PROGRAMME SPECIFICATON

1	**Awarding body**	
	Glyndŵr University	
2	**Teaching institution**	
	Glyndŵr University	
3	**Award title**	
	BA (Hons) Journalism	
4	**Final awards available**	
	BA (Hons) Journalism BA (Ord) Journalism Dip HE Journalism Practice Cert HE Journalism Practice	
5	**Professional, Statutory or Regulatory Body (PSRB) accreditation** **Please list any PSRBs associated with the proposal**	
	It is proposed that the course will be submitted for accreditation by the National Council for the Training of Journalists and the award of the NCTJ's Diploma in Journalism http://www.nctj.com/journalism-qualifications/diploma-in-journalism/Accreditedcourses	
6	JACS3 **code**	
	P500	
7	UCAS **code**	
	221P	
8	**Relevant QAA subject benchmark statement/s**	
	Communication, Media, Film and Cultural Studies 2016	
9	**Other external and internal reference points used to inform the programme outcomes**	
	National Council for the Training of Journalists accreditation criteria	
10	**Mode of study**	
	Full time	
11	**Language of study**	
	English	

12 Criteria for admission to the programme

Standard entry criteria

Glyndŵr University's standard entry criteria will apply for admission to this programme. Applicants for undergraduate bachelor degrees require 112+ UCAS tariff points

International entry qualifications

Qualifications outlined on the National Academic Recognition and Information Centre (NARIC) as equivalent to the above UK entry qualification.

Programme specific requirements

Applicants for the programme will need to demonstrate an aptitude for a career in journalist by gaining at least 50% in the National Council for the Training of Journalists' pre-entry test or a similar test devised by Glyndŵr University endorsed by the NCTJ. This is a requirement of NCTJ accreditation.

Glyndŵr University will also interview candidates and the interview panel may include a representative of the regional media operators who provide placements.

Applicants will be interviewed and sit the NCTJ pre-entry test as part of interview/experience days to be organised at the university in December and February. The day will also include a series of journalism/media activities and an introduction to the university and School of Creative Arts. Students will be invited to join a social media group prior to the interview days as part of the communication/recruitment process. Interviews and pre-entry test opportunities will be offered later in the year if necessary.

Non-standard entry criteria
(e.g. industry experience)

The interview panel may require candidates to undertake a piece of written work, in addition to the pre-entry test, to demonstrate their capacity to study at the appropriate level. The interview panel may also require candidates to complete a period of work experience in an appropriate media environment to ensure a full understanding of the requirements of the placement.

English language requirements

The University's English language requirements are set out at http://www.glyndwr.ac.uk/en/Howtoapply/Readytoapply/

✓ Undergraduate

In addition to the academic entry requirements, all applicants whose first language is not English or Welsh must demonstrate English language proficiency.

European students are able to provide this evidence in a number of ways (please see http://www.glyndwr.ac.uk/en/Europeanstudents/entryrequirements/ for details), including IELTS, with an overall score of 6.0 and no component below 5.5.

International students require a UKVI Approved Secure English Language Test (SELT), achieving an overall score of 6.0 with no component below 5.5 (please see http://www.glyndwr.ac.uk/en/Internationalstudents/EntryandEnglishLanguageRequirem ents/ for details). If arranging a test, applicants must ensure they book an 'IELTS for UKVI' test. For further information see: http://takeielts.britishcouncil.org/ielts-ukvi/book-ielts-ukvi. Applicants are asked to note that only an IELTS for UKVI test result will be accepted.

13 Recognition of Prior (Experiential) Learning

Programme specific requirements

Students joining the programme under RPL or RPEL regulations will also need to demonstrate an aptitude for a career in journalist by gaining at least 50% in the National Council for the Training of Journalists' pre-entry test or a similar test devised by Glyndŵr University endorsed by the NCTJ. This is a requirement of NCTJ accreditation.

14 Aims of the programme

The aims of the BA (Hons) in Journalism will be:

1. To develop knowledge and critical understanding of the theory of journalism in relation to traditional and new industry practices.
2. To develop students' understanding and application of the knowledge, techniques and practical skills related to both traditional and new industry practices within journalism and the wider media professions.
3. To offer students the opportunity and support to undertake the NCTJ Diploma in Journalism professional qualifications.
4. To provide the opportunity to gain professional experience of journalism through work placements within the industry or related industries.
5. To develop intellectual and transferable skills and abilities for careers in a range of media, communication and related industries.
6. To develop critical, professional and ethical rigour in the practical application of media practices.
7. To encourage innovation, creativity and enterprise and to foster flexibility, adaptability, independence and critical reasoning.

