are supported with a range of online study materials and on-line video tutorials so that you can develop your knowledge to fit with your other work and family commitments.

On successful completion of the PG Cert you can choose to further progress your studies by registering for a further three modules to complete the PG Diploma in Tourism Management or convert to the full MBA Tourism Management. Both programmes also provide you with the opportunity to develop a specialist area of expertise in areas such as heritage, sustainability, events and hotel management.

Aims of the Programme

The overall aims of the Programme are:

At level 7 the programme aims are as follows:

- 1. To provide you with a broad, analytical and integrated programme of applied study that focuses on deepening your knowledge and understanding of contemporary tourism management and its related sectors.
- 2. To encourage your confident expression and sophisticated understanding of critical theories and debates across a range of tourism contexts, helping you to appraise the value of their application in real world situations.

- 3. To encourage you to work independently as scholars in the field of tourism management, and to present your work in a coherent, reflective and professional manner.
- 4. To develop your advanced subject specific and transferable skills allowing you to function competently and effectively at management level in the tourism industry.

Level Descriptors

Level Descriptors describe in general terms the expected outcomes you will achieve at each level of study as you progress through your programmes. They describe the relative demand, complexity, depth of learning and learner autonomy associated with a particular level of learning and achievement. The University's Level Descriptors are aligned to the national <u>Framework for Higher</u> <u>Education Qualifications</u> (FHEQ) and are a key mechanism for ensuring the academic standards of the University's provision.

At Level 7 (Usually Master's level), you will be able to demonstrate that you have the ability:

- To display a systematic understanding of knowledge, and a critical awareness of current problems and/or new insights, much of which is at, or informed by, the forefront of your academic discipline, field of study or area of professional practice.
- Employ advanced subject-specific and cognitive skills to enable decision-making in complex and unpredictable situations.
- Generate new ideas and support the achievement of desired outcomes
- Accept accountability for decision making including the use of supervision
- Analyse complex concepts and professional situations by means of synthesis of your personal and work-place reflection and data drawn from scholarship and research in the field.

Programme Outcomes – Knowledge and Understanding

The programme provides opportunities for you to develop and demonstrate the following:

After 60 credits of study (PG Cert) you will be able to demonstrate:

- **K1**. Relevant knowledge and understanding of organisations and the external context in which they operate.
- **K2.** Management and operational skills necessary to shape the dynamic and organic changes within your sector of the tourism industry
- **K3.** Reflective learning and application of knowledge based on your prior industry experience and peer-to-peer discussion.

Programme Outcomes – Skills and other Attributes (including Employability Skills)

The programme provides opportunities for you to develop and demonstrate the following:

After 60 credits of study (PG Cert) you will be able to demonstrate:

- **S1.** Excellent communication skills, both written and verbal, clearly and confidently expressing complex information and ideas in a variety of formats.
- **S2.** Effective performance within a team environment and the ability to recognise and use individual contributions to negotiate with, persuade or influence others.
- **S3.** The critical and creative thinking associated with managing businesses operating in the tourism industry, including identifying assumptions, evaluating statements, and defining tourism terms adequately.

External and Internal Reference Points

The following Subject Benchmark Statements and other external and internal reference points have been used to inform the Programme Outcomes:

While priority has been given to the QAA Subject Benchmark Statement for Masters Degrees in Business and Management (2015) which cover both generalist and specialist programmes including MBA Awards, reference has also been made to the QAA Subject Benchmark Statement for Events, Hospitality, Leisure Sport and Tourism (2016) as sourced from the <u>QAA website: -</u>

QAA Subject Benchmark Statement for Masters Degrees in Business and Management (2015)

QAA Subject Benchmark Statement for Events, Hospitality, Leisure Sport and Tourism (2016)

University of Cumbria Strategic Plan

University of Cumbria Learning, Teaching and Assessment Strategy

University of Cumbria Regulations and Academic Procedures and Processes

Graduate Prospects

As a practical and contemporary programme of learning, the PG Cert has been designed for you as an industry professional, to build on your previous relevant education and work experience. The specific focus of the programme is to enhance your existing knowledge and provide you with the key skills and competencies associated with the successful management of businesses in the visitor economy. On successful completion of the PG Cert you should be able to progress your career to the next level either within your existing organisation, or in a comparable company. Depending on previous work experience, as a minimum you should expect to undertake roles such as Operations Manager, Events Planner, Head of Department or similar positions at management level. Alternatively, you can choose to continue with your studies and register for a PG Diploma or a full Masters level/ MBA qualification in a similar field of study.

