

Module specification

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Module Code	ENG426
Module Title	Business & Management Techniques
Level	4
Credit value	20
Faculty	FAST
HECoS Code	100089
Cost Code	GAME
Pre-requisite module	L3 Business Operations in Engineering (or similar)

Programmes in which module to be offered

Programme title	Core/Optional/Standalone
HNC Electrical & Electronic Technology	Core
HNC Mechanical Technology	Core

Breakdown of module hours

Learning and teaching hours	60 hrs
Placement tutor support hours	0 hrs
Supervised learning hours e.g. practical classes, workshops	0 hrs
Project supervision hours	0 hrs
Active learning and teaching hours total	60 hrs
Placement hours	0 hrs
Guided independent study hours	140 hrs
Module duration (Total hours)	200 hrs

Module aims

To develop knowledge and understanding of the importance of management and organisational theory to company effectiveness. To understand the basic economic concepts relevant to a company. To appreciate the value of sound capital and commercial planning. To appreciate the importance of valuing human resources. To become more effective in both formal and informal communications.

Module Learning Outcomes

At the end of this module, students will be able to:

1	Explain the importance of management theory and its development in terms of theory & practice
2	Explain the basic economic concepts relevant to a company
3	Describe the techniques used to evaluate a project
4	Explain the importance of managing human resources
5	Explain the function of the personnel system
6	Appraise methods of communication

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 1: Outcomes 1, 4, 5 and 6 would be assessed using a coursework covering the management structure of student's place of employment. Example would be the application of relevant legislation to their workplace.

Assessment 2: Outcomes 2 and 3 would be assessed using an in-class test based on a case study relevant to a company.

Assessment number	Learning Outcomes to be met	Type of assessment	Duration/Word Count	Weighting (%)	Alternative assessment, if applicable
1	1,4,5,6	Coursework	2000 words)	50%	
2	2,3	In-class test	1hr 30 min	50%	

Derogations

None.

Learning and Teaching Strategies

The module will be presented to students through a specified series of lectures assisted by notes via VLE platform. Lectures will deliver key concepts, ideas, theories and examples. Case studies & tutorials will assist to achieve learning outcomes. Relevant videos will also be used to aid the learning process. Students will explore the theoretical aspects of the topics and compare them with practice in the workplace, observing management and procedures.

Welsh Elements

This module will be delivered through the medium of English; however, students have the option to submit their assessments in the medium of Welsh. While this module is not currently offered fully through Welsh, Welsh language support and guidance are available, and some learning materials or tutorial discussions may incorporate Welsh elements where appropriate.

Indicative Syllabus Outline

1. **Supervisory Theory & Practice:** Employment law – key legislation: equal opportunities, equal pay, race relations. The nature and responsibility of management including styles of management, company policy and management by objectives, the nature of authority, delegation and decision making.
2. **Company economics & finance:** Examines principles of supply and demand, indifference curves, examines fixed costs, variable costs, revenue, profit maximisation, marginal revenue, resource availability, opportunity costs.
3. **Commercial project decisions:** cash flow across company boundaries, time value of money, rates of return on investments, tendering.
4. **The management of HR, Communications:** effects of personality, perception, motivation and intelligence in a work situation. Styles of management, the importance of manager's personality, networking, team management, learning curves, impact of change, effects of morale, effort fatigue, working environment on worker performance.

Indicative Bibliography

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

Essential Reads:

Freeman-Bell, G., Balkwill, R. (2002) *Management in Engineering*. 3rd ed. Prentice Hall.

Other indicative reading:

Gupta A.K. (2014) *Engineering Management*. Revised ed. S. Chand.

Administrative Information

For office use only	
Initial approval date	August 2016
With effect from date	September 2021
Date and details of revision	6 July 2021, revalidated. 05/05/2026 updated to new template during re-validation.
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