

GRADUATE CERTIFICATES

Are you thinking about a change of career?
Would you like to develop new knowledge and skills?
Or try part-time University study with funding support?

Graduate Certificate in Entrepreneurship and Consultancy

Graduate Certificate in Management Studies

Graduate Certificate in Sports Coaching

Abertay University is offering three new part-time Graduate Certificate courses aimed at those looking for new opportunities, wishing to retrain, develop knowledge/skills, or be self-employed. Programmes commence in January and September each year.

The courses are characterised by flexible and part-time delivery, as well as diverse teaching methods to accommodate your needs. Each course comprises four modules at graduate level, and successful completion may allow entry to a full-time degree programme.



Abertay
University

APPLY NOW FOR JAN 2010 ENTRY

Graduate Certificate in Entrepreneurship and Consultancy

If you have reached that decisive stage in your career at which you feel tempted to become your own boss, this graduate certificate may be for you. This programme has been designed for those who want to set up their own business, or who want to use their work expertise for consultancy or advisory practice, and also want to up-skill their existing qualifications.

Key Features

- Development of skills and knowledge relevant for business start up and consultancy
- Combination of technology and business skills
- Blended and flexible study modes, combining face to face and online study
- Opportunity to up-skill and diversify existing qualifications and expertise
- Preparation for degree level study in business and management

Key Benefits

- Enhanced employability and mobility
- Confidence to set up your own business
- Wider career opportunities
- Accumulate credit towards a degree level qualification
- Opportunity to combine work, study and other commitments

What you will study

The programme runs over two semesters (January – December). In the first semester (January – May) you will be introduced to the knowledge, tools and skills required for the creation of a new enterprise. This also includes project management techniques which are vital to small businesses. In semester 2 (September – December) you will explore how to develop a web presence for your business and develop practical consultancy skills.

Modules studied

New Enterprise Creation (15 credits)
Project Management (15 credits)
Web Design and Presence (15 credits)
Consultancy Practice (15 credits)

60 SCQF credits at level 9

Entrance Requirements

Eligibility for entry to the programme is considered on the basis of prior study, work experience, professional qualifications, and references. Generally, applicants will require a business-relevant HND qualification. Entry with advanced standing may be granted subject to submission of relevant documentation, and interview by the programme tutor where deemed necessary. The University's Accreditation of Prior Learning/ Experience will apply. Applicants with non-standard qualifications will be considered on an individual basis.

How you learn

The programme combines a blend of teaching/learning modes. Online study allows you to develop your knowledge and understanding of subjects studied in a structured way and in your own time. Class contact combines conventional lectures, small group discussion, case studies, and practical activities. Classes are interactive and often learner driven, and aim to foster exchange of knowledge and ideas among participants. All subjects are supported by reading programmes and other types of learner support.

Assessment

This programme is formally assessed using essays and examinations, presentations, group work, coursework, and case study analysis.

Time commitment

Each module carries a total of 150 hours study, including 12 hours of class contact and, for most modules, 12 hours of online lecture presentations.

In semester 1, you will be required to attend the University 2 hours per week and undertake additional self study. In advance of each class you will be expected to have studied the lecture material online, and to have undertaken some advance reading.

Classes are scheduled during the early evening with two modules running consecutively. Each module is delivered over a 6 week block. In semester 2, there will be more intensive class contact including a weekend seminar for each module.

Career opportunities

You will be in a position to work in a consulting capacity in your field of professional or work expertise, or in a self-employed capacity, or in conjunction with a commissioning or employing organisation. You will gain confidence to set up your own business and become your own boss. You will also be able to access managerial roles in both the private and public sectors.

Degree access

The Graduate Certificate will allow you to access the University's undergraduate business and management degree programmes at level 9.



Management today is more challenging than ever before. As a competent manager you need to balance the demands of both people- and information-management, the conflicting interests of internal and external stakeholders, and the demands of an ever-changing competitive environment. This programme is designed for those who are keen to develop their management expertise and to find out more about what it takes to be a manager.

This programme is designed for people who have reached a decisive stage in their career at which they seek to enhance their existing qualifications to degree level, and/or wish to refocus their career orientation.

Key Features

- Career relevant and practice focused
- Engagement with current topics in business and management practice
- Springboard to consultancy practice
- Blended and flexible study modes, combining face to face and online study
- Opportunity to up-skill and diversify existing qualifications and expertise
- Preparation for degree level study in business and management

Key Benefits

- Enhanced employability
- Greater career opportunities
- Credit accumulation towards degree level qualification
- Opportunity to combine work, study and other commitments

What you will study

The course runs over two semesters (January – December). In the first semester (January – May) you will be introduced to the central principles, roles, tools and skills relevant for management today. You will develop problem solving skills, team working, and you will engage with current business cases and scenarios. You will also study project management techniques which are vital to the survival of small businesses, and the effective and flexible management of larger companies.

In semester 2 (September – December) you will develop a deeper understanding of how to use insights from work psychology to maximise the human capital of organisations. You will also be introduced to consultancy practice as an area of competence relevant if you want to leverage your professional expertise in an advisory or change agent capacity.

Modules studied

Management Roles and Challenges (15 credits)
Project Management (15 credits)
Consultancy Practice (15 credits)
Work Psychology (15 credits)

60 SCQF credits at level 9

Entrance Requirements

Eligibility for entry to the programme is considered on the basis of prior study, work experience, professional qualifications, and references. Generally, applicants will require a business-relevant HND qualification. Entry with advanced standing may be granted subject to submission of relevant documentation, and interview by the programme tutor where deemed necessary. The University's Accreditation of Prior Learning/Experience will apply. Applicants with non-standard qualifications will be considered on an individual basis.

