Computing Foundation Studies

Final award   *BSc(Hons)*
Intermediate awards available   *Cert HE, Dip HE, BSc*
Mode of delivery   *UEL on campus*
UCAS code   *IK22*
Details of professional body accreditation N/A
Relevant QAA Benchmark statements   *Computing*
UEL Academic School   *Architecture, Computing and Engineering.*
Date specification last up-dated   *May 2014*

BANNER BOX:

Your access to a degree in:

- BSc (Hons) Computing.
- BSc (Hons) Software Engineering.
- BSc (Hons) Computer Networks.
- BSc (Hons) Computing for Business.

ENTRY REQUIREMENTS

160 UCAS points with two A2 passes or equivalent qualifications.

English and Maths GCSE grade C or above

The University welcomes applications from mature students, even if you do not have the standard entry requirements. Many of our students are over 21 when they join the University and their extra experience is a valuable asset. We are happy to consider alternative qualifications or work experience as evidence of suitability to study for a degree.

Applicants with overseas or alternative qualifications are considered on an individual basis. If your first language is not English your ability to understand, write and speak English must be good enough to allow you to cope with your studies. You must have one of the following:

A minimum score of 5.5 on IELTS

The Cambridge Proficiency Certificate (C), the Cambridge Certificate in Advanced English (B)

TOEFL (550 paper-based test or 213 computer-based test.)

Students may be admitted through Accreditation of Experiential Learning (AEL) or Accreditation of Certificated Learning (ACL) processes.

At UEL we are committed to working together to build a learning community founded on equality of opportunity - a learning community which celebrates the rich diversity of our

student and staff populations. Discriminatory behaviour has no place in our community and will not be tolerated. Within a spirit of respecting difference, our equality and diversity policies promise fair treatment and equality of opportunity for all. In pursuing this aim, we want people applying for a place at UEL to feel valued and know that the process and experience will be transparent and fair and no one will be refused access on the grounds of any protected characteristic stated in the Equality Act 2010

ABOUT THE PROGRAMME

What is Computing Foundation Studies.

Computing Foundation Studies was introduced to widen participation and to encourage more people into Higher Education. The programme consists of four modules at level 3, from which successful students may progress to one of several degree programmes in this University. Therefore, the introductory level lays a common foundation for more advanced studies in computing degree programmes.

Computing Foundation Studies at UEL

The programme attracts a wide diversity of students from many different backgrounds, including a large number of overseas students and a high proportion of mature students. This mixture enables the student body to share their wealth of experience with one another, providing a unique education experience.

The programme allows you to sample different subject areas in Computing allowing you to choose the appropriate degree programme.

Programme structure

The programme comprises four level 3 modules followed by one of our honours degree programmes:

BSc (Hons) Computing for Business.

BSc (Hons) Computing

BSc (Hons) Computer Networks

BSc (Hons) Software Engineering

Learning environment

This programme utilises a mix of learning techniques that focus on and maximise the student learning experience through student based learning activities in:

• Practical based computer laboratory work,

• Seminars and tutorials,

• Group workshops,

These learning activities are backed up by a web-based learning system in which you can catch up on activities that you found difficult. The traditional lecture approach is also used on some modules where it is appropriate for the content of that module.

Assessment

Assessment varies from module to module but will include examinations, coursework, project work, laboratory reports, time constrained and open book assignments and tests on competence in practical sessions.

In order to progress onto your chosen degree programme, you must successfully pass all of the four modules at level 3.

Students with disabilities and/or particular learning needs should discuss assessments with the Programme Leader to ensure they are able to fully engage with all assessment within the programme.

Project work

Project work is an important feature of this programme. Throughout your studies you will undertake a number of small projects as part of the module assessment.

Added value

Students who choose to enter the Computing Foundation Studies develop the independent learning skills expected in a university student. Level 3 prepares them more appropriately for success in Level 4 of their chosen degree programme, compared to students entering directly from school or FE colleges.

Sessions are programmed into the timetable and every student is allocated a personal tutor.

The programme also has close links with English language support, careers advice and support for students with any learning difficulties like dyslexia.

We provide tutorials with programme leaders from other subject areas to help you decide which degree to take after completion of the introductory year

IS THIS THE PROGRAMME FOR ME?

If you are interested in....:

an access course to prepare you for starting a career in Software Engineering, Computer Networks, Business Computing, or Computing.

If you enjoy....

- Computing and ICT.
- Writing software programmes.
- Exploring Computer components
- Creating and configuring networks.

- Or applying computing in a business environment

If you want....

- *a stepping stone onto a degree;*
- *to build a strong foundation in Computing before you start your degree programme;*
- *to keep your choice of degree subject open until after completion of the introductory year,*

......then this is the programme for you.

Your future career

Succeeding on a Computing Foundation Studies programme creates the opportunity to start our degree along with the same benefits that a good degree can give for greater success in whatever career you choose.

How we support you

-Personal tutor support throughout the programme

-Support for development of study skills, preparation for employment and research

-Placement Office with well-established links with employers to provide support for finding placements.

