

PROGRAMME SPECIFICATION

for the award of

Foundation Diploma in Computing

Managed by the Faculty of Technology, Design and Environment

delivered by Department of Computing and Communication Technologies

Date approved:	Date approval confirmed, on recommendation of University validation panel or other authorised body.
Applies to students commencing study in:	September 2018

RECORD OF UPDATES

Date amended*	Nature of amendment**	Reason for amendment**
July 2016	Transferred to new template, update graduate attribute from global to active citizenship, removal of TOEFL	CMA Compliance, Update to graduate attribute, update to admissions.
October 2016	Checked for errors and amended by Subject Coordinator and Programme Lead.	Subject specialist knowledge.
December 2016	Addition of a new module	Minor change
July 2017	Removal of U00101 and addition of U08004	Major Change

SECTION 1: GENERAL INFORMATION

Awarding body:	Oxford Brookes University
Teaching institution and location:	Oxford Brookes University, Headington Campus
Language of study:	English
Final award:	Foundation Diploma
Programme title:	Foundation in Computing
Interim exit awards and award titles available:	Modular credit where appropriate.
Brookes course code:	FCO
UCAS code:	G406
JACS code:	I100
HECoS code:	100366
Mode of delivery:	Full-time (face to face/on-campus) Part-time (face to face/on-campus)
Mode/s and duration of study:	Full-Time 1 year Part-Time 2 years In both cases the maximum length of registration is 2 years.
QAA subject benchmark statement/s which apply to the programme:	Computing 2007
Professional accreditation attached to the programme:	NA
University Regulations:	The programme conforms to the University Regulations for the year of entry as published/archived at: http://www.brookes.ac.uk/regulations/

SECTION 2: WHY STUDY THIS PROGRAMME?

The Foundation Year in Computing enables and supports widening participation in degree level studies by providing an alternative entry route into a range of computing BSc (Hons) programmes.

The principal aim of this Foundation course is to enable the Foundation Year student to develop the skills and knowledge base required to enter Stage I of the undergraduate degree courses within the Department of Computing and Communication Technologies. This programme is particularly suited for entry onto the computing degree courses.

Please refer to the following link to view the staff profiles within the Department of Computing and Communication Technologies:

<http://cct.brookes.ac.uk/staff/index.html>

SECTION 3: PROGRAMME LEARNING OUTCOMES

On successful completion of the programme, graduates will demonstrate the following Brookes Attributes:

3.1 ACADEMIC LITERACY

A1	Demonstrate an appreciation and understanding of some of the basic computing principles appropriate to a range of applications, which will be dependent on the modules taken during the Foundation Year.
A2	Demonstrate an appreciation and understanding of the development and operation of basic computer software and hardware systems.
A3	Demonstrate the necessary skills for entry to the first year of a computing degree course that requires analytical, problem solving and design abilities.

3.2 RESEARCH LITERACY

B1	Demonstrate study skills that are appropriate for degree level studies.
B2	Research, organise, summarise and synthesise material.

3.3 CRITICAL SELF-AWARENESS AND PERSONAL LITERACY

C1	Work productively and effectively with others.
C2	Set goals, manage time and tasks, and review personal performance to ensure work is completed satisfactorily and on time.

3.4 DIGITAL AND INFORMATION LITERACY

D1	Listen, actively participate and present ideas using accepted formats for oral and poster presentations, essays and reports.
D2	Effectively use IT resources, including internet and library databases to search for and retrieve information.

3.5 ACTIVE CITIZENSHIP

E1	Demonstrate an understanding of good practice in computing and other relevant disciplines.
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SECTION 4: CURRICULUM CONTENT & STRUCTURE

4.1 PROGRAMME STRUCTURE AND REQUIREMENTS:

Code	Module Title	Credits	Level	Status	Coursework: Exam ratio
U08013	Foundations of Computer Systems	15	4	Compulsory	100:0
U00102	Foundations of Computer Programming	15	3	Compulsory	100:0
U00103	Essential Maths for University Studies	15	3	Compulsory	100:0
U00105	Study Skills and Preparation for Higher Education	15	3	Compulsory	100:0
U00106	Foundations of Robotics	15	3	Acceptable	100:0
U00107	Graphics and the Web	15	3	Acceptable	100:0
U00808	Basic Electronic Engineering Principles	15	3	Acceptable	30:70
U00810	Foundation Engineering Mathematics 1	15	3	Acceptable	30:70
U00811	Foundation Engineering Mathematics 2	15	3	Acceptable	30:70
U51002	Foundations of Business	15	4	Acceptable	100:0
U08403	Basic Data Analysis	15	4	Acceptable	50:50
U08400	Basic Survey Methods	15	4	Acceptable	100:0
U08703	Database IT skills	15	4	Acceptable	100:0
U08906	Basic Communications and PC Networking	15	4	Acceptable	50:50
U08804	Principles of Animation	15	4	Acceptable	100:0

4.2 PROGRESSION AND AWARD REQUIREMENTS

Students must pass all 4 modules marked 'Compulsory' and 4 modules marked 'Acceptable'. Students must thus pass a total of 8 modules to complete the course and progress to an honours degree.

4.3 PROFESSIONAL REQUIREMENTS

None.

SECTION 5: TEACHING AND ASSESSMENT.

Formally scheduled teaching is generally in the form of lectures, tutorials, computer labs, robotics labs, seminars or apprentice mode sessions. Each 15 credit module has 150 learning hours associated with it, and of these, 36 (3 hrs x 12 weeks) are normally formally scheduled teaching. The one exception to this is U51002 Introduction to Business which has 24 hours formally scheduled teaching. It follows a similar scheme to the other modules as described in the next paragraph but with a 1 hour lecture and 1 hour seminar.