Learning, Teaching and Assessment Strategies employed to enable the Programme Outcomes to be Achieved and Demonstrated

As a student at the University of Cumbria, you are part of an inclusive learning community that recognises diversity. You will have opportunities to learn by interacting with others in a collegiate, facilitative and dynamic learning environment. Teaching, assessment and student support will allow equal and equitable opportunities for you to optimise your potential and develop autonomy.

We seek to create a stimulating and innovative community of learning, whether encountered on campus or at a distance, on placement or in the workplace. Facilitated by our expert practitioner staff, you will experience a learning environment that is well equipped, flexible, and stimulating.

Learning and Teaching

The approach to learning and teaching on the PG Cert is aligned with the UoC vision of being:

"recognised as a catalyst for individual and regional prosperity and pride with national and international relevance, reach and impact",

and the LTA Strategy (2017-22) themes and aims that focus on the development of graduate employability and the creation of a professionally relevant learning environment for both you as a learner, and the team involved in the delivery of the programme. To that end the programme adopts a philosophy of applied learning that impacts on teaching, learning and assessment in terms of the approach to:

Curriculum Design – innovative and 'transformational' approaches to teaching and learning have been embedded as far as possible into the programme design to create a distinct offer relevant to the development of your employability and your ability to make a positive contribution to business. This is evidenced in the PG Cert through a focus on the host guest relationship that is embedded in destination marketing and managing the visitor experience and the importance of the innovative nature of that relationship. The key to this is the triangle of consumer, destination and company/product and your input in terms of the management expertise required to be successful within that industry.

Module delivery – all modules are delivered in a blended learning format that combines online and face to face block delivery to minimise the impact on your work and family commitments. This ensures that you have the opportunity to explore the concepts within each module prior to the face to face delivery and then to reflect on these prior to submission of your final assessments.

Module content – draws on guest speakers, site visits, case study material and examples of industry best practice providing you with a holistic view of tourism management in the region and facilitating your engagement. This will include access to family owned and run business, group business models, facility managers, events managers and those responsible for destination management.

Module tutors – have applied industry knowledge, research and academic expertise specific to their subject area allowing for the contextualisation of academic thinking and discussion of its application to industry.

Learner support – you are supported to develop your own learner identity, allowing you to bridge the gap between academic thinking and real-world experience. The tutor's role is central to that support and the creation of an online discussion forum for both the programme and the individual modules that will ensure you have ready access to peer and academic support throughout your programme of study.

This philosophy allows you to develop your critical thinking, problem solving, interpersonal and creative skills giving you the 'tools' with which to demonstrate your managerial capabilities and maximise your career potential. In 'transformational' terms this reflects current thinking in the field of tourism management, which calls into question the more traditional views of sustainability, tourism management and planning and approaches to managing business in the visitor economy. It opens up the transformational effects upon the triangle of host, guest and destination and those key management responses that are necessary for organic growth, visitor management and sustainable economies. The application of theoretical constructs in real-world environments ensures that assessments are appropriately challenging at level 7 and promote the critical, analytical and creative thinking you need to function effectively as a manager in the tourism industry.

The programme is delivered at our Ambleside campus providing you with access to a range of teaching and learning facilities and support mechanisms. The nature of the programme also requires

an element of online support that is managed through the UoC VLE (Blackboard) and the provision of a Pebblepad site that allows you to track your achievements in terms of meeting the programme outcomes.

In order to maintain the quality and integrity of your experience at Ambleside our progress and performance in terms of the PG Cert will be monitored in line with the LTA Strategy (2017-22) with external indicators that include:

The National Student Experience Survey (PTES) and the DLHE (graduate employment monitoring);

and internal indicators in terms of: Student Achievement (pass, merit, distinction),

Staff engagement with academic professional development,

Research with other HEI's or research institutions, and

Academic engagement with professional bodies and other associations who can make a positive contribution to your programme of study.