15 Distinctive features of the programme

- Embedded newsroom work placement providing essential industry experience and enhancing employability.
- A multi media approach to journalism embracing digital and broadcasting skills alongside traditional journalism techniques.
- Sports journalism module linked with regional media operators and sports clubs
- Access to a team of highly qualified and experienced lecturers and journalists from multi-media industry backgrounds with a proven track record of delivering NCTJ qualifications.
- Opportunities to work with Glyndŵr University's award winning Calon FM radio station
- An outstanding employability record for qualified NCTJ students.
- Access to multi media facilities in Glyndŵr University's Centre for the Creative Industries
- NCTJ accreditation to be sought for the programme.
- The programme is run in conjunction with regional media operators including NWN Media, the Daily Post, Midland News Association and Wrexham.com who all provide placements for NCTJ news journalism students and guest speakers. The main partner will be NWN Media.

16 Programme structure narrative

The BA (Hons) Journalism is a new three-year award building on and developing the current provision within the School of Creative Arts. This includes the BA (Hons) Broadcasting, Journalism and Media Communications and the Certificate of HE in Journalism.

The programme will offer students a focused route into careers in multi-media and digital journalism as well as wider media and communication industries.

The award has been designed to offer students access to the National Council for the Training of Journalists' Diploma in Journalism qualification (subject to NCTJ accreditation) – the industry standard for careers in journalism. Lecturers have been successfully delivering the NCTJ qualifications through the Certificate of HE in Journalism since 2008 and the university is a registered exam centre for the NCTJ.

The NCTJ qualifications will be embedded into the programme, forming part of the assessment in six modules across the three years. Successful students completing the programme will receive the BA (Hons) in Journalism and the NCTJ Diploma in Journalism.

At the heart of the programme will be an extensive work placement in the third year giving students unprecedented access to the "shop window" of media employers across the region.

These placements will build on the existing links already developed with regional media groups through the Certificate of HE in Journalism.

In the first and second year students will study a range of 20 credit multi-media and academic modules covering both the underpinning theory and practical application of journalism skills. These will include specialist journalism, broadcast production and commissioning, the media business, media law, multi media journalism, shorthand, local and central government.

NCTJ exams will be spread across the three years in appropriate modules. See mapping diagram in section 23.

In the third year students will undertake a six month newsroom placement over two days each week giving them over 300 hours of work experience. This will be a 40-credit mandatory module and will produce material for the students' NCTJ e-portfolio as well as informing a reflective journal on their experience and analysis of industry practice.

Third year students will also have the choice of either producing an applied broadcasting project or a producing a media project and portfolio as well as studying mandatory modules in ethics in the media and undertaking an academic case study.

The programme will share 10 existing modules with the BA (Hons) Broadcasting, Journalism and Media Communications and include 6 new modules similar to those of the Certificate of HE in Journalism.

There will be joint delivery of subject matter between the BA (Hons) Journalism and the Certificate of HE in Journalism in modules at Levels 4 and Level 5. The programme structure includes two modules at Level 5 – Essential Media Law and Regulation and Essential Journalism where BA (Hons) Journalism Level 5 students will be taught alongside the Level 4 Certificate of HE in Journalism modules HUM424 Media Law and Regulation and HUM426 Practical Journalism (for clarification, all the Cert HE in Journalism modules are Level 4). This is to ensure efficient use of teaching resources as both these modules cover the same subject matter and both lead to the students sitting the NCTJ Diploma in Journalism exams. However, there will be separate and distinct assessments for the Level 4 and Level 5 modules which will be well defined and appropriate to the level. For instance, the Level 5 students' assessment will include the NCTJ exams. Extra tutorials will be organised to advise both sets of students on the differing assessment criteria.

17 Programme structure diagram

Level 4						
Semester 1	Mod title	Broadcasting and Presentation Skills	Mod title	Ground Floor Journalism	Mod title	
	Mod code	HUM475	Mod code	HUM412	Mod code	
	New/Existing	Existing	New/Existing	Existing	New/Existing	
	Credit value	20	Credit value	20	Credit value	
	Core/Option	Core	Core/Option	Core	Core/Option	
	Mod leader	Thomas Llywarch	Mod leader	Angela Ferguson	Mod leader	

Semester 2	Mod title	The Media Business 1	Mod title		Mod title	
	Mod code	HUM435	Mod code		Mod code	
	New/Existing	Existing	New/Existing		New/Existing	
	Credit value	20	Credit value		Credit value	
	Core/Option	Core	Core/Option		Core/Option	
	Mod leader	Jon Simcock	Mod leader		Mod leader	

Semester 1 and 2	Mod title	Advanced Technical Skills for Journalists	Mod title	Essential Public Affairs	Mod title	Sports Journalism
	Mod code	HUM438	Mod code	HUM439	Mod code	HUM440
	New/Existing	New	New/Existing	New	New/Existing	New
	Credit value	20	Credit value	20	Credit value	20
	Core/Option	Core	Core/Option	Core	Core/Option	Core
	Mod leader	Jon Simcock	Mod leader	Janet Jones	Mod leader	Jon Simcock

