Study modality and Examination Regulation

Programs in partnership with BSBI Berlin School of Business and Innovation (postgraduate – Master di Primo Livello)

Study modality

As part of the didactic plan of the Program and following UNINETTUNO's model, all students are required to attend on campus lectures at BSBI Campuses (Athens, Barcelona, Berlin), workshops and seminars and to active participate the study activities on the UNINETTUNO e-learning platform.

Student begins the studies with the core modules which are taken consecutively across three twelve week terms (some exceptions can occurs for specific study plans with different distribution of core modules).

Written exams and students' progress assessment modes

Assesment Strategy

Students undergo assessment through final work evaluation at the conclusion of each module.

- 100% Coursework requiring the student to produce a Report/Assignment
- The pass mark will be 50% based on the grading criteria
- Retakes will be done using the original brief and the student improving their original work.
- All assignments to be electronically checked for plagiarism.
- Students will have two attempts to complete each module, the original submission and one retake to be submitted 6 weeks after the result in confirmed in the exam board. Further attempts will be possible if approved by the academic registrar based on exceptional student circumstances.

Marking Strategy

The University accepts the "Passed/Not Passed" methodology. All the scripts are collected and first assessed by the partner, then sent to the University for the final approval.

Grade Boundaries adopted by BSBI professors/tutors:

- 0-49 – fail
- 50-69- pass
- 70-100- distinction

All markers will provide feedback in the below areas:

Generic Skills: Communication and presentation	Knowledge & Understanding	Analysis	Synthesis/Creativity/Application	Evaluation

The Marking Process

- Scripts are uploaded directly onto the platform by students the submission date.
- These scripts are downloaded and submissions/none submissions are noted on the recording sheet.

Validation of results

- Exam board to validate results of students to be held every 4 months to allow students progression through the programme. All scripts will be given to UNINETTUNO prior to the final validation.
- Identified cases of plagiarism will be addressed by BSBI internally through an unfair practice committee and the result reported to the UNINETTUNO board.
- Assignments to be sent for external approval by UNINETTUNO . Agreed timeline for validation and approval to be 2 weeks.
- Appeal of results will be submitted to BSBI and reviewed by the Dean of BSBI and Academic Registrar. Results and modifications will be presented to the UNINETTUNO board and academic staff for approval.

Grades Release to the students

The results will be released by the Exams & Assessment Team within 8 working days.

The passed module will be registered by UNINETTUNO administrative staff in the national database system of students as IDONEO (exam passed).

BSBI's Assessment Profile

The Assessment Strategy is designed to help students develop their critical, analytic, and conceptual skills. The emphasis is placed on the development of robust academic arguments integrating theory to aid the development of problem structuring and a sound conceptual framework relating to the discipline. Students are provided with a range of assessments – informal and formal, formative and summative – to ensure that all Learning Outcomes are met.

Descriptive submissions are discouraged and assignments are designed to test not only writing skills but also the ability to apply learning in a cohesive manner under restricted conditions, thus replicating the expectations of the work environment.

The pass mark is 50% based on the implemented grading criteria. If a student is not initially successful, they are permitted one re-submission where they use the marker's feedback to improve their assignment. The re-submission grade will be capped at the pass mark of 50 unless the student has approved mitigating circumstances allowing for an uncapped re-sit. Students who fail their second attempt will be bought in front of an academic panel to discuss their progress. The student may be allowed to take the assessment again, with a newly issued assignment, and for a fee, based on the

panel's decision. Deadlines will be advised at the time of the release of results, but most formative assessments are made available to students five weeks before the submission date.

Formative Assessments

Throughout the programme, lecturers may decide to issue formative assessments designed to help build student's skills and knowledge. This could include, but is not limited to, group work, tests, presentations, peer to peer assessment and field work. The goal here is to enhance each student's understanding of the theory in relation to a specific context or situation.

Although not a contributing factor in the final module grade, individual contribution is highly encouraged in order to develop throughout the module in preparation for student final summative assessment.