-Specialist support for dyslexia and English as a Second Language

-Student advice services for accommodation, finance, careers, IT training, learning resource

-On enrolment, you will be provided with introductory materials on the use of the UEL Virtual Learning Environment (VLE) and UEL Direct.

-During your studies you will be supported by academics as well by support and technical staff from your academic school.

Programme aims and learning outcomes

What is this programme designed to achieve?

- This programme is designed to give you the opportunity to:
- Develop study skills that will be useful in subsequent study at undergraduate level.
- Learn basic computing and maths skills fundamental to all disciplines.
- Develop an awareness of the concepts, techniques and applications of your chosen degree subject.
- Develop responsibility for independent learning.

The objectives are that on completion of the programme, that you should have: -

- Demonstrated the acquisition of a sufficient knowledge base to cope with study at degree level.
- Demonstrated the acquisition of sufficient general study skills to cope with study at degree level.
- Attained a level of mathematics and computing appropriate to undergraduate study in the proposed area.

What will you learn?

Knowledge

- To understand the role of computing in society.
- How to structure academic writing & reference work correctly.
- To understand the strands of computing.

Thinking skills

- To be able to reflect upon current skills level & identify areas that require improvement.

Subject-Based Practical skills

- To carry out numerical and analytical tasks.
- To create and write a software program.
- To demonstrate ability to setup computer network.
- To access and use various learning resources e.g. Virtual Learning Environment, library.

Skills for life and work (general skills)

- To efficiently plan work and demonstrate good time management.
- To Work productively in a group to produce an oral presentation.

The programme structure

Introduction

All programmes are credit-rated to help you to understand the amount and level of study that is needed.

One credit is equal to 10 hours of directed study time (this includes everything you do e.g. lecture, seminar and private study).

Credits are assigned to one of 5 levels:

3   equivalent in standard to GCE 'A' level and is intended to prepare students for year one of an undergraduate degree programme

4   equivalent in standard to the first year of a full-time undergraduate degree programme

5	equivalent in standard to the second year of a full-time undergraduate degree programme

6	equivalent in standard to the third year of a full-time undergraduate degree programme

7	equivalent in standard to a Masters degree

Credit rating

The overall credit-rating of this programme is 480 credits.

Typical duration

The expected duration of this programme is four years full-time or eight years part-time.

It is possible to move from full-time to part-time study and vice-versa to accommodate any external factors such as financial constraints or domestic commitments. Many of our students make use of this flexibility and this may impact on the overall duration of their study period. A student cannot normally continue study on a programme after 4 years of study in full time mode unless exceptional circumstances apply and extenuation has been granted. The limit for completion of a programme in part time mode is 8 years from first enrolment.

How the teaching year is divided

The teaching year begins in September and ends in June

A typical student, in full-time attendance mode of study, will register for 120 credits in an academic year. A student in a part-time mode of study may register for up to 90 credits in any academic year.

What you will study when

A student registered in a full-time attendance mode will take 120 credits per year. Typically this will be comprised of four 30 credit modules. The exact number may differ if the programme is comprised of 15, 45 or 60 credits modules.

Level	Module Code	Module Title	Distance learning Y/N	Credits	Status*
3	CN3101	Academic and Computing Skills	N	30	Core
3	CN3102	Introduction to Software Development	N	30	Core
3	CN3103	Introduction to Computer Systems	N	30	Core
3	CN3104	Applied Mathematics	N	30	Core

Please Note – A core module for a programme is a module which a student must have passed (i.e. been awarded credit) in order to achieve the relevant named award. An optional module for a programme is a module selected from a range of modules available on the programme.

Requirements for gaining an award

In order to gain an honours degree you will need to obtain 360 credits including:

- A minimum of 120 credits at level four or higher
- A minimum of 120 credits at level five or higher
- A minimum of 120 credits at level six or higher

In order to gain an ordinary degree you will need to obtain a minimum of 300 credits including:

- A minimum of 120 credits at level four or higher
- A minimum of 120 credits at level five or higher
- A minimum of 60 credits at level six or higher

In order to gain a Diploma of Higher Education you will need to obtain at least 240 credits including a minimum of 120 credits at level four or higher and 120 credits at level five or higher

In order to gain a Certificate of Higher Education you will need to obtain 120 credits at level four or higher

Degree Classification

Where a student is eligible for an Honours degree by passing a valid combination of module to comprise an award and has gained the minimum of 240 UEL credits at level 5 or level 6 on the current enrolment for the programme, including a minimum of 120 UEL credits at level 6, the award classification is determined by calculating;

The arithmetic mean of the best 90 credits at level 6	x 0.8 +	The arithmetic mean of the next best 90 credits at levels 5 and/or 6	x 0.2

and applying the mark obtained as a percentage, with all decimals points rounded up to the nearest whole number, to the following classification

70% - 100%	First Class Honours
60% - 69%	Second Class Honours, First Division
50% - 59%	Second Class Honours, Second Division
40% - 49%	Third Class Honours
0% - 39%	Not passed

Further information

If you have any further questions, please email the programme leader.