	Level 5					
Semester 1	Mod title	Multi Media Journalism	Mod title		Mod title	
	Mod code	HUM513	Mod code		Mod code	
	New/Existing	Existing	New/Existing		New/Existing	
	Credit value	20	Credit value		Credit value	
	Core/Option	Core	Core/Option		Core/Option	
	Mod leader	Jon Simcock	Mod leader		Mod leader	

Semester 2	Mod title	The Commissioning Process – Selling Ideas	Mod title		Mod title	
	Mod code	HUM550	Mod code		Mod code	
	New/Existing	Existing	New/Existing		New/Existing	
	Credit value	20	Credit value		Credit value	
	Core/Option	Core	Core/Option		Core/Option	
	Mod leader	Sally Harrison	Mod leader		Mod leader	

Semester 1 and 2	Mod title	Essential Journalism	Mod title	Essential Media Law and Regulation	Mod title	Professional and Academic Research Methods
	Mod code	HUM555	Mod code	HUM556	Mod code	HUM542
	New/Existing	New	New/Existing	New	New/Existing	Existing
	Credit value	20	Credit value	40	Credit value	20
	Core/Option	Core	Core/Option	Core	Core/Option	Core
	Mod leader	Janet Jones/Jon Simcock	Mod leader	Janet Jones	Mod leader	Stephen Kenyon-Owen

	Level 6					
Semester 1 + 2	Mod title	Newsroom Journalism	Mod title	Applied Broadcasting Practice	Mod title	Media Project and Portfolio
	Mod code	HUM634	Mod code	HUM609	Mod code	HUM677
	New/Existing	New	New/Existing	Existing	New/Existing	Existing
	Credit value	40	Credit value	40	Credit value	40
	Core/Option	C	Core/Option	Option	Core/Option	Option
	Mod leader	Janet Jones/Jon Simcock	Mod leader	Sally Harrison	Mod leader	Angela Ferguson
	Mod title	Ethics in the Media	Mod title	Case Study - Project	Mod title	
	Mod code	HUM630	Mod code	HUM676	Mod code	
	New/Existing	Existing	New/Existing	Existing	New/Existing	
	Credit value	20	Credit value	20	Credit value	
	Core/Option	C	Core/Option	C	Core/Option	
	Mod leader	Janet Jones	Mod leader	Sally Harrison	Mod leader	

18 Intended learning outcomes of the programme

	Knowledge and understanding			
	Level 4 On completion of Level 4 students will be able to:	Level 5	Level 6	Level 6 Honours
A1	Understand the economic forces that frame the media cultural and creative industries and the role of such industries in specific areas of contemporary political and cultural life.	Demonstrate a wide ranging and considered understanding of the economic forces that frame the media cultural and creative industries and the role of such industries in specific areas of contemporary political and cultural life.	Demonstrate a detailed understanding of the economic forces that frame the media cultural and creative industries and the role of such industries in specific areas of contemporary political and cultural life.	Demonstrate a comprehensive understanding of the economic forces that frame the media cultural and creative industries and the role of such industries in specific areas of contemporary political and cultural life.
A2	Demonstrate a broad understanding of media law and public affairs and the ethical and regulatory bodies and codes that govern professional practise.	Demonstrate a wide ranging and considered understanding of media law and public affairs and the ethical and regulatory bodies and codes that govern professional practise.	Demonstrate a detailed understanding of media law and public affairs and the ethical and regulatory bodies and codes that govern professional practise.	Demonstrate a comprehensive understanding of media law and public affairs and the ethical and regulatory bodies and codes that govern professional practise.
A3	Demonstrate a broad understanding of the research methods and practices required to produce news stories, features, packages and other media products in a professional context	Demonstrate a wide ranging and considered understanding of the research methods and practices required to produce news stories, features, packages and other media products in a professional context	Demonstrate a detailed understanding of the research methods and practices required to produce news stories, features, packages and other media products in a professional context	Demonstrate a comprehensive understanding of the research methods and practices required to produce news stories, features, packages and other media products in a professional context
A4	Demonstrate a broad understanding of multi-media production processes and structuring work within them.	Demonstrate a wide ranging and considered understanding of multi-media production processes and structuring work within them.	Demonstrate a detailed understanding of multi-media production processes and structuring work within them.	Demonstrate a comprehensive understanding of multi-media production processes and structuring work within them.

