

FACT SHEET: OTHM LEVEL 6 DIPLOMA IN BUSINESS MANAGEMENT (MQF LEVEL 6)	
Awarding Body	ThinkTalent Ltd. ThinkTalent Ltd is a Further and Higher Education Institution licenced by the Malta Further and Higher Education Authority (MFHEA) Licence Number: 2017/04
Title of the Qualification	OTHM LEVEL 6 DIPLOMA IN BUSINESS MANAGEMENT
Mode of Delivery	Face-to-Face Learning/Online (3rd country nationals on a student visa must attend in Face-to-Face mode)
Duration	12 months
Language/s of Instruction of Programmes	English
Address/es where programme will be delivered:	ThinkTalent Offices Centris Business Gateway, Level 2E, Triq is-Salib tal-Imriehel Zone 3, Central Business District, Birkirkara CBD 3020 Malta
Entry Requirements	<p>For entry onto the OTHM Level 6 Diploma in Business Management qualification, learners must possess:</p> <ul style="list-style-type: none"> • Relevant NQF/QCF/RQF Level 5 diploma or equivalent recognised qualification • Mature learners (over 21) with management experience (learners must check with the ThinkTalent regarding this experience prior to registering for the programme) • Learner must be 18 years or older at the beginning of the course <p>English requirements: If a learner is not from a majority English-speaking country, they must provide evidence of English language competency.</p>

<p>Overall Programme Objectives</p>	<p>The objectives of the OTHM Level 6 Diploma in Business Management qualification is to provide learners with an excellent foundation for a career in a range of organisations. It designed to ensure that each learner is ‘business ready’: a confident, independent thinker with a detailed knowledge of business and management and equipped with the skills to adapt rapidly to change.</p> <p>The content of the qualification is focused on leadership and people management, strategic human resource management, operations management, sustainable business practice, financial decision making as well as the business research skills expected of a manager.</p> <p>The qualification is ideal for those who have started, or are planning to move into, a career in private or public sector business. Successful completion of the Level 6 Diploma in Business Management qualification will provide learners with the opportunity to progress to further study or employment.</p>																												
<p>Qualification Structure</p>	<p>This qualification consists of 6 mandatory units for a combined total of 120 credits, 1200 hours Total Qualification Time (TQT) and 480 Guided Learning Hours (GLH) for the completed qualification. All units are mandatory.</p> <table border="1" data-bbox="507 1003 1356 1254"> <thead> <tr> <th>Unit Title</th> <th>Credit</th> <th>GLH</th> <th>TQT</th> </tr> </thead> <tbody> <tr> <td>1. Leadership and People Management</td> <td>20</td> <td>80</td> <td>200</td> </tr> <tr> <td>2. Business Research Project</td> <td>20</td> <td>80</td> <td>200</td> </tr> <tr> <td>3. Operations Management</td> <td>20</td> <td>80</td> <td>200</td> </tr> <tr> <td>4. Financial Decision Making</td> <td>20</td> <td>80</td> <td>200</td> </tr> <tr> <td>5. Sustainable Business Practices</td> <td>20</td> <td>80</td> <td>200</td> </tr> <tr> <td>6. Strategic Human Resource Management</td> <td>20</td> <td>80</td> <td>200</td> </tr> </tbody> </table>	Unit Title	Credit	GLH	TQT	1. Leadership and People Management	20	80	200	2. Business Research Project	20	80	200	3. Operations Management	20	80	200	4. Financial Decision Making	20	80	200	5. Sustainable Business Practices	20	80	200	6. Strategic Human Resource Management	20	80	200
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<p>Learning Outcomes of the Programme</p>	<p>Unit 1: LEADERSHIP AND PEOPLE MANAGEMENT</p> <p>1. Understand theories of leadership and people management. 1.1 Assess the skills and attributes needed for leadership. 1.2 Evaluate the differences between leadership and management. 1.3 Compare and contrast leadership styles for different management positions.</p> <p>2. Be able to assess ways to improve motivation and performance by applying leadership skills. 2.1 Evaluate ways to motivate staff to achieve organisational objectives. 2.2 Assess the link between motivational theories and reward. 2.3 Assess the effectiveness of reward systems in different types of organisations. 2.4 Evaluate the methods employers use to monitor employee engagement and performance.</p> <p>3. Be able to plan and carry out assessment of individual work performance and development.</p>																												

