

Key information

UCAS code N200

Course length 2 Years (full-time)

Places available 65

Typical Entrance Requirements

HND in Business Administration or other equivalent qualification.

For those without standard entry qualifications, consideration is given to experience gained as well as professional qualifications and other forms of learning that could provide evidence of ability to benefit from a particular course.

Want to know more?

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Related courses

BA (Hons) Business Studies

BA (Hons) Management

Key features

- Chartered Management Institute accreditation
- Syllabus created to enable maximum articulation from other relevant courses and Higher National Diplomas
- Designed to support the studies of learners new to degree studies
- Opportunities for a range of careers in public and private sector organisations



BA (Hons)

Business Administration

Our Business Administration course is for HND graduates ready to step up to degree level study. Making the transition from college to university can be daunting and that is why we have designed this course with the needs of HND students in mind. In year 3 – your first year

at university – you will be supported through workshops and seminars. To help you balance work-life commitments, we offer a condensed study week in year 3 and flexible study in the Honours year.



What you study

You will gain a detailed knowledge of the critical challenges and current thinking in business and, in particular, the challenges of decision-making and of managing people effectively in large and complex organisations. You will develop your skills in managing your own performance and that of others, and your understanding of the importance of information and information technologies in the administration of business. You will study, among other subjects, human resource management, strategy and management, marketing and finance. In year four (Honours level) you will have the opportunity to take advantage of our flexible delivery expertise, allowing you to combine study with your personal and professional life, on a full-time or part-time basis. At Honours level, you will work with a supervisor on a project related to an area of your particular interest, and will develop your skills of analysis and project management at a high level. You will be able to meet your tutors and discuss your progress through your own personalised study plan.

How you learn

In addition to attending lectures and seminars on key areas of business theory and practice, you will have opportunities to develop your problem solving and other professional skills in small group work, both in tutorials and in online discussion groups.

At Honours level, you will also have the opportunity to choose a mode of study that reflects your own study needs. Through flexible delivery, you may study lectures online, and have access to a flexible study centre, with full PC access to online materials and areas for presentations or workshops. You will attend regular workshops, allowing you to share and develop your knowledge with other learners, and to work on contemporary challenges and problem-solving tasks.

How you are assessed

You will complete coursework tasks and examinations which reflect the types of tasks and skills that will be expected of you in the workplace: making a case, in writing and in formal presentations; analysing information and problems, to develop effective solutions; working with others on business tasks and projects; and conducting independent research on subjects allocated to you, and those of your own choice.

Your future

Recent graduates achieving the award of BA (Hons) in Business Administration have gained employment in both public and private sector organisations in a range of business functions such as human resource manager, team leader, administrator, financial analyst, management accountant and operations manager. The degree also offers the opportunity to pursue your studies at postgraduate level, for instance in human resource management and information technology.

BA (Hons)

Business Studies

BA (Hons)

Business Studies with Finance

BA (Hons)

Business Studies with Marketing

Our Business Studies course offers you the opportunity to acquire an understanding of how complex organisations work in a world where change is the only constant. Shifting markets, ever changing business models, new social trends and emerging technologies challenge how we think about business – and require graduates who have a wide range and mix of business

knowledge. This applies no matter whether your ambition is to start your own business, or become a manager, adviser or analyst in areas such as marketing, human resources, finance, or IT. This course prepares you for such a future by reflecting the contemporary nature of business and management thinking.



What you study

In year 1 you will study a wide range of subjects such as; business management, economics, finance, marketing and IT. You will also be introduced to the world of business through the use of an interactive business simulation. Year 2 continues to expand your understanding of business and will explore financial and management accounting, law and the presentation of information to support decision making.

In year 3 you will have the opportunity to continue on the general Business Studies degree or to adopt one of the specialist pathways. Year 4 allows you to select options that particularly interest you and will support your chosen career path. You will also have the opportunity to develop your own business research project – an excellent way to develop in-depth knowledge of businesses – and a genuine addition to your CV.

Throughout your studies you will work with Dundee Business School academics that bring their expertise in business and industry straight into the class room.

How you learn

Dundee Business School tutors are committed to providing you with an engaging and challenging experience. You will develop your graduate skills and in-depth understanding of business and management through business simulations, team work, projects, and problem solving scenarios.

Lectures, tutorials and seminars will present you with the challenges of today's business world – and with the knowledge required to understand and direct these.