Summative and Formative Assessment

As indicated in the Programme Delivery Structure provided later in the document the PG Cert provides you with a diversity of assessment methods, all of which are applied in nature and can be considered in the context of a real-world environment. For you, this could be in your existing place of work, or in conjunction with an industry partner. All module assessment draws on current academic and real world thinking, ensuring your engagement with industry partners and the potential to develop your employability in terms of key skills and knowledge. Destination marketing, for example requires the creation of a bid document for a location or company. Managing the visitor experience considers the service encounter in a tourism related business and the management interventions necessary throughout a given time period.

The combination of industry input that is embedded through visits and guest lecturers, the research experience of the tutors, and your professional opinion and expertise provides the relevance and the reality of your programme experience. The application of theoretical constructs in real-world environments ensures that your assessments are appropriately challenging at level 7 and promote the critical, analytical and creative thinking you need to function effectively as a manager in the tourism industry. The programme design in terms of online support and face to face delivery in 3-day blocks ensures that your assessments are distributed throughout the academic year. Module support and guidance throughout the duration of your programme ensures that you are provided with a number of opportunities for summative and formative feedback with the provision of constructive comments intended to enhance your assessment performance going forward.

Student Support

We provide responsive learner support that promotes student success. Our approach to learner support is designed to support achievement and progression, champion inclusivity and accessibility, prepare you for opportunities beyond study, and promote independence and resilience, enabling you to achieve your potential.

As a student of the University of Cumbria, you will be taught by academics and expert practitioners who facilitate learning through structured inquiry. You will be provided with access to high quality academic resources through physical and digital libraries and will be supported to develop skills that enable you to become a critical, reflective, discerning and independent learner and researcher.

Induction

The PG Cert is aimed at industry professionals and delivered in a blended learning format to minimise the impact on your work and family commitments. Online material is available through the university Blackboard site and face-to-face content is provided in three-day blocks at our Ambleside

campus. Your induction will, in the first instance, be offered in a condensed format of 1 day at the start of your programme, providing an introduction to the course and the teaching team and advice on research and IT skills to support your learning. In addition, you will be supported via the programme page on Blackboard that will provide key information on programme timings, key contacts and links to university library and support systems. The first evening of every block teaching session you attend will include a networking event with the team to create and foster a collaborative and supportive learning community throughout the duration of your studies.

Personal Tutoring

You will also be allocated a Personal Tutor. Your Personal Tutor will be based at the Ambleside campus and will be proactively involved in the delivery of your programme and have contact with you throughout your time at the University. They will support your learning and development, through tutorials, progress reviews and other support as outlined in the Personal Tutoring Policy. When you are off campus your personal tutor can be contacted by email or skype.

Personal and Professional Development Planning

Personal & Professional Development Planning (PPDP) is embedded into the programme design in terms of industry engagement and assessment. In order to document your progress through the course of the programme you will be able to access a personal Pebblepad site that covers the programme skills and knowledge and allows you to evidence your development and reflect on your personal and professional growth. The programme team will support you to build a portfolio of work as you complete each module, evidencing your personal learning journey and subject knowledge for future use in your career.

Library and Academic Support (based in Information Services)

Module leaders will collaborate with Library and Academic Advisors to ensure that your reading and resource lists are current and items are available via the library discovery tool OneSearch. In order to maximise access, availability and usefulness, ebooks and electronic journal titles will, in most cases, be prioritised. You can access a wide range of electronic and print content using <u>OneSearch</u> and you can find out more about key texts, databases and journals for your subject by accessing the library's subject resources webpages. Where appropriate, module reading and resource lists will be made available to you electronically using the University's online reading and resource list system.

The <u>Skills@Cumbria</u> service can help support your academic skills and success throughout your programme. The service is delivered by a team of professional Library and Academic Advisors. It includes a suite of online self-help resources accessible 24/7 via the University's website and Blackboard site. It also provides group and individual advice and guidance accessible through and alongside your course and by different means such as face to face, email or virtual. Visit skills@cumbria for more details.