	Intellectual skills			
	Level 4 On completion of Level 4 students will be able to:	Level 5	Level 6	Level 6 Honours Degree
B1	Conduct basic research for essays, projects, creative productions or dissertations involving sustained independent enquiry.	Conduct wide-ranging research for essays, projects, creative productions or dissertations involving sustained independent enquiry.	Conduct in-depth research for essays, projects, creative productions or dissertations involving sustained independent enquiry.	Conduct detailed and considered research for essays, projects, creative productions or dissertations involving sustained independent enquiry.
B2	Demonstrate the ability to produce basic ideas within the context of a larger programme, commissioning structure or freelance context.	Demonstrate the ability to produce wide ranging ideas within the context of a larger programme, commissioning structure or freelance context.	Demonstrate the ability to produce and develop wide ranging ideas within the context of a larger programme, commissioning structure or freelance context.	Demonstrate the ability to produce, develop and apply wide ranging ideas within the context of a larger programme, commissioning structure or freelance context.
B3	Demonstrate the ability to examine basic media forms with broad reference to the social and cultural contexts of contemporary society.	Demonstrate the ability to examine media forms critically with appropriate reference to the social and cultural contexts of contemporary society.	Demonstrate the ability to examine and analyse media forms with appropriate reference to the social and cultural contexts of contemporary society.	Demonstrate the ability to examine, analyse and apply media forms critically with appropriate reference to the social and cultural contexts of contemporary society.
B4	Demonstrate the ability to consider arising problems in a professional and responsible manner.	Demonstrate the ability to consider arising problems in a professional and responsible manner during practical production periods.	Demonstrate the ability to consider arising problems in a professional and responsible manner during busy practical production periods.	Demonstrate the ability to consider arising problems in a professional and responsible manner during busy and intense practical production periods.

	Subject skills			
	Level 4 On completion of Level 4 students will be able to:	Level 5	Level 6	Level 6 Honours Degree
C1	Demonstrate the ability to apply media specific skills to practical assignments.	Demonstrate the ability to apply media specific skills to practical assignments and demonstrate subject-based skills.	Demonstrate the ability to apply and understand media specific skills to practical assignments and demonstrate subject-based skills.	Demonstrate the ability to apply and analyse media specific skills to practical assignments and critically reflect on subject based skills.
C2	Demonstrate the ability to produce work that demonstrates the effective use of the written and spoken word and images.	Demonstrate the ability to produce and reflect on work that demonstrates effective use of the written and spoken word and images.	The ability to produce and analyse work that demonstrates effective use of the written and spoken word and images	The ability to produce, analyse and work that demonstrates effective use of the written and spoken word and images and critically reflect on the work of others.
C3	Demonstrate an understanding of the basic importance of the commissioning and funding structures of the creative industries.	Demonstrate an understanding of the strategic importance of the commissioning and funding structures of the creative industries and demonstrate an increasingly competent ability to work within the constraints imposed by them.	Demonstrate the ability to fully grasp the central importance of the commissioning and funding structures of the creative industries and demonstrate an increasingly competent ability to work within the constraints imposed by them.	Demonstrate the ability to fully grasp and apply the central importance of the commissioning and funding structures of the creative industries and demonstrate an increasingly competent ability to work within the constraints imposed by them,
C4	Demonstrate knowledge of the journalism and media practices involved in specific sectors with the ability to cross over skills when required.	Demonstrate knowledge and understanding of journalism and media practices involved in specific sectors with the ability to cross over skills when required.	Demonstrate knowledge and understanding of the journalism and media practices involved in specific sectors with the ability to integrate cross-over skills into their working practice.	Demonstrate understanding and analysis of journalism and media practices involved in specific sectors with the ability to integrate cross-over skills into their working practice.

	Practical, professional and employability skills			
	Level 4 On completion of Level 4 students will be able to:	Level 5	Level 6	Level 6 Honours Degree
D1	Work in a flexible and independent manner to meet project and production deadlines.	Work in a flexible and independent manner demonstrating communication skills to meet project and production deadlines.	Work in a flexible and independent manner demonstrating communication skills and self-direction to meet project and production deadlines.	Work in a flexible and independent manner demonstrating communication skills, self-direction and self-discipline suitable for any media industry environment to meet project and production deadlines.
D2	Apply practical and creative skills in adapting to the requirements of employers, consumers, sources and contributors.	Apply wide-ranging practical and creative skills in adapting to the requirements of employers, consumers, sources and contributors.	Apply and develop practical and creative skills in adapting to the requirements of employers, consumers, sources and contributors.	Develop and reflect on practical and creative skills in adapting to the requirements of employers, consumers, sources and contributors.
D3	Operate in a professional, ethical and legal manner.	Operate in a professional, ethical and legal manner demonstrating awareness of legal restraints and industry regulation.	Operate in a professional, ethical and legal manner demonstrating understanding of legal restraints, industry regulation and best ethical practice.	Operate in a professional, ethical and legal manner demonstrating critical understanding and reflection on legal restraints, industry regulation and best ethical practice.
D4	Demonstrate basic ability to retrieve and generate information and evaluate sources in carrying out independent research.	Demonstrate wide ranging ability to retrieve and generate information and evaluate sources in carrying out independent research.	Demonstrate coherent and considered ability to retrieve and generate information and evaluate sources in carrying out independent research.	Demonstrate a clear and professional ability to retrieve and generate information and evaluate sources in carrying out independent research.