Summative Assessment

Each module is formally assessed by the submission of one piece of substantive coursework. The written individual coursework will usually be designed and written around original or contemporary authentic case studies designed to determine a student's ability to develop and make effective use of critical thinking and analysis, together with their research and communications skills. The summative assessment usually includes:

- Identifying the central issue(s) of the case.
- Presenting a critical overview of the tools, models and methods that will be used to help deal with the issue(s).
- Evaluating and presenting the facts of the case.
- Presenting a critical analysis and synthesis of the facts of the case, including the use of the models and tools identified above as applicable
- Presenting conclusions and recommendations that are realistic and adds to the research question.
- Presenting the work in the expected format, including typed narrative and neatly presented tables and figures, and any necessary mediums of communication as indicated in the assessment brief.

Module Resubmission Policy

If a student receives a failing grade, is suspected of plagiarism, or is a non-submission on their first attempt at a summative assessment, the student is permitted one re-submission, capped at the pass mark. The student should use the feedback provided by their lecturer on their original failed attempt in order to improve their work to a passing level.

The students will be awarded one further attempt if required, dependent on an academic review. This further attempt will be a new assessment based on the module content.

Final Dissertation

Completion of the program requires the submission of a final thesis.

The University independently determines the successful completion of programs and the eligibility for the awarding of the study title following a thorough examination of student works

After completing the core modules, and attending the research methods modules which are spaced out across the year, student will move on to the Dissertation module. The Dissertation will be completed over a 12-week period. A member of the academic staff will act as supervisor and provide guidance throughout the project. Upon successful completion of the dissertation module, student will be awarded with the Master certificate.

The Dissertation has two components: The Research Proposal and the final Dissertation submission.

The Research Proposal allows students to develop relevant academic and business skills which are transferrable through practical application in their chosen discipline of study. The proposal will seek to address business critical issues which are company specific or applicable to an identifiable industry. Practical skills and experience are important to career development and the module has been designed with particular emphasis on students developing industry relevant practical skills, linked to their prospective careers.

The Final Dissertation is a scholarly work, based on sound academic principles that contribute to a field of knowledge. It must demonstrate the ability to use the learnings derived from the studies to resolve a problem, answer a question, or prove/disprove a hypothesis related to businesses, markets, or organizations.

Before progressing to their dissertation, student must have completed the taught element of their studies. The module is designed to be a student led research module, anchored in providing students with relevant academic and industry transferable skills. The module is split into two sections. In section one, the students formulate and complete a research proposal and turn this into a feasible research plan, while in section two, they engage in the actual research.

The final project aims to develop relevant academic and business skills which are transferrable through practical application a student's chosen discipline. The project will seek to address business critical issues which are company specific or applicable to an identifiable industry and will be carried out to match the time scale of the student's studies.

Students should submit the complete final project via the designated submission box on the platform. It will be electronically checked for plagiarism via an online plagiarism detector.

Dissertation Supervision

Following the submission of their research proposal, students work with a designated dissertation supervisor, who will guide them through the development of their proposal into a viable

dissertation. Supervisors are assigned based on their specialized areas of study in order to ensure that each student received the best possible guidance throughout the dissertation process.

Re-Submission of a Failed Dissertation

Students who fail their first attempt at their Dissertation are permitted one resubmission attempt, to be capped at the pass mark. Students working on their re-submission may request academic assistance from a supervisor. Alternatively, a student is permitted to work on their re-submission without a supervisor but will not have access to academic assistance or feedback during this period.

Mitigating Circumstances and Special Considerations

Students who are unable to submit coursework by the due date should also make a claim under the mitigating circumstances (excuses) process, but are also expected, where possible, to submit the assignment within two weeks of the due date. Should this not be possible, students are encouraged to request an un-capped re-sit.

Should a student fail to submit an assessment and not notify BSBI of the reasons for this in advance it will be considered as a failed submission.