3.1 Analyse the factors involved in planning the monitoring and assessment of work performance.

3.2 Plan and deliver the assessment of the development needs of individuals.

3.3 Evaluate the success of the assessment process

4. Be able to analyse team dynamics and its importance in achieving organisational goals

4.1 Evaluate the benefits of team-working for an organisation

4.2 Analyse ways in which managers can resolve conflicts within a team to achieve organisational goals.

4.3 Review the effectiveness of the team dynamics in achieving specified goals.

Unit 2: BUSINESS RESEARCH PROJECT

1. Be able to propose a research project in a business and management context.

1.1 Assess the factors that contribute to the process of research project selection.

1.2 Formulate and record possible research project outlines and specifications.

1.3 Develop research questions or hypothesis with rationale.

1.4 Clarify resources efficiently for the research question or hypothesis.

1.5 Create an agreed SMART timeframe for completion of the research.

2. Be able to prepare a research plan and conduct a literature review.

2.1 Critically appraise literature relevant to the chosen research context.

2.2 Evaluate research methodologies and provide a rationale for a chosen research methodology.

2.3 Evaluate data collection methods and provide a rationale for chosen data collection methods.

2.4 Produce a research proposal.

3. Be able to carry out research according to the chosen research specification.

3.1 Carry out the proposed research investigation in accordance with the research specification.

3.2 Collect and present relevant data as outlined by the research specification.

3.3 Interpret and analyse the results in relation to the research specification.

4. Be able to evaluate research and present results and conclusion.

4.1 Use appropriate research evaluation techniques to justify the validity of the research.

4.2 Make recommendations, justifying areas for further consideration.

4.3 Present the outcomes of the research to an audience using appropriate media.

Unit 3: OPERATIONS MANAGEMENT

1. Understand the nature and importance of operations management.

1.1 Explain why operations management is important for organisations.

1.2 Analyse the operations functions of a selected organisation.

1.3 Evaluate the operations management process of a selected organisation using relevant models.

2. Be able to evaluate the link between operations management and strategic planning.

2.1 Appraise the importance of the 'Three Es' to organisations.

2.2 Assess the impact of the tension between cost minimisation and quality maximisation.

2.3 Evaluate the significance of the five performance objectives that underpin operations management to organisation.

3. Be able to assess how to organise a typical production process.

3.1 Assess how linear programming adds value to a given production process.

3.2 Evaluate critical path analysis and network planning.

3.3 Analyse the need for operational planning and control in a selected production process.

4. Be able to apply relevant techniques to the production of an operational plan for an organisation.

4.1 Produce a set of clearly defined operational outcomes for a selected organisation.

4.2 Produce a network plan indicating the resultant critical path.

4.3 Assess how quality management techniques are applied to improve operations in a selected organisation.

Unit 4: FINANCIAL DECISION MAKING

1. Understand the role of financial information and financial analysis in business risk assessment and decision making.

1.1 Analyse the factors that guide and drive decision making in business.

1.2 Assess the significance of financial factors in business decision making.

1.3 Evaluate the characteristics of business risk that impact on financial and business decisions.

2. Understand how financial statements and their structure aid business decision making.

2.1 Compare the accrual and cash flow approaches to accounting and financial reporting and the implications of each for business decision making.

2.2 Evaluate the structure and content of final accounts and their uses for business decision making.

2.3 Interpret financial information in balance sheets, income statements as well as sources and applications of funds statements.

2.4 Differentiate between financial decisions relating to capital expenditure and those relating to revenue expenditure.

3. Be able to perform effective capital expenditure appraisal using range of techniques.

3.1 Appraise various sources of short-term and long term financing for businesses.

3.2 Critically examine key factors affecting the choice

of source of financing.

3.3 Evaluate various techniques used for appraising and making decisions regarding capital expenditure.

3.4 Explain the possible benefits and drawbacks of off-balance sheet financing.

4. Be able to evaluate how different ownership structures impact on financial performance.

4.1 Critically analyse the corporate governance, legal and regulatory environments of different business ownership structures.

4.2 Compare and contrast stakeholder interests of owners and managers in decision making.

4.3 Evaluate the significance of Return on capital Employed (ROCE), Earnings Per Share (EPS) and other overall performance measures for the long-term sustainability of businesses.

4.4 Differentiate between business ethics, governance and accounting ethics as controls on business accountability.

Unit 5: SUSTAINABLE BUSINESS PRACTICES

1. Understand the global sustainability agenda.

1.1 Evaluate the global sustainability agenda and how it relates to national practice.

1.2 Analyse the forces for change in the sustainable business environment.

1.3 Evaluate the impact of current sustainability issues on businesses.

2. Understand the concept of the sustainable business organisation.

2.1 Determine the scope of the sustainable business organisation.

2.2 Evaluate the impact on business structure and objectives of becoming a sustainable business organisation.

3. Be able to review sustainable strategic business planning.

3.1 Analyse the concept of the triple bottom line and review how it is implemented in business organisations.

3.2 Determine change required within business organisations to meet a sustainability agenda.

3.3 Review the process of sustainable strategic business planning.

Unit 6: STRATEGIC HUMAN RESOURCE MANAGEMENT

1. Understand the role and importance of human resource management in achieving organisational effectiveness.

1.1 Illustrate key concepts and models governing Strategic Human Resource Management.

1.2 Evaluate the role and importance of Strategic Human Resource Management in organisations.

1.3 Analyse the frameworks of Strategic Human Resource Management.

2. Understand the formulation and implementation of human resource strategies.

2.1 Analyse the strategic human resource process.

	<p>2.2 Assess the approaches of Strategic Human Resource Management. 2.3 Analyse the development and implementation of human resource strategies.</p> <p>3. Be able to critically analyse the use and application of a range of HR strategies designed to improve employee and organisational performance. 3.1 Evaluate appropriate human resource strategies for an organisation. 3.2 Assess human resource strategies and their application in an organisation.</p> <p>4. Be able to critically evaluate various key perspectives within Strategic Human Resource Management. 4.1 Review current literature and perspectives on Strategic Human Resource Management. 4.2 Evaluate contemporary issues affecting Strategic Human Resource Management.</p>
<p>General Pedagogical methods used for this programme</p>	<p>This is a training programme in which participants will benefit from the following mixed-learning and teaching methodologies:</p> <ul style="list-style-type: none"> • Tutor-led, traditional and collaborative teaching contact via short lecture-type interventions interspersed with group discussions, reflective exercises and group activities • Self-study via handouts and recommended reading
<p>Assessment</p>	<p>All units within this qualification are assessed and internally quality assured by the ThinkTalent and externally verified by OTHM. The qualifications are criterion referenced, based on the achievement of all the specified learning outcomes.</p> <p>Each unit is assessed via a written coursework of approximately 3500 words. To achieve a 'pass' for a unit, learners must provide evidence to demonstrate that they have fulfilled all the learning outcomes and meet the standards specified by all assessment criteria.</p>