



UNIVERSITY OF
PORTSMOUTH

LEARNING AT WORK

ADVANCE YOUR CAREER



port.ac.uk

CONTENTS

Welcome	1
Benefits of our Learning at Work programme	2
Our work-based courses	3
Programme details	4
How will I study?	5
Work-based learning	6
Studying at a distance	7
Meet our students	8-9
What the employers say	10
Entry requirements	11
How to apply	12
Useful contacts/links	13
Why Portsmouth?	14

Welcome

LEARNING AT WORK PROVIDES A WIDE RANGE OF WORK-BASED AND DISTANCE LEARNING COURSES AT BOTH UNDERGRADUATE AND POSTGRADUATE LEVEL. THE KEY BENEFIT TO YOU IS THAT YOU CAN TAILOR YOUR LEARNING TO SUIT YOUR PROFESSIONAL AND PERSONAL NEEDS.

This programme aims to develop your abilities in the workplace using professional standards of competency. Your employer should experience a direct benefit and see an improvement in your performance due to the work-based nature of your study.

Your projects will be commercially valuable to your organisation and will exhibit your enhanced strategic awareness and knowledge of best practice. In turn, your increased motivation and improved performance will undoubtedly lead to further professional opportunities and career progression.

Unlike conventional part-time study or distance learning, you are mainly assessed on what you do at work, which reduces the amount of time you need to spend studying.

Within this brochure you will find detailed information on our range of courses, how to apply for them, what our entry requirements are and what we can offer you as a Portsmouth student.

You'll be joining a university that achieved a Gold rating in the Teaching Excellence Framework (TEF), for undergraduate teaching. This means our teaching is considered excellent and can provide you with the skills you need to succeed.



The benefits of our Learning at Work programme

Benefits to you:

- Your existing knowledge counts towards the degree award
- You gain a UK university qualification without having to take a career break
- Gain a UK Bachelor's or Master's degree anywhere in the world
- You don't need to attend university, saving on accommodation and travel costs
- You learn what you need, as you need it
- You can tailor the pace of learning to suit demands on your time
- Learning leads to professional and career enhancement
- Learn from subject specialists

Benefits to employers:

- Staff education brings commercial and strategic awareness
- Commercially valuable work projects are part of the learning programme
- The organisation gains knowledge of best practice and the latest technologies from work-based projects
- University tutors provide new knowledge and advice
- Better qualified staff enhance the organisation's leadership position
- Staff who have been supported to gain qualifications show increased loyalty to their employers
- Employee motivation is increased as they develop their skills

'By the end of my studies my employer will have the results of two projects that look into the situations that are effecting our work space and can improve our efficiency and production levels.'

Stephen Lillie
Learning at Work student

Our work-based courses

BA (Hons)

- Business
- Business and Computer Studies
- Professional Studies*

BSc (Hons)

- Applied Computing
- Applied Science
- Professional Studies*
- Creative Technologies and Enterprise
- Engineering Studies
- Engineering and Management Studies
- Engineering Project Management
- Maritime Studies



MA

- Business Management
- Business and Computer Studies
- Professional Studies*

MSc

- Applied Computing
- Applied Science
- Professional Studies*
- Engineering
- Engineering and Management
- Engineering Project Management
- Maritime Studies
- Occupational Health and Safety Management (IOSH accredited)
- Occupational Health, Safety and Environmental Management (IOSH/IEMA accredited)

We also offer PgCert Occupational Health and Safety Management (DL) (IOSH accredited). The PgCert comprises two 30 credit distance learning units – Management Essentials and Risk Management – studied over an academic year.

*'Professional Studies' is the award for students whose work is not covered by any of the other awards.



Programme details

You can start a programme in either September or January.

Once you have selected your course title, you design the learning you will carry out with support from the University and in consultation with your employer.