How you are assessed

A wide range of assessment methods, designed to practise the skills you need in business are used throughout all years of the programme. These include class tests and examinations, presentations, group work, problem solving exercises and case studies. If you undertake a project in the Honours year of the course, this will give you a further opportunity to develop your critical, analytical and research skills.

Your Future

The course offers a wide choice of career opportunities, in general and specialist management areas such as accounting, finance, HRM, marketing, operations, business development or strategy, and in the private as well as the public sector.

"This has been a great period of my life where I have met many life long friends and learnt many things that will be very useful in my future career."
Nicola, Year 3 student

Key information

UCAS code N100

Course length 4 Years (full-time)

Places available 100

Typical Entrance Requirements

Higher BBC; A Level DDD; ILC (H) BBC; UCAS Tariff 168-180 points*

*See p84 for UCAS Tariff guidance

Essential subjects: literate subject (e.g. English)

Advanced entry (Year 2)

A Level CCC; Advanced Higher CCC; UCAS Tariff 240 points

*See p84 for UCAS Tariff guidance

Essential subjects: literate subject (e.g. English)

HND Entry

Applicants with an HND or equivalent in a relevant subject will gain entry with advanced standing, and are invited to contact us to discuss their options.

Want to know more?

Tina Robertson

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Key Features

- Focus on the challenges faced by organisations in the contemporary business environment
- Range of options and pathways, allowing you to develop your particular areas of specialisation and interest
- Emphasis on the skills and attributes required by future-facing businesses
- International outlook

"The Business Studies degree has offered me so much more than I ever expected! Internships abroad, business challenges with top companies and friendly staff who take an interest in me."

Lindsay, Graduate

Key information

UCAS code N102

Course length 2 Years (full-time)

Places available 40

Typical Entrance Requirements

Higher BC; A Level DD; ILC (H) BC;
UCAS Tariff: 108-120 points*

*See p84 for UCAS Tariff guidance

Essential subjects: None

Want to know more?

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Related courses

BA (Hons) Business Studies

BA (Hons) Management

Key features

- Qualifies you for direct entry to year 3 of the relevant degree
- Develop knowledge in business and management whilst developing the skills and competences required for successful degree level study
- Work on practical problems and business simulations that develop your flair for creative and innovative thinking



DipHE

Business & Management

This course is designed for students keen to develop their understanding of contemporary business and management. It offers an introduction to the skills and knowledge needed for degree level study, and provides an excellent opportunity to gain a qualification that employers value.

The course will introduce you to the subjects of business and management and you will be able either to graduate with the DipHE or to move on to degree and Honours level studies. The DipHE is closely associated with our degree courses and qualifies for direct entry into year three of the BA (Hons) Business Studies or Management.



What you study

Our first year offers a full and contemporary introduction to the world of business and how organisations deal with the challenges of today's global environment. During the year, you will examine the challenges of real organisations, and develop your understanding of how they tackle change, and how they maintain their responsibilities to shareholders and to other interested parties. You will also be introduced to the world of business through the use of an interactive business simulation. Throughout the course you will develop a wide range of personal and professional skills, and develop the study skills that will support your progress in this and later study.

In Year two you will study a combination of core subjects and options, according to your particular interests and strengths. Successful completion of year two will give you further opportunities to transfer to year three of the Business Studies course, and to other courses, depending on your completion of particular options at year two.

How you learn

You will develop your understanding of business in classes based on real business issues. You will work independently, and in small groups, examining and evaluating business options and making recommendations. To support you, lectures will develop your knowledge of the various subjects that enable effective business, and build up your understanding of how they work in the real world of business. You will also attend workshops that will reinforce and extend your range of skills, for study and for employment.

How you are assessed

A variety of assessment methods are used on this programme. You will be asked to undertake class tests, problem solving exercises, case studies, reports, essays, presentations and examinations.

Your future

For many of our graduates, the DipHE is the springboard to degree level study, either on the BA (Hons) Business Studies or Management. Alternatively, the DipHE will open the door to a wide range of employment opportunities. These exist in both general and specialist business and management areas, such as accounting, personnel, marketing, operations, financial services and business administration. By the end of your DipHE you should have the knowledge and skills needed to pursue a career in management within industry, commerce or the public sector. As a graduate it is likely that your first position on completion of the course will be as a trainee or junior manager.