Module specification

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Refer to the module guidance notes for completion of each section of the specification.

Module code	BUS6A19
Module title	Accounting and/or Finance Internship
Level	6
Credit value	30
Faculty	Glyndŵr University: Faculty of Social and Life Sciences Bloomsbury Institute: School of Business and Accounting
Module Leader	Dr Nnamdi Obiosa
HECoS Code	100105 (Accounting) 100107 (Finance)
Cost Code	GAMG

Programmes in which module to be offered

Programme title	Is the module core or option for this programme
BSc (Hons) Accounting & Finance	Option
BSc (Hons) Accounting & Finance [Top-up]	Option

Pre-requisites

None

Breakdown of module hours

Learning and teaching hours	10 hrs
Placement tutor support	0hrs
Supervised learning e.g. practical classes, workshops	0 hrs
Project supervision (level 6 projects and dissertation modules only)	0 hrs
Total active learning and teaching hours	**10** hrs
Placement / work based learning	200 hrs
Guided independent study	90 hrs
Module duration (total hours)	300 hrs

For office use only	
Initial approval date	8 April 2022
With effect from date	June 2022
Date and details of revision	
Version number	1

Module aims

This module is designed to develop student employability and increase graduate career prospects. Those who undertake the work internship will have the opportunity to gain invaluable work experience in the practice of accounting and or finance and would be expected to write an assessed project at the end. The aim of the module, therefore, is to enable the student to gain a beneficial experience of the accounting and or finance working environment, evaluating real-life issues and provide solutions as well as become aware of the culture and structure of a working environment, develop new accounting and or finance capabilities and skills, and engage in reflective learning.

Module Learning Outcomes - at the end of this module, students will be able to:

1	Critically examine and evaluate relevant business structures, systems, functions, and policies, and demonstrate an application of learning to workplace.
2	Transfer academic knowledge and theory into a work-based context. Extract and synthesise work-based information to produce a project report.
3	Reflect on own performance, knowledge acquired and approaches with a view to systematic improvement.
4	Use insights from their work internship to emphasise or reinforce the knowledge from their accounting and finance programme leading to a deeper understanding and evidence how theory underpins practice in an academic client report.

Assessment

Indicative Assessment Tasks:

This section outlines the type of assessment task the student will be expected to complete as part of the module. More details will be made available in the relevant academic year module handbook.

Assessment number	Learning Outcomes to be met	Type of assessment	Weighting (%)
1	1, 2 & 4	Project	70%
2	3	Reflective Practice	30%

Assessment 1 is a project report of 3000 word in relation to the work undertaken during the internship.

Assessment 2 is a reflective learning paper of 2000 words of what has been learnt during the internship period.

Derogations

None

Learning and Teaching Strategies

Lectures provide a broad outline structure for each topic to be covered. Lectures offer a good way of covering a lot of information and, more importantly, of conveying ideas to many people at once.

Seminars enable students to undertake directed self-study and to answer questions and solve problems which are set by the lecturer. Students will present their answers and solutions within the seminar group. Seminars enable students to explore further the topics introduced in the lectures.

Workshops follow on from lectures and seminars. They are designed to enable students to work within a small group to perform set tasks (e.g. working on an exercise or case study). They reinforce proactive learning by providing opportunities for discussion and interaction.

The seminar/workshop groups are small, thereby enabling students to develop a deep understanding.

Student digital literacies are developed on this module through the use of:

- Online libraries and databases for gaining access to full-text journal articles and eBooks.
- Communication means provided through the VLE and learning technology applications.
- Assessment and feedback tools such as Multiple-Choice Tests/Quizzes, Turnitin and the VLE's Gradebook – enabling timely and detailed feedback on student work.
- Web-based Office 365 for creating and sharing documents, utilising the calendar, storing files, communicating with peers and teachers.

Indicative Syllabus Outline

Review of business structures, systems, and policies

Overview of personal meeting structure between the student, Module Lead and Employability Support Officer

Production of a study plan

Overview of the key tenets and application of reflective practice

Report writing skills

Workplace etiquette and interactions

Workplace communication

Indicative Bibliography:

Please note the essential reads and other indicative reading are subject to annual review and update.

Essential Reads

J Schogger, (2016), Application, Interview and Internship Handbook, City Career Series, ISBN-13: 9780993436451

Other indicative reading

Scherer, A. (2011) Brilliant Intern. Pearson Education Limited, ISBN-13: 978-0273756651

Employability skills – the Glyndŵr Graduate

Each module and programme is designed to cover core Glyndŵr Graduate Attributes with the aim that each Graduate will leave Glyndŵr having achieved key employability skills as part of their study. The following attributes will be covered within this module either through the content or as part of the assessment. The programme is designed to cover all attributes and each module may cover different areas.

Core Attributes
Engaged
Enterprising
Creative
Ethical

Key Attitudes
Commitment
Curiosity
Resilience
Confidence
Adaptability

Practical Skillsets
Digital Fluency
Organisation
Leadership and Team working
Critical Thinking
Emotional Intelligence
Communication