Your learning, which will enable you to obtain academic credit, can come from four sources:

- A Learning Management unit which enables you to plan your learning
- Recognised prior learning* (where appropriate)
- Taught units, for example, 'Business Transformation through Quality Management', 'Strategic Organisational

Excellence', 'Risk Management in Practice' and 'Project Management'

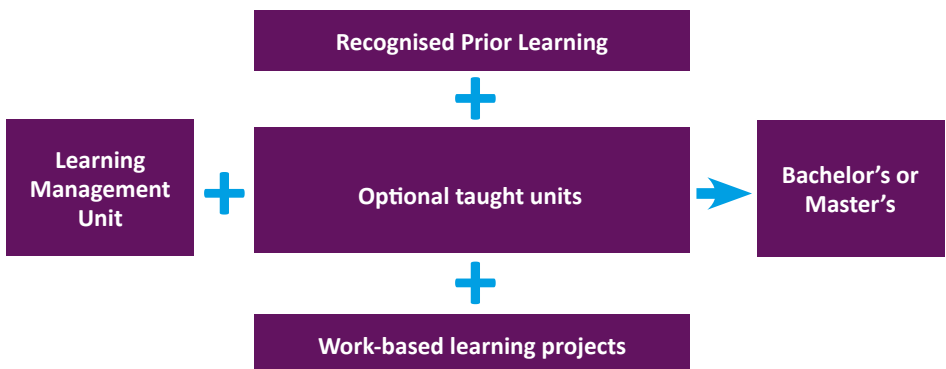
- Work-based learning projects

The course can be studied purely at a distance – there are no residential requirements for the course.

How long will it take me?

The time you take to complete your studies is up to you and is not tied to the academic calendar. It depends on the point at which you start the course and your personal circumstances at work and at home.

*Previous learning which can be recognised and given credit towards your degree.



How will I study?

THIS UNIQUE PROGRAMME ALLOWS YOU TO SET YOUR OWN OBJECTIVES, COURSE CONTENT AND TIMETABLE.

We set the framework for your degree and assess your work, but you choose what to learn, how you will learn and what evidence you will deliver for assessment. We ensure that you achieve the standard appropriate to your award through a process of learning management.

You will be supported throughout the programme by subject specialist tutors and our online virtual learning environment called Moodle. The Moodle environment is a rich source of information and activities including online tutorials, lectures, webinars and virtual tutor-led discussion sessions, providing you with the opportunity to interact with staff and fellow students.

The Academic Skills Department are also on hand to support distance learning students with the requirements of academic writing. Although you are not required to study on campus throughout the course, you are invited to attend an induction session at the start of the programme and, of course, your graduation ceremony at the end. For those unable to attend induction in person, we provide an online induction course to get you off to the best start in your studies.



You will also be able to access our Library's vast selection of electronic resources including e-books and journals, which are available anywhere, 24/7 and our friendly staff are always on hand to help. We have created a series of videos aimed to help you use the University Library resources and to search more effectively for the information you require for your research and assessments.

Work-based learning



'The programme provided me with an excellent opportunity to combine my daily employment responsibilities with academic study to deliver a worthwhile and beneficial project and subsequent report that will deliver genuine improvements to my employer.'

Much of your learning comes from work-based learning (WBL) projects. They must involve new learning for you, so they cannot be simply the activities involved in your regular job. However, they should be of value to your employer as well as yourself and you should be able to carry out much of the project work in normal working hours.

Past workplace projects include:

- The implementation of an occupational health programme in a mining company in Ghana
- Development of emergency response and recovery plans
- Analysis of piracy as a threat to maritime security in Nigeria
- Developing conservation objectives for offshore oil and gas operations in the Gabon
- Design and development of pneumatic test bench for cylinder test purposes
- Analysis and management of major risks in Mega Road Construction Project in Qatar
- Management processes for removing redundant equipment safely and cost effectively
- Incorporating a vessel traffic information management system (VTIMS) and a marine simulator facility (MSF)
- Licence application for self-production power using solar/photovoltaic system

Studying at a distance

Due to the distance-learning nature of this course and the potential pressure of juggling your course alongside your work and home life, we aim to provide you with as much support as possible.

You will have support from:

- A workplace partner chosen by you – someone at work who can offer advice, guidance and moral support
- A personal university tutor specialising in your area of study
- A learning management tutor to help you manage your learning
- Lecturing staff in your taught units
- Written feedback on all items submitted for approval or assessment
- An introductory learning management course to help you develop your learning contract, devise projects, conduct research and write reports



'Access to tutors and online support proved invaluable to me as a distance learner and was particularly comforting for someone such as me who had not been in full time study for at least 15 years.'

Meet our students

Ekanikpong Ben - Nigeria

Engineering Supervisor - MSc Engineering and Management



'I chose to study my course via Learning at Work because I found it a suitable means to attain my academic and career goals without disrupting my daily job activities and family.

The most beneficial part of the support provided to me on my course was Moodle and tutor. I feel my employer will benefit from my studies as it will offer an opportunity to enhance my managerial and academic skills within my particular area of operational expertise. I feel my qualification will give my career a boost and prepare me for effective managerial responsibilities.'