19 Curriculum matrix

For successful completion of Certificate of HE in Journalism Practice students will achieve the following learning outcomes: A1-A4; B1-B4, C1-C4, D1-D4 at Level Four

For successful completion of Diploma of HE in Journalism Practice, students will achieve the following learning outcomes: A1-A4; B1-B4, C1-C4, D1-D4 at Level Five

For successful completion of BA (Hons) in Journalism students will achieve the following learning outcomes: A1-A4; B1-B4, C1-C4, D1-D4 at Level Six

	Module Title	Core or option?	A1	A2	A3	A4	B1	B2	B3	B4	C1	C2	C3	C4	D1	D2	D3	D4
Level 4	Sports Journalism	Core	□	■	■	■	■	□	■	■	■	■	□	■	■	■	■	■
	Essential Public Affairs	Core	■	■	■	□	□	□	■	□	■	□	□	■	□	■	■	■
	Advanced Technical Skills for Journalists	Core	■	■	■	□	■	□	□	■	■	□	□	■	■	■	■	□
	Ground Floor Journalism	Core	□	□	■	■	□	■	■	■	■	■	□	■	■	■	□	□
	The Media Business 1	Core	■	□	□	□	□	■	■	□	□	□	■	□	□	□	□	■
	Broadcasting and Presentation Skills	Core	□	□	□	■	□	□	□	■	■	■	□	■	□	■	□	■
Level 5	Essential Media Law and Regulation	Core	□	■	■	□	□	□	□	■	□	□	□	■	□	■	■	□
	Essential Journalism	Core	□	■	■	■	■	■	■	■	■	■	□	■	■	■	■	■
	Multimedia Journalism	Core	□	■	■	■	■	□	■	□	■	■	□	■	■	■	■	■
	The Commissioning Process	Core	■	□	■	□	■	■	■	□	□	■	■	■	■	■	■	■
	Professional and Academic Research Methods	Core	□	□	■	□	■	■	■	□	■	□	□	■	■	□	■	■
		Core	□	□	□	□	□	□	□	□	□	□	□	□	□	□	□	□

Level 6	Module	Type	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
	Newsroom Journalism	Core	■	■	■	□	□	□	□	■	□	□	□	□	■	■	■	□
	Applied Broadcasting Practice	Option	□	□	□	■	■	■	□	■	■	■	■	■	■	■	■	■
	Media Project and Portfolio	Option	□	□	■	□	■	■	□	□	■	■	□	■	■	■	■	■
	Ethics in the Media	Core	■	■	□	□	■	□	■	□	□	□	□	□	□	□	□	■

Level 6 Hons	Module	Type	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
	Newsroom journalism	Core	■	■	■	□	□	□	□	■	□	□	□	□	■	■	■	□
	Applied Broadcasting Practice	Option	□	□	□	■	■	■	□	■	■	■	■	■	■	■	■	■
	Media Project and Portfolio	Option	□	□	■	□	■	■	□	□	■	■	□	■	■	■	■	■
	Ethics in the Media	Core	■	■	□	□	■	□	■	□	□	□	□	□	□	□	□	■
	Case Study / Project	Core					■		■						■		■	■

20 Learning and teaching strategy

Learning and teaching will be delivered through:
- Formal lectures to deliver the knowledge and theory based sections of the programme. They will enable students to develop a sound understanding of the principles of journalism and the knowledge and skills they need to become effective practitioners operating in a professional, legal and ethical manner.
- Case studies and group working to apply and develop practical skills and theory. This will also be used to promote discussion, creative thinking and practise problem solving skills.
- Portfolios of work linking work based learning with knowledge and theory by demonstrating competence in a range of journalism situations alongside the ability to analyse and reflect on the application of that knowledge.
- Guest practitioner lectures will be drawn from the journalism industry as well as the judicial system, national and local government
- External visits to courts, councils, tribunals, inquiries as part of embedded work placements.
- Tutorials with individual students to provide feedback and assess individual vocational and academic progress.
- Placement reviews within the work placement to include the student, tutor and placement mentor to ensure the integration and co-ordination of the placement and university studies.

21 Work based/placement learning statement

The BA (Hons) Journalism will include a two day a week work based placement within a 40-credit module in the third year. The placement will start at the end of October and finish at the end of April. Students will need to complete the placement in full to gain the experience they need to obtain both the NCTJ and Glyndŵr University qualifications. The placement will provide opportunities for students to compile the published work they need for their NCTJ e-portfolio. They will also produce a portfolio of work and a reflective journal as their Glyndŵr University assessment.
The placement will be sourced by the university. Arrangements are already in place through the Certificate of HE in Journalism for placements with NWN Media, Midland News Association, Wrexham.com and Trinity Mirror Group Newspapers under memoranda of understanding. Placement locations will be agreed between NWN Media and Glyndŵr University depending on staffing considerations. Where possible they will be organised to be convenient to the students' home address and travelling arrangements. Students will be expected to self-fund travel costs to and from their allocated work placement.

