

International Foundation Year

Business and Computing Route



The International Foundation Year is designed for students, generally from high school or college, who do not have the entry criteria for courses in business and computing. Entry to the first year is for students whose English is at IELTS 4.5. Students whose English is already at the required level for undergraduate programmes may enter the second stage of the programme. Students who successfully pass the International Foundation Year will progress to courses in business, computing and management.



IELTS 5.5 or 6.0 ↓

Part 1		Part 2	
IELTS 4.5 →	Intermediate English (30 credits)	Introduction to Business Environment (20 credits)	
		Introduction to Information Technology (10 credits)	Word Processing and Document Production (10 credits)
Intermediate Academic English and Study Skills (30 credits)			
Getting Started with Mathematics (10 credits)		Foundation Mathematics (10 credits)	

→ Undergraduate courses in business, computing and management

Module Content

Intermediate English

This module aims to raise your general English level by improving accuracy and fluency when writing and speaking; and developing listening and reading comprehension skills as effective preparation for living and studying in the UK.

Intermediate Academic English and Study Skills

This module develops language and skills involved in writing English in an academic context. You will also develop competence in understanding and appropriate handling of academic literature. Development of spoken English and listening skills in the context of giving presentations is also covered, as well as participating in academic seminars and listening to lectures.

Getting Started with Mathematics

This module concentrates on the basic skills necessary to demonstrate a competence in basic numeracy or mathematics to enter, or progress in, your chosen profession. It covers basic arithmetic (fractions, decimals, percentages, ratio and proportion) both with and without the use of a calculator. Charts are introduced to display statistical data and assist with basic statistical calculations. The module also introduces the notation and techniques of elementary algebra.

Foundation Mathematics

This module is designed to build on work in the Introduction to Mathematics module and introduces basic algebra, elementary trigonometry, mathematical reasoning and financial mathematics. This includes techniques of elementary algebra, and how straight line graphs both support algebraic understanding and can be applied to distance/velocity/time. The fundamentals of trigonometry include Pythagoras' theorem, side ratios, cosines, sines and tangents. The topic of percentages is expanded to include day-to-day financial applications such as profit and loss, value added tax, interest and break-even analysis.

Introduction to Business Environment

This module provides an introduction to the interrelated nature of business activities and your relationships with the micro (internal) and macro (external) environment. The internal environment introduces the key concepts surrounding marketing, human resource management and operations management from the viewpoint of the firm. This then leads on to the external environment, examining the key political, economic, social, technological and cultural issues affecting the modern firm.

Introduction to Information Technology

This module introduces you to a range of hardware devices, operating systems, networks and software. It includes file management, and how to select and use appropriate software. The module also introduces you to the internet, email and security issues related to accessing the internet. The focus of the module is strongly practical and you will develop skills through experience of practical exercises. The aim is to provide a solid foundation for later, more advanced work; consequently the approach emphasises the understanding and mastery of basic concepts, tools and skills.

Word Processing and Document Production

This module builds upon the basic word processing skills developed in the Introduction to Information Technology module. You will learn how to effectively plan, design and create professional documents, such as letters, memos and forms. You will look at appropriate use of writing styles and methods for creating documents for intended audiences. And you will study a wide range of word processing tools and techniques, including using templates and wizards where appropriate.

Fees

Fees for this programme are £7,000 for the year. An international scholarship of £1,500 will be awarded for the programme reducing the fees to £5,500. There is an early payment discount of 5% if the fees are paid in full before enrolment.

Start Dates

For students with IELTS 4.5: 28 September 2009

For students with IELTS 5.5 (students progressing into computing): 8 February 2010

For students with IELTS 6.0 (students progressing into business): 8 February 2010

This publication is available in alternative formats on request. Please contact the Enquiry Service on +44 (0) 1642 342942 or email enquiries@tees.ac.uk.

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