Katharine Davies - United Kingdom

Designer - BSc (Hons) Engineering and Management Studies



'I made the choice to study via Learning at Work because it gives me the opportunity to study Engineering and Management Studies, which is most relevant to my current work as a Mechanical Design Engineer. As I have been able to develop a bespoke learning contract, I was able to tailor my work-based project to meet the requirements my company and me.

The projects I have chosen are based around development of company equipment and procedures, with an aim to reduce cost to my company and our customers.'

Cornelius Buitendag - Qatar

HSE Manager - MSc Occupational Health, Safety and Environmental Management

'I chose to study my course via Learning at Work because it provides me the opportunity and time to focus on my studies, learn new skills and obtain knowledge at a higher and professional level while I work and be a parent.

I feel my qualification will open up doors in a wider range of industries and will provide me the required credentials from a reputable university that will give me the edge and will provide me with a better than normal chance to be successful in future career objectives, especially given the competitive market out there.'

Nazgul Shamshetdinova - Kazakhstan

Competence Development Analyst - MSc Occupational Health, Safety and Environmental Management

'I chose to study via Learning at Work at the University of Portsmouth after extensive research of western universities and through discussion with my colleagues some of whom had western master degrees.

I reviewed my further career plan with HR specialists that advised me about the benefits of a distance learning education. At the time of my enrolment I had my first new born baby; therefore I wanted to enjoy my time with him without sacrificing my family life.'



Wisdom Aguomba - Nigeria

Navigating Officer - MSc Occupational Health, Safety and Environment Management



'I have limited time to go to university due to the nature of my work at sea; therefore I chose to study my course via Learning at Work. I found it very flexible and excellent in delivering sound tutoring based on my experience. I feel my qualification enabled me to achieve an outstanding performance in the company through my recommendations that brought about many changes in the company safety procedures. This led to my promotion as a safety officer and inclusion as a member of the ship safety management team.'

What employers say

Quotes from employers of Learning at Work 2017 students

‘The knowledge, skills and competencies gained as a result of this study will be enough motivation for him to tackle any other personal or professional challenge he is confronted with. Ultimately, he is evermore prepared to provide the much needed professional leadership not only for his team of health, safety and environmental professionals but for his organisation as a whole’

‘I must admit that through this course our employee’s pattern of work has changed. He has been making recommendations on moving the company forward.’

‘His career will undoubtedly be hugely boosted by this experience. It has allowed him to not only engage with more people in our organisation but has opened up lines of communication with trade bodies and others in the wider industry. The way he has conducted the research shows him as a dedicated professional who is willing to investigate evidence and make recommendations that benefit both the company and the employee – a skill that all bosses want!’

‘These changes will in the future enable us to tender and hopefully be successful in those bids for new contracts.’



Entry requirements

THERE ARE NO STANDARDISED ENTRY QUALIFICATIONS AND EACH APPLICATION IS TREATED INDIVIDUALLY ON ITS OWN MERITS.

Typical applicants for a BA or BSc (Hons) course would have a Level 4 or equivalent qualification and three or four years' work experience, although many have no post-school qualifications.

Applicants for MA or MSc courses are usually working at a professional level. They normally have a first degree or equivalent, but other qualifications at level 5 HND, supported by several years of relevant post-qualification experience in responsible posts, may be acceptable.

Access to a stable work situation is important for success on a Learning at Work course. This programme may not be suitable for people whose work is voluntary, temporary or on short-term contracts. It is unlikely to suit those who are retired or unemployed. Applications from self-employed people are welcome.

You will need a sufficient level of English for your chosen course. Please see our website for more information.



How to apply

To apply for this course, please request an application form from the Learning at Work office. Visit our website for more information or contact us directly by phone or email.

Please note these courses are offered via Distance Learning.

If you intend to study with us, in advance of applying, please check this mode of study will be recognised by your government.



General enquiries

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WHY PORTSMOUTH?



GOLD
RATED FOR TEACHING
EXCELLENCE



88%

STUDENT SATISFACTION
University of Portsmouth in top
15% for student satisfaction
National Student Survey 2017



NO.1

**IN THE UK FOR BOOSTING
GRADUATE SALARIES**
The Economist 2017

**TOP
40**

UNIVERSITY
*The Guardian's University
Guide 2018*

96.5%

**OF GRADUATES WORKING
OR IN FURTHER STUDY**
(DLHE 2016)