Placement mentors and Glyndŵr tutors
Each student will be allocated a suitably qualified work-based learning mentor within the location of their placement. The mentor will be responsible for:
- supervising work during placement
- attending regular reviews between the student, mentor and Glyndŵr tutor
- liaising with Glyndŵr on progress
- ensuring the students completes the schedule of work-based learning requirements
- completing relevant paperwork on progress and attendance

Students will also be allocated a Glyndŵr tutor as personal tutor and placement supervisor. The tutor will be responsible for:

- Organising work placement
- Arranging regular reviews
- Liaising with mentor on student progress
- Completing relevant paperwork for reviews and feedback to students

Progress reviews
Each student will have regular progress reviews with their mentor and Glyndŵr University tutor during the programme. A final overall review will be held at the end of the programme to include NCTJ exam results, where known. Documentation from this final review will be retained by Glyndŵr University and the placement provider and, with the student's consent, could be issued in response to a potential employer asking for a workplace reference.

Attendance
Students will be told that if they are unable to attend their placement for any reason they must inform their mentor by email or telephone and that regular absence from the placement could jeopardise their progress and place on the course.

Student conduct
Students will be expected to observe Glyndŵr University or placement provider's rules and regulations to respect persons and property and to show courtesy and consideration at all times. Students will be expected to comply with their placement providers' company policy covering confidentiality, internet and email and health and safety policy while on placement.

Performance management and unsuitable behaviour
The regular reviews with the student, mentor and Glyndŵr tutor are designed to help students, tutors or mentors raise any issues concerning their work, studies or placement at an early stage.
If this is not possible, performance management issues will be dealt with in the first instance through an informal meeting between the student, mentor and Glyndŵr University tutor. If the issue cannot be resolved through these informal discussions, mentors will refer concerns to Glyndŵr University to be dealt with under Glyndŵr University's procedures.
Complaints about a student's unsuitable behaviour in relation to work-based learning will be dealt with under Glyndŵr University's Suitability for Practice procedure.
Placement providers and Glyndŵr University may invoke the emergency procedures contained in the Suitability for Practice regulations to suspend a student enrolled on a Glyndŵr University programme of study from a work-based learning placement where the allegations relating to a situation are sufficiently severe.

Complaints procedure
Students have recourse to the Glyndŵr University Student Complaints Procedures to air issues relating to both Glyndŵr University and the work-based learning provider if the issue cannot be resolved locally in the first instance.

22 Welsh medium provision

The programmes will be delivered through the medium of English. Students are entitled to submit assessments in the medium of Welsh.

23 Assessment strategy

The assessment strategy will be student and industry centred, reflecting the requirements of the news and media industry as well as offering students the chance to reflect on their own working practice.

Modules make extensive use of coursework and work-based learning. Students will be assessed on the basis of their knowledge and understanding, professional and technical skills and intellectual skills. While the indicative word count for some module assessment may not follow precedents of some HE programmes, they have intentionally been set at a low number in order to reflect the extra discipline required to produce high quality work in a succinct and concise form. This will ensure graduates are prepared for the strict professional requirements of the media industry.

Assessment is co-ordinated between modules to ensure diversity and a range of assessment submission dates where possible. Specific assessment tasks are incorporated into each module guide and relate to specific learning outcomes.

The requirements of the NCTJ Diploma in Journalism are at the core of the programme and students will sit the full suite of NCTJ assessments as part of their Glyndŵr University assessments. Students who successfully complete the programme and pass all the NCTJ assessments achieve two parallel qualifications: the Glyndŵr University BA (Hons) Journalism and the NCTJ Diploma in Journalism.

The NCTJ Diploma in Journalism qualifications are based on Ofqual approved programmes of study and assessment in each subject area. Exam dates and times are set by the NCTJ. The cost of the NCTJ exams is included in the programme fees. However, students will have to self-fund NCTJ resit assessments.
Some of the NCTJ exams and portfolios are externally marked and others are marked, with NCTJ approval, by university tutors and are then subject to the NCTJ's moderation procedure.
NCTJ assessment marked externally:
Sports Journalism exam
Shorthand exams
Essential Journalism exam
Essential Journalism ethics and regulation test
NCTJ exams marked by university tutors and subject to NCTJ moderation:
Essential Media Law and Regulation
Media Law: Court Reporting
Public Affairs
Essential Journalism e-portfolio

Students will have the opportunity to re-sit NCTJ assessments in July when there are NCTJ exam dates available for all subjects. NCTJ qualification specification details are available at: http://www.nctj.com/journalism-qualifications/diploma-in-journalism