The normally 3 contact hours per week on a module are broken down into either a 1 hour lecture and 2 hour practical session, or a 2 hour lecture and a 1 hour practical session, depending on the module. Lectures are attended by all the students on the module, and give students the opportunity to acquire knowledge and understanding of the key concepts in the subject. Practical sessions and tutorials are smaller groups of 1 tutor, with less than 20 students, and enable students to practice essential skills in a variety of contexts, as well as, build a wide set of experiences on which to reflect, and develop professional expertise. For more technical skills, including programming, the practical elements will be based around laboratory classes, allowing students to experiment with the technology in a controlled environment.

U00102 Foundations of Computer Programming is taught in an apprentice style. This uses a different format which involves a 3 hour session where the time is made up of repeating a sequence of

- the lecturer giving a short presentation from slides,
- the lecturer working through examples where they use the technique or concept being taught
- the students carrying out exercises to practice the technique or concept for themselves with the lecturer providing help and feedback.

This style of teaching takes place mainly in computer labs with 1 tutor and less than 20 students but sometimes in a larger computer lab with 2 tutors and less than 35 students.

Outside of the 36 hours scheduled teaching, the remaining 114 hours associated with a module are split up roughly along the lines of a third of the module time being involved in directed work, or independent study, with the remainder used to prepare for assignments, background reading, research etc. The actual breakdown varies on a module by module basis.

Although many of the modules on this programme are delivered by the Department of Computing and Communication Technologies (CCT), some are delivered by the Department of Mechanical Engineering and Mathematical Sciences (MEMS) or the School of Business (SoB). The CCT modules can be identified by their module numbers which start with one of the following codes:

CCT Module Codes

U001 e.g. U08004 Foundations of Computer Systems,
U087 e.g. U08703 Spreadsheet IT skills
U089 e.g. U08906 Basic Communications and PC networks

The MEMS modules are either engineering modules (U008) or statistics modules (U084)

MEMS Module Codes

U008 e.g. U00808 Basic Electronic Engineering Principles
U084 e.g. U08400 Basic Survey Methods

The SoB provides one module for this course.

SoB Module Code

U51 e.g. U51002 Foundations of Business.

In addition to formally scheduled teaching hours, all CCT teaching staff provide 3 to 4 hours of "Office Hours", which are times that they schedule each week for students to turn up without an appointment to get help and advice with their work when needed. Appointments can also be made if a student wants to see a tutor outside of their "Office Hours", usually via email. MEMS and SoB have alternative ways of arranging extra time with tutors.

Coursework provides the majority of the assessment on this course but as half the modules taken are optional, the actual ratio of coursework:exam can vary significantly. All compulsory modules are 100% coursework and it is possible to pick options to maintain the 100:0 coursework:exam ratio. At the other extreme, if one chooses all the modules with exam based assessment the ratio change to approximately 65:35 coursework:exam. Actual ratios will vary within these limits depending on the optional modules chosen. It should be noted that timed computer based tests, such as write a piece of software to solve this problem, are regarded as coursework rather than exam, and these class tests can take place on programming related modules.

By paying due regard to the Oxford Brookes University Assessment Compact, the assessments on this programme have been designed to develop learning of technical skills required to enter University. Feedback on the assessment tasks will be provided in a timely manner, emphasizing achievement of the learning outcomes of the modules and the programme. Where appropriate, self- and peer- assessment will be used to encourage students to involve themselves in their own professional development.

SECTION 6: ADMISSION TO THE PROGRAMME

6.1 ENTRY REQUIREMENTS

Prior qualifications necessary for entry to the programme, including English language requirements.

From 2017 entry, typical offers:

- A-LEVEL CC or equivalent
- IB 24 points
- BTEC MPP or MM profile
- UCAS 64 points

Points may be counted from qualifications equivalent to up to 3 A-levels only.

Please follow this link for details of the new UCAS Tariff: <http://www.brookes.ac.uk/studying-at-brookes/how-to-apply/ucas-tariff---achieving-120-points/>

Specific entry requirements

- GCSE: Mathematics at grade C minimum, and English Language at grade C minimum.

Students for whom English is not their main language also need to show that their English is at a high enough level to succeed in their studies. The minimum English language requirements are specified at <http://www.brookes.ac.uk/international/apply/undergraduate/requirements>. See also <http://www.brookes.ac.uk/international/apply/english/>.

SECTION 7: PREPARATION FOR EMPLOYMENT

The department receives 'Guru' webcasts, for BSc (Hons) Information Technology Management for Business but available to all students. Topics complement a variety of technical and professional learning outcomes, and are delivered by senior employees of the employer consortium.

The department maintains close links with the University Careers Office. Themed 'mini' careers fairs are organised by this office – with technology being a common theme. Students are encouraged to use the facilities offered, including CV workshops, and practice interviews and assessment-centre activities.

An Industrial Liaison Board is run within the department, with senior employees of regional and representative organisations as members. The board is consulted on major initiatives within the department, including programme revalidations, possible research partnerships, future trends and directions, and the feasibility of new course offerings.

An alumni organisation has recently been formed in the department. The aim is to invite ex-students who are now in a variety of technical and managerial roles, to network with each other, and with our current students. It is anticipated that this organisation will be of great benefit to students starting out on their careers, as well as for more senior alumni looking to exploit the skills and expertise of the staff and students in the department.

Most students on completing this course go on to degree level study either at Oxford Brookes or at other institutions.