IT and Technical Support

Technology is an invaluable asset when it comes to studying, so it's important you know how to make the most out of the excellent <u>facilities we have available</u>. Our aim is to ensure you can access university electronic resources from anywhere or any device, whether on or off campus. The <u>Student</u> <u>Hub is</u> your one-stop gateway to all university systems, Outlook email, and OneDrive.

Whether you consider yourself a computer expert or you're not confident about your IT skills, we're always around to ensure you get the level of support you need. We have a wealth of information and support available on the <u>website</u> and have a dedicated IT Service Desk where you can talk to someone by phone or log your question online from anywhere, at any time.

Student Support Services

Student Support Services offer a wide range of support, including: careers and employability, financial help, counselling, health and wellbeing and support for disabled students and those with specific learning requirements. We also offer mentoring by trained students which you can request at any point during your studies. We know that you want to get the most out of your programme, make the best use of your time and find or continue in the career you always dreamed of. Access

university support and facilities easily and quickly via the <u>website and/or via the Student Services</u> <u>guidance tile on the Student Hub.</u>

In addition to the range of guidance above, you have the opportunity to further develop your personal, academic and professional skills by taking part in a number of initiatives coordinated and delivered by professional services advisers:

Preparing for Postgraduate Study

This online pre-entry Master's level course is available free of charge through the Open Education Platform powered by Blackboard, as is Head Start Plus. It provides a useful insight into the academic requirements of study at postgraduate level and is recommended to students who are about to start their PG qualification.

To access the course simply follow the link to <u>https://openeducation.blackboard.com/cumbria</u> and set-up a free account with Open Education. Once logged on, select the course free of charge and work through it at your own pace.

Mature Students' Events

Whether it is a coffee morning, lunchtime gathering or a social event, there are events happening throughout the year to link you up with other mature students who will also be juggling a number of commitments alongside their studies.

Help is at Hand Events

Keep a look out for these interactive events on campus around October and January. You are encouraged to attend these as they showcase the range of support available here and give you the opportunity to talk to people from Finance, Accommodation, the Students' Union, the Wellbeing and Disability Team etc.

Career Ahead+

Career Ahead+ is the University of Cumbria's Employability Award. Completing Career Ahead+ will help you recognise and develop your skills, providing a greater opportunity for you to get the job you want when you graduate. The award is based on what employers look for in an ideal candidate, in relation to skills, knowledge and experience. You will be supported with career direction, gaining experience, and providing all the skills needed to complete the perfect application and be successful in that all important job interview. Contact <u>careerahead@cumbria.ac.uk</u>or visit <u>www.cumbria.ac.uk/careerahead</u> for more information.

Academic Level	Module Code	Module Title	Credits	Module Status [*]	Programme Outcomes achieved
7	TOUR7001	Tourism Innovation and Entrepreneurship	20	Compulsory	K1, K2, K3, S1, S3
7	TOUR7002	Destination Marketing	20	Compulsory	K1, K2, K3, S1, S2
7	TOUR7003	Managing the Visitor Experience	20	Compulsory	K1, K2, K3, S1, S3
Notes	nme operates in	accordance with the University's Academic Regulat	ions and Acad	demic Procedures a	ind Processes.
		es available as part of the PG Cert and students mu			
Students car	n choose to with	draw from their programme of study at any stage a	nd will be elig	gible for a transcrip	ot of credit for each module passed
The pattern	of delivery for P	T study will follow the FT structure with guidance fr	om the Progra	amme Leader.	