Module code & title	Assessment type and weighting	Assessment loading	Indicative submission date
Level 4			
HUM475 Broadcasting and Presentation Skills	Project 1 50% Project 2 50%	2,000 words 2,000 words	Week 16 Week 26
HUM412 Ground Floor Journalism	Portfolio 100%	4,000	Week 24

HUM435 Media Business 1	Portfolio 100%	4,000 words	Week 41
HUM438 Advanced Technical Skills for Journalists	NCTJ shorthand exams – in class test	45 mins	January to June
HUM439 Essential Public Affairs	NCTJ Public Affairs exam 50% Portfolio of public interest news stories 50%	1 hr 45 mins 2,000 words equivalent	Week 43
HUM440 Sports Journalism	NCTJ Sports Journalism exam 50% Essay 50%	210 mins 2,000 words equivalent	Week 42
Level 5			
HUM513 Multimedia Journalism	In-class test 50% Portfolio 50%	90 mins 2,500 word	Week 21 Week 24
HUM550 The Commissioning Process	Presentation 50% Brand Portfolio 50%	10 minutes plus 1,000 words 2,000 words	Week Week
HUM555 Essential Journalism	Portfolio 100% Exam 50%	2,000 words 2 hrs	Week 43
HUM556 Essential Media Law and Regulation	NCTJ Essential Media Law exam 60% NCTJ Media Law Court Reporting exam 20% Portfolio of court reports 20%	150 mins 90 mins 2,000 words	Week 44 Week 27 Week 40
HUM542 Professional and Academic Research Skills	Essay 50% Portfolio 50%	2,000 words 2,000 words	 Week 42
Level 6			
HUM634 Newsroom Journalism	NCTJ Essential Journalism e-portfolio 50% Portfolio 50%	4,000 word equivalent 4,000 words	Week 42
HUM609 Applied Broadcasting Practice	Portfolio 100%	8,000 word equivalent	Week 43
HUM677 Media Project and Portfolio	Portfolio 100%	8,000 word equivalent	Week 40
HUM630 Ethics in the Media	Portfolio 100%	4,000 word equivalent	Week 41
HUM676 Case study / Project	Project 100%	4,000 word equivalent	Week 37

Mapping of NCTJ Diploma in Journalism with BA (Hons) in Journalism

NCTJ module	Module	Semester	Level	NCTJ Assessment
Essential Media Law and Regulation	Essential Media Law and Regulation	1 and 2	5	Media Law Court Reporting exam Essential Media Law exam

Essential Journalism exam	Essential Journalism	1 and 2	5	Essential Journalism exam
Essential Journalism e-portfolio	Newsroom Journalism	1 and 2	6	Essential Journalism e-portfolio
Essential Journalism ethics and regulation test	Newsroom Journalism	1 and 2	6	Essential Journalism ethics and regulation test
Public Affairs for Journalists	Essential Public Affairs	1 and 2	4	Public Affairs for Journalists exam
Media Law Court Reporting	Essential Media Law and Regulation	1 and 2	5	Media Law Court Reporting exam
Shorthand for Journalists	Advanced Technical Skills for Journalists	1 and 2	4	Shorthand exams through the academic year (including summer period) at 60wpm, 80wpm, 100wpm
Sports Journalism	Sports Journalism	1 and 2	4	Sports journalism exam

24 Assessment regulations

Bachelor Degrees, Diplomas, Certificates and Foundation Degrees

Derogations

No derogations

Non-credit bearing assessment

NCTJ Newspaper and Magazine Regulation Test.

Borderline classifications (for undergraduate programmes only)

In considering borderline cases the Assessment Board shall raise the classification to the next level if all of the following criteria are met:

- At least 50% of the credits at level 6 fall within the higher classification
- All level 6 modules must have been passed at the first attempt;
- Deciding module is HUM676 Case Study / Project which is a 20 credit module at level 6. This should fall within the higher classification.

25 Programme Management

Programme leader
Janet Jones

Programme team
Jon Simcock, Angela Ferguson, Sally Harrison, Thomas Llywarch, Stephen Kenyon-Owen

The programme will be overseen by the programme leader. Responsibilities include:

- Co-ordination of assessment activities and processes, including liaison with external examiners, placement providers and the National Council for the

Training of Journalists plus co-ordination of processes for moderation and second-marking, etc.
- Co-ordination of admissions activities, including liaison with Admissions and other programme team members.
- Tutoring students and signposting them to further specialist support, as appropriate, regarding their academic progress.
- Further diversified developments from the programme.
- Co-ordination of admissions activities and other recruitment activities, including relevant publicity activities
- External liaison, including recruitment, publicity and marketing activities, etc.
- Processing and granting of assignment extension requests and management/co-ordination of overall assessment activities across the undergraduate programme
- Liaison with other departments where appropriate
- Quality assurance and annual monitoring, including writing and compiling the annual monitoring report

