

MODULE DESCRIPTOR

Module Title

Core Business Skills

Reference	SUM402	Version	2
Created	May 2017	SCQF Level	SCQF 11
Approved	June 2012	SCQF Points	15
Amended	December 2017	ECTS Points	7.5

Aims of Module

To provide an overview of core business skills pertinent to the management of commercial practice within the energy sectors and critically appraise alternative approaches and practices.

Learning Outcomes for Module

On completion of this module, students are expected to be able to:

- 1 Understand basic accounting concepts, the form and content of the annual accounts of trading enterprises, the tax law implications and the workings of a standard accounting system.
- 2 Critically analyse and report on corporate growth, failure and rescue.
- 3 Critically appraise and report the range of analytical tools and their applications when used in a business planning and leadership environment.
- 4 Analyse and apply whole-life costing techniques in a commercial environment.

Indicative Module Content

Accounting principles & procedures, data management, statutory requirements. Whole life asset costing and economics, cost modelling, uncertainty and risk. Client/Operator and contractor relationships, communication, leadership, managing people & resources, decision quality, negotiation, scenario planning; industry based, real world case studies and scenarios.

Module Delivery

The module is delivered in Distance Learning Mode by self directed web-based learning materials supported by on-line tutorial support and discussion forums.

Indicative Student Workload

	Full Time	Part Time
Contact Hours	N/A	70
Non-Contact Hours	N/A	80
Placement/Work-Based Learning Experience [Notional] Hours	N/A	N/A
TOTAL	N/A	150
<i>Actual Placement hours for professional, statutory or regulatory body</i>		

ASSESSMENT PLAN

If a major/minor model is used and box is ticked, % weightings below are indicative only.

Component 1

Type:	Coursework	Weighting:	40%	Outcomes Assessed:	1, 2, 3
Description:	Normally a longitudinal assessment involving topic discussion forums (20%) and a group presentation (20%).				

Component 2

Type:	Coursework	Weighting:	60%	Outcomes Assessed:	1, 2, 3, 4
Description:	An individual written piece of work.				

MODULE PERFORMANCE DESCRIPTOR**Explanatory Text**

In order to pass the module students must achieve 40% or greater in each component.

Module Grade	Minimum Requirements to achieve Module Grade:
A	70% or greater
B	60% or greater
C	50% or greater
D	40% or greater
E	35% or greater
F	Less than 35%
NS	Non-submission of work by published deadline or non-attendance for examination

Module Requirements

Prerequisites for Module	None in addition to course entry requirements or equivalent.
Corequisites for module	None.
Precluded Modules	None.

ADDITIONAL NOTES

This module is a core part of the MSc Commercial Practice for the Energy Sectors. The module may be taken as a stand-alone study package.

INDICATIVE BIBLIOGRAPHY

- 1 Johnston, G., Scholes, K., Whittington, R. 2009, Exploring corporate Strategy, Prentice and Hall
- 2 Gaughan, P. A., 2010, Mergers, Acquisitions, and Corporate Restructurings, Wiley
- 3 Northouse, P. G., 2009, Leadership: Theory and Practice, Sage Publications
- 4 Gillespie, I., 2004, Principles of Financial Accounting, Prentice Hall
- 5 Kishk M., Al-Hajj A., Pollock R., Aouad A., Bakis, N. and Sun, M., 2003. Whole-Life Costing in Construction - A State of The Art Review. The RICS Research Paper Series, 4(18).