* Key to Module St	* Key to Module Statuses		
Core Modules	Must be taken and must be successfully passed		
Compulsory Modules	Must be taken although it may possible to condone/compensate as a marginal fail (within the limits set out in the Academic Regulations and provided that all core or pass/fail elements of module assessment have been passed)		
Optional Modules	Are a set of modules from which you will be required to choose a set number to study. Once chosen, it may possible to condone/compensate as a marginal fail (within the limits set out in the Academic Regulations and provided that all core or pass/fail elements of module assessment have been passed)		
Qualificatory Units	These are non- credit-bearing pass/fail components that are used to satisfy relevant professional, statutory or regulatory body professional requirements that are associated with the programme		

	Delivery Pattern			
Module Code	Module Title	Autumn Semester / Spring Semester / Extended Spring Semester / Year-Long	Method(s) of Assessment	Approximate Assessment Deadline
TOUR7001	Tourism Innovation and Entrepreneurship	Spring Semester	Report (100%)	Early Semester 2
TOUR7002	Destination Marketing	Spring Semester	Group Presentation (50%) Written Assignment (50%)	Mid Semester 2
TOUR7003	Managing the Visitor Experience	Extended Spring Semester	Presentation (40%) Written Assignment (60%)	Late Semester 2

Programme Delivery Structure: PG Certificate Tourism Management Full Time September Start				
Module Code	Module Title	Delivery Pattern Autumn Semester / Spring Semester / Extended Spring Semester / Year-Long	Method(s) of Assessment	Approximate Assessment Deadline
TOUR7001	Tourism Innovation and Entrepreneurship	Autumn Semester	Report (100%)	Early Semester 1

TOUR7002	Destination Marketing	Autumn Semester	Group Presentation (50%) Written Assignment (50%)	Mid Semester 1
TOUR7003	Managing the Visitor Experience	Autumn Semester	Presentation (40%) Written Assignment (60%)	Late Semester 1
Students exiting at this point with 60 credits would receive a PG Certificate Tourism Management				

Programme	Programme Delivery Structure: PG Certificate Tourism Management January Part Time				
Module Code	Module Title	Delivery Pattern Autumn Semester / Spring Semester / Extended Spring Semester / Year-Long	Method(s) of Assessment	Approximate Assessment Deadline	
TOUR7001	Tourism Innovation and Entrepreneurship	Spring Semester	Report (100%)	Early Semester 2	
TOUR7003	Managing the Visitor Experience	Extended Spring Semester	Presentation (40%) Written Assignment (60%)	Mid Semester 2	
TOUR7002	Destination Marketing	Autumn Semester	Group Presentation (50%) Written Assignment (50%)	Mid Semester 1	
	Students exiting at this point with 60 credits would receive a PG Certificate Tourism Management				

Programme	Programme Delivery Structure: PG Certificate Tourism Management September Part Time				
		Delivery Pattern			
Module Code	Module Title	Autumn Semester / Spring Semester / Extended Spring Semester / Year-Long	Method(s) of Assessment	Approximate Assessment Deadline	
TOUR7001	Tourism Innovation and Entrepreneurship	Autumn Semester	Report (100%)	Early Semester 1	
TOUR7003	Managing the Visitor Experience	Autumn Semester	Presentation (40%) Written Assignment (60%)	Late Semester 1	
TOUR7002	Destination Marketing	Spring Semester	Group Presentation (50%) Written Assignment (50%)	Mid Semester 2	
	Students exiting at this point with 60 credits would receive a PG Certificate Tourism Management				

Methods for Evaluating and Improving the Quality and Standards of Learning			
Mechanisms used for the Review and Evaluation of the Curriculum and Learning, Teaching and Assessment Methods	 Module Evaluation Programme Validation and Periodic Review Annual Monitoring Peer Review of Teaching External Examiner Reports Student Success and Quality Assurance Committee 		
Mechanisms used for gaining and responding to feedback on the quality of teaching and the learning experience – gained from: Students, graduates, employers, placement and work- based learning providers, other stakeholders, etc.	 Staff Student Forum Module Evaluation Forms Programme Evaluation: National Student Survey, UK Engagement Survey Module/Programme/Personal tutorials Meetings with External Examiners 		

Date of Programme Specification Production:	16 th August 2019	
Date Programme Specification was last updated:	N/A	
For further information about this programme, refer to the programme page on		

the University website

The following information has implications for potential international applicants who require a Tier 4 visa to study in the UK	
Is the placement requirement more than 50% of the programme?	No
If yes, what % of the programme is the placement requirement?	N/A
If yes, is the amount of placement a statutory requirement to meet Professional, Statutory or Regulatory Body (PSRB) or Department of Education requirements?	No