In terms of the student experience, the most significant form of management operates at the module level, with the roles and responsibility of the module leader. Each module leader is responsible for:

- Academic co-ordination of the module's delivery and development
- Co-ordination and oversight of the academic health, currency and development of the Subject, including curriculum development
- Co-ordination of learning and teaching within the module, including peer observation of teaching, dissemination of good and best practice, oversight of teaching schedules and module handbooks and student feedback
- The maintenance and development of teaching and learning materials for all students enrolled on the module, including preparation/translation of module content into paper and/or electronic formats
- The publishing and updating of module timetables, which shall include a weekly schedule of module sessions and required reading, to be distributed to students at the start of all modules
- The setting, marking and collation of marks for all module assessments and examination papers, including resit assessments, and submission of student results to the programme leader. There is a three week turnaround period for assessment feedback to be given to students
- Personal and other forms of tutorial support for students taking the module which they are responsible, signposting students, where appropriate, to further specialist support, eg counselling.
- Quality monitoring, including processing of annual student feedback questionnaires and, where appropriate, student feedback for individual modules. Student feedback is also obtained through the Student Voice consultative committee and through informal techniques such as minute papers and Post-It note exercises. Student feedback at both module and programme level is collated within the team and presented to team meetings where it is used to inform development of current and future module and programme delivery.
- Liaison with part-time members of staff involved in module teaching
- Liaison with the bookshop and library to ensure that primary and secondary texts are made available to students

These managerial and operational arrangements already operate effectively within the department and no significant variations are required for these arrangements to apply to students enrolled on the new programme outlined in this proposal.

Quality management

The student experience will be at the heart of quality management within the BA (Hons) Journalism. This will include individual student feedback at key points within each module through the module evaluation system, a minimum of two Student Voice forum sessions each academic year for programme level feedback, individual feedback with students through the personal tutor system plus individual feedback from placement mentors and students in placement reviews within the third year placement module.

Academic quality will be managed through the second marking of assessments, peer observation, annual monitoring reports, external examiner report, feedback and action alongside the university quality management systems.

Students will also have the opportunity to elect a representative to the NCTJ Student Council. The course representative will be invited to attend the Student Council annual meeting to give feedback on the NCTJ assessments and quality standards.

Tutors will also attend NCTJ workshops, seminars and conferences.

Placement providers will also be involved in quality management through an annual meeting between senior editorial representatives, mentors and university tutors.

Research and scholarship activity

Research and scholarship activity underpins the proposed curriculum as follows:

- All staff undertake regular pedagogical research and professional development – attending courses.
- Each team member continues in the production of research papers or network and national / international level professional outputs within the media industries; specifically: written, online and broadcast-based outputs.
- Several members of the team attend and deliver (National Council for the Training of Journalists) NCTJ workshops e.g. multi media journalism, shorthand, public affairs and media law.
- A member of the team undergoes regular BBC producer and editorial training.
- 2 members of the team are working towards the publication of PhD theses within the next 24 months.

26 Learning support

Institutional level support for students

The University has a range of departments that offer the support for students as:

- Library & IT Resources
- The Assessment Centre
- DisAbility Support Team
- Irlen Centre
- Careers Centre and Job Shop
- Zone Enterprise hub
- Chaplaincy
- Counselling & Wellbeing
- Student Funding and Welfare

- International Welfare
- Student Programmes Centre
- Glyndŵr Students' Union

School support for students

- Personal tutor for every student
- Regular placement reviews between personal tutor, student and mentor
- Personal development planning embedded into modules at Levels 4, 5 and 6
- Organising work placements

Programme specific support for students

To encourage students to maintain engagement with the programmes, each student is allocated a personal tutor. Team members also offer one-to-one tutorials and along with support and guidance via Moodle and e-mail correspondence. Student attendance is monitored through electronic registers, enabling any issues with attendance to be flagged up and appropriate action taken.

From the beginning of the programme, via induction, to personal tutorials, students are made aware of all the learning support facilities available to them at the institution. The academic study skills team visit all students during induction, and again during level 4 to make them aware of their services.

Students can ask a module leader for a tutorial at any time if they require specific support, and students are provided with written and/or verbal feedback for each assignment as part of their continuing support for learning during scheduled assignment hand back tutorials written into the structure of the module.

27 Equality and Diversity

Glyndŵr University is committed to providing access to all students and promotes equal opportunities in compliance with the Equality Act 2010 legislation. This programme complies fully with the University's Equal Opportunities Policy (http://www.glyndwr.ac.uk/en/AboutGlyndwrUniversity/Governance/TheFile,64499,en.pdf), ensuring that everyone who has the potential to achieve in higher education is given the chance to do so.