Teaching, learning and assessment

Teaching and learning

Lectures

- Tutorials
- Workshops
- Practicals
- Reading
- Internet, Virtual Learning Environment

'Thinking' skills are developed through

- Computer aided learning
- Presentations
- Preparing for tutorials and seminars/workshops
- Completing coursework assignments (including data analysis essays, presentations etc)
- Independent reading

Practical skills are developed through

- Laboratory Practical and/or fieldwork
- Computer simulations and use of IT

General skills are developed through

- Managing time
- Presenting ideas and arguments in a structured manner - written and oral communication
- Problem solving
- Teamwork

Assessment

A wide variety of assessment methods are used including Written examinations

- Time constrained assessment.
- Practical reports
- Essays
- Data analysis
- Poster presentations
- Oral presentations
- Portfolios
- Final year research project and dissertation
- Multiple Choice Questions tests
- Database searches
- Library exercises

Knowledge and 'Thinking' skills are assessed by

- Evidence of reading and comprehension of the topics covered in the module being assessed. This will be particularly apparent in essay work and examinations.

- Ability to describe, explain and discuss various aspects of the programme material in the context of class tutorials, group work, presentations and other pieces of assessed coursework for the module.

Practical skills are assessed by

- The ability to carry out laboratory practical work effectively, within the timeframe allocated.
- The ability to interpret and report on work carried out in the laboratory.
- The ability to complete assignments using appropriate resources.
- Evidence of logical planning and management of time in the preparation of materials for assessment.

General skills are assessed by

- The ability to work to strict deadlines
- The ability to select and utilise appropriate problem solving skills
- Demonstration of effective oral and written communication skills
- Evidence of interpersonal skills such as teamwork and /or team leadership
- Evidence of general numeracy skills

How we assure the quality of this programme

Before this programme started

Before this programme started, the following was checked:

- there would be enough qualified staff to teach the programme;
- adequate resources would be in place;
- the overall aims and objectives were appropriate;
- the content of the programme met national benchmark requirements;
- the programme met any professional/statutory body requirements;
- the proposal met other internal quality criteria covering a range of issues such as admissions policy, teaching, learning and assessment strategy and student support mechanisms.

This is done through a process of programme approval which involves consulting academic experts including some subject specialists from other institutions.

How we monitor the quality of this programme

The quality of this programme is monitored each year through evaluating:

- external examiner reports (considering quality and standards);
- statistical information (considering issues such as the pass rate);
- student feedback.

Drawing on this and other information, programme teams undertake the annual Review and Enhancement Process which is co-ordinated at School level and includes student participation. The process is monitored by the Quality and Standards Committee.

Once every six years an in-depth review of the whole subject area is undertaken by a panel that includes at least two external subject specialists. The panel considers documents, looks at student work, speaks to current and former students and speaks to staff before drawing its conclusions. The result is a report highlighting good practice and identifying areas where action is needed.

The role of the programme committee

This programme has a programme committee comprising all relevant teaching staff, student representatives and others who make a contribution towards the effective operation of the programme (e.g. library/technician staff). The committee has responsibilities for the quality of the programme. It provides input into the operation of the Review and Enhancement Process and proposes changes to improve quality. The programme committee plays a critical role in the quality assurance procedures.

The role of external examiners

The standard of this programme is monitored by at least one external examiner. External examiners have two primary responsibilities:

- To ensure the standard of the programme;
- To ensure that justice is done to individual students.

External examiners fulfil these responsibilities in a variety of ways including:

- Approving exam papers/assignments;
- Attending assessment boards;
- Reviewing samples of student work and moderating marks;
- Ensuring that regulations are followed;
- Providing feedback through an annual report that enables us to make improvements for the future.

The external examiner reports for this programme are located on the UEL virtual learning environment (Moodle) on the school notice board under the section entitled 'External Examiner Reports & Responses'. You can also view a list of the external examiners for the UEL School by clicking on the link below.

http://www.uel.ac.uk/qa/externalexaminersystem/currentexaminers/

Listening to the views of students

The following methods for gaining student feedback are used on this programme:

- Module evaluations
- Programme evaluations
- Polls and surveys online
- Student representation on programme committees (meeting twice a year)

Students are notified of the action taken through:

- circulating the minutes of the programme committee
- a newsletter published three times a year
- providing details on the programme online noticeboard
- Individual responses to students as required

Listening to the views of others

The following methods are used for gaining the views of other interested parties:

Annual student satisfaction questionnaire

Questionnaires to former students

Further information

If you have any further questions, please email the programme leader. Dr. Fadi Safieddine via (UEL Profile) or f.safieddine@uel.ac.uk.

Where you can find further information

Further information about this programme is available from:

- The UEL web site (http://www.uel.ac.uk)
- UEL Manual of General Regulations and Policies http://www.uel.ac.uk/qa/
- UEL Quality Manual http://www.uel.ac.uk/qa/
- Regulations for the Academic Framework http://www.uel.ac.uk/academicframework/
- UEL Guide to Undergraduate Programmes
- http://www.uel.ac.uk/ace/