



**Student Handbook (TU Dublin City Campus)**

**B.Sc. in Sports and Leisure Management (TU955)**

**Years 1 to 4**



School of Hospitality Management and Tourism,  
TU Dublin City Centre Campus,  
Grangegorman Dublin,  
Ireland

**Note:**

*The Student Handbook is divided into Parts, some of which provide general information on TU Dublin City Campus, College and School and others which provide specific information in respect of a programme. Some Parts of this Handbook are LIVE, that is, information provided will be subject to change and therefore, where applicable, links are provided to ensure that information is up to date. Some Parts are programme and module specific and may require approval through quality assurance processes. This information is available through the Programme and Module Catalogue.*

*The Quality Assurance Office undertakes to update Part One - General Information, as of 1<sup>st</sup> August each year, to ensure currency of information and weblinks.*

*Student Handbooks should be provided for each year/stage of a programme or for programme as a whole if appropriate. They will be provided in electronic format, while first year students may also be provided with a hard copy.*

## Table of Contents

<b>Part 1 - Student Handbook: General Student Information</b> .....	5
<i>Timetables and Academic Calendar</i> .....	5
<i>Assessment Regulations</i> .....	5
<i>TU Dublin Students Union</i> .....	6
<i>Health and Safety</i> .....	6
<i>Library Services</i> .....	6
<i>Study Skills Support</i> .....	6
<i>Registration</i> .....	6
<i>Student Service Centres</i> .....	7
<i>Student Health Centre</i> .....	7
<i>Student Counselling Service</i> .....	7
<i>The Pastoral and Chaplaincy Service</i> .....	7
<i>Access Support Services</i> .....	7
<i>Disability Support Service</i> .....	8
<i>Financial Aid and Accommodation Department</i> .....	8
<i>TU Dublin City Campus Societies</i> .....	8
<i>Clubs, Sports and Recreation</i> .....	8
<i>International Student Support</i> .....	8
<i>Career Development Centre</i> .....	8
<i>Student Regulations</i> .....	9
<i>Student Complaints Procedure</i> .....	9
<i>Transport Information</i> .....	9
<i>Other Useful Weblinks:</i> .....	9
<b>Part 2 - Welcome and general introduction to the School and Programme</b> .....	11
Welcome by the Head of School .....	11
Welcome by Chairperson of the Programme Committee .....	11
<b>Introduction to TU Dublin City Centre Campus</b> .....	12
<i>Academic Year 2021/22</i> .....	12
<i>Vision and Mission of TU Dublin</i> .....	13
<b>School of Hospitality Management and Tourism Information</b> .....	13
<i>Organisation of the School</i> .....	14
Contacting the School of Hospitality Management and Tourism.....	14
Communication with Students.....	15

## TU Dublin City Campus – Student Handbook

<i>Title of Programme and Award Sought</i> .....	15
<i>Assessment for Final Award</i> .....	15
<i>Nature, Duration and General Structure of Programme</i> .....	15
<i>Programme Duration</i> .....	15
<i>Access, transfer, and progression arrangements</i> .....	16
<i>Programme Structure – BSc. in Sports and Leisure Management</i> .....	16
<i>Programme Management</i> .....	16
<i>Student Representatives</i> .....	17
<i>Timetables and Academic Calendar</i> .....	17
<i>Virtual Learning Environment – Brightspace</i> .....	18
<i>Assessment and Feedback</i> .....	18
<i>Exemption from Modules</i> .....	19
<i>Student Feedback Processes</i> .....	19
<i>Progression from Year to Year</i> .....	19
<i>External Examiners</i> .....	19
<b>Part 3 - Programme information (available at the Programme &amp; Module Catalogue)</b> .....	20
<b>Programme Aims and Objectives</b> .....	20
<b>Programme Learning Outcomes and Graduate Attributes</b> .....	21
<i>Knowledge:</i> .....	21
<i>Know-how and Skills:</i> .....	21
<i>Competence:</i> .....	21
<b>Programme Structure - BSc. in Sports and Leisure Management</b> .....	22
<i>Programme structure, modules and contact hours</i> .....	22
<i>Optional Modules</i> .....	23
<i>Placement</i> .....	24
<i>Award Sought</i> .....	24
<i>Assessment for Final Award</i> .....	24
<i>General Assessment Regulations (GAR)</i> .....	24
<i>Participation in Your TU Dublin Programme in the School of Hospitality Management &amp; Tourism</i> .....	24
<b>Quality Assurance and Programme Management</b> .....	25
<i>Quality Assurance and General Assessment Regulations</i> .....	25
<b>Part 4 - Module Descriptors (available via the Programme &amp; Module Catalogue)</b> .....	26
<i>Module Catalogue</i> .....	26

## Part 1 - Student Handbook: General Student Information

All information relevant to students and student services is available on the TU Dublin City Campus website. The information provided below provides links to the website to ensure you can access the most up-to-date information.

***This section is LIVE and will be updated as of 1<sup>st</sup> August each year by the Quality Assurance Office to ensure currency of information and weblinks.***

### ***Timetables and Academic Calendar***

A guide to using the timetabling system is available at <https://www.tudublin.ie/for-students/timetables/>

This will show you how you can access your timetabling system and locate your timetable, using your TU Dublin City Campus student number.

TU Dublin's Academic Calendar is available at <https://www.tudublin.ie/explore/university-calendar/>.