How you learn

The programme combines a blend of teaching/learning modes. Online study allows you to develop your knowledge and understanding of subjects studied in a structured way and in your own time. Class contact combines conventional lectures, small group discussion, case studies and practical activities. Class contact sessions are interactive and often learner driven, and aim to foster exchange of knowledge and ideas among participants. All subjects are supported by structured reading programmes and other types of learner support.

Assessment

This programme is formally assessed using essays and examinations, presentations, group work, coursework, and case study analysis.

Time commitment

Each module carries a total of 150 hours study, including 12 hours of class contact and, for semester 1 modules, 12 hours of online lecture presentations.

In semester 1, you will be required to attend the University 2 hours per week and undertake additional self study. In advance of each class you will be expected to have studied the lecture material online, and to have undertaken some advance reading.

Classes are scheduled during the early evening with two modules running consecutively. Each module is delivered over a 6 week block. In semester 2, there will be more intensive class contact including a weekend seminar for each module.

Career opportunities

Career opportunities exist in any sector or industry. Graduates will be able to seek general managerial roles in both private or public sectors, or employment as project managers. Depending on the level of work expertise you will bring to the course, career opportunities also exist in the field of consultancy and specialist project management.

Degree access

The Graduate Certificate will allow you to access the University's undergraduate business and management degree programmes at level 9.



Graduate Certificate in Sports Coaching

This course is designed for people who are interested in, or are already in the field of sports coaching and who are seeking to extend their current qualifications to potentially advance their careers. This is particularly relevant with the advent of the 2012 London Olympics and the 2014 Glasgow Commonwealth Games.

This course is aimed at individuals from a range of backgrounds who are interested in developing their coaching capabilities, in order to enhance their understanding of how current sport science knowledge informs coaching practice. The course develops understanding of key issues relating to an athlete's performance. Coaching today means having a sound knowledge of how the athlete's mind and body functions, so that this can be used to best effect in training programmes to maximise performance and provide athletes with a competitive edge.

Key Features

- Use of laboratory facilities and the opportunity to engage with state-of-the-art sport science equipment and techniques
- Career relevant, and study is specific to application in the coaching context
- Flexible study modes, with weekend delivery, and the opportunity to study the programme in a series of blocks
- Opportunity to up-skill and diversify existing qualifications and expertise
- Gain access to Abertay's related degree programmes

Key benefits

- Topical knowledge for application in today's coaching climate
- Opportunity to acquire sports science skills and knowledge
- Enhanced employability and career opportunities
- Credit accumulation towards degree level qualification

What you will study

The course runs from January to July and aims to provide those who have acquired vocational qualifications and experience in the field of coaching with an additional academic qualification. Students will study modules in physiology, psychology, biomechanics, and strength and conditioning theory, all contextualised to coaching practice. Practical activities in the Human Performance Laboratory together with workshops (including the use of Biomechanics software) will enable students to apply theory to practice and help them comprehend how this could influence their own coaching practices.

Modules studied

Physiology for Coaches (15 credits)
Biomechanics for Coaches (15 credits)
Sports Psychology for Coaches (15 credits)
Strength and Conditioning for Coaches (15 credits)

60 SCQF credits at level 9

Entrance Requirements

We welcome applications from people from a diversity of backgrounds. There are no formal entry requirements, as the desire is to appeal to a broad range of sport practitioners. However candidates would be expected to be presently practicing in a sports coaching context, and to agree to a Disclosure Scotland check. All applicants will also be interviewed.

How you learn

The programme combines different types of teaching/learning modes. Contact time includes: practical laboratory activities involving sports science measurement, workshops involving engagement with biomechanics software, practice of training techniques, conventional lectures, small group discussion, and case studies. Students are expected to reflect on the practical applications of theory in their own workplace settings. Class hours are interactive and student driven, aiming to foster exchange of knowledge and ideas among participants. All subjects are supported by structured reading programmes and other types of learner support e.g. online materials, case studies etc. Each module carries a total of 150 hours study, including 15 hours of structured tutor input. Individual modules from this course can also be studied on a module by module basis as part of Continuing Professional Development.

Assessment

This programme is formally assessed using essays and examinations, oral tests based on practical assessments, presentations, group work, coursework, and case study analysis.

Time commitment

Each module carries a total of 150 hours study, including 15 hours of class contact. Students will be required to attend one weekend a month and undertake self-study as directed by teaching staff.

Career opportunities

Career opportunities for graduates of this programme exist in the coaching industry. Graduates will be able to seek career roles in both private and public sectors, for example as performance coaches, sports development officers, physical activity co-ordinators, and physical training instructors.

Degree access

The Graduate Certificate will allow you to gain entry to the University's undergraduate sports programmes, for example BSc (Hons) Sport and Exercise; BSc (Hons) Sports Coaching.

How to Apply to the Graduate Certificate Courses

To receive an application pack or for more information, please contact:

Student Recruitment Office
University of Abertay Dundee
Bell Street
Dundee DD1 1HG

Tel: 01382 30 80 80
Email: sro@abertay.ac.uk

Costs and Funding

Each of the Graduate Certificates costs £642.50.

Individual Learning Accounts (ILA)

With a £500 learner account from ILA you can get up to £500 towards your part-time course fees and you don't have to pay it back. The £500 is available to those who are aged 16 or over, earn £22,000 or less and who are studying a minimum of 40 SCQF credits. Contact ILA Scotland on 0808 100 1090

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