### ***Assessment Regulations***

The General Assessment Regulations for TU Dublin City Campus taught programmes leading to undergraduate and postgraduate awards of TU Dublin are available at

<https://www.tudublin.ie/explore/about-the-university/academic-affairs/quality-framework/city-centre-quality-assurance/>.

These refer to awards and award classification, progression from one stage of a programme to the next, reassessment, examination procedures and breaches of assessment regulations. You will also find information on:

- bringing Personal Circumstances to the attention of the Examination Board
- seeking a recheck of examination results
- seeking a remark of examination results
- appealing the decision of the Examination Board.

### ***TU Dublin Students Union***

Once you register as a TU Dublin City Campus student you automatically become a member of the Students Union (TUDSU). Find out about the TUDSU Team, the advice they can offer and events they organize at <https://www.tudublinsu.ie/>

### ***Health and Safety***

TU Dublin has put in place a number of measures and requirements for the wellbeing of students and staff. Information on these and their implications for you is available at

<https://www.tudublin.ie/for-students/health-and-safety/>.

Schools will provide information where there are specific health and safety requirements in place for your programme.

### ***Library Services***

The libraries in TU Dublin City Campus are located at Aungier Street, Bolton Street and Grangegorman.

Once you are a registered student you can use any TU Dublin City Campus library and, for City Campus students, borrow from them with your Student ID card. The services provided by the library include study spaces, networked PCs, textbooks, journals and newspapers, photocopiers, and printers. Information on all the library's services and e-resources is available at <https://www.tudublin.ie/library/>.

### ***Study Skills Support***

The *Maths Learning Support Centre* is based in Grangegorman and offers a drop-in support service for students struggling with maths

The *Academic Writing Centre* offers support for students who are seeking to enhance and develop their academic writing skills.

Find out how to book an appointment and other useful information and resources at <https://www.tudublin.ie/for-students/returning-students/continuing-with-your-studies/>.

### ***Registration***

You are required to register on your programme every year before you commence your studies. Information on how to register, select your modules, obtain a student card and pay fees is available online at <https://www.tudublin.ie/for-students/student-services-and-support/registration-and-fees/>.

Once you register, you will be provided with a student card and a student number, as well as login details for your e-mail account and other TU Dublin systems – including Brightspace (the Virtual Learning Environment where you can access information and learning materials and activities relevant to your modules).

### ***Student Service Centres***

There are two Student [Service Centres within TU Dublin City Campus](#), located in Grangegorman and Aungier Street. Their aim is to provide a single point of information for a range of areas including ID Cards, letters of registration, to have forms stamped and verified along with ICT Support and general queries. A full range of services available to students at the Student Service Centres are available at this link [Student Services & Support | TU Dublin](#).

### ***Student Health Centre***

TU Dublin City Campus health centres provide an holistic approach to health, providing on campus health care to those students pursuing full time & apprenticeship courses. The service incorporates physical, psychological, and social aspects of student health and health promotion. Absolute confidentiality is maintained. There are two Medical Centres in TU Dublin, one in Aungier Street and one in Bolton Street (Linenhall Lodge). TU Dublin City Campus Students can use any of these centres. Find out what services are available at <https://www.tudublin.ie/for-students/student-services-and-support/student-wellbeing/student-health-centres/>.

### ***Student Counselling Service***

The TU Dublin City Campus Counselling Service is a free and confidential service which is available to all students. It provides a safe and secure environment where you may come and talk about any issue or difficulty that is of concern. Information on the service and about how you can make an appointment with a counsellor can be found at this link <https://www.tudublin.ie/for-students/student-services-and-support/student-wellbeing/counselling-service/>.

### ***The Pastoral and Chaplaincy Service***

The Pastoral and Chaplaincy service aims to provide support and care for the personal, social, and spiritual lives of students and to contribute to a sense of community throughout TU Dublin City Campus. Find out about the service and how to contact the chaplains at <https://www.tudublin.ie/for-students/student-services-and-support/student-wellbeing/pastoral-care-and-chaplaincy/>.

### ***Access Support Services***

If you are an access student studying in TU Dublin City Campus the Access Service can support you. You can find more information on the Access Service at <https://www.tudublin.ie/virtualug/access/>.

### ***Disability Support Service***

If you are a student with a physical, sensory or learning disability, medical or mental health condition that interferes with your learning, TU Dublin City Campus Disability Services can support you. You can find out how you can sign up with the Disability Service at <https://www.tudublin.ie/for-students/student-services-and-support/student-wellbeing/disability-support-services/>.

### ***Financial Aid and Accommodation Department***

The Financial Aid and Accommodation Department oversees the distribution of capitation funds, and administers a range of services, including Student Accommodation. To find out more about the various assistance schemes available, see [Financial Aid | TU Dublin](#)

For details of the TU Dublin City Campus Accommodation Office go to <https://www.tudublin.ie/for-students/student-life/accommodation--living-in-dublin/accommodation-and-living-costs/>.

### ***TU Dublin City Campus Societies***

Students are very much encouraged to get involved in student-led activities while at TU Dublin and the Societies Office promotes and supports a huge and diverse range of volunteering opportunities, societies, activities and events. Find out more information at <https://www.tudublin.ie/for-students/student-life/societies/>.

### ***Clubs, Sports and Recreation***

TU Dublin City Campus Sport and Recreation Service provides opportunities for everyone to participate in sport and physical activity across the city. Find out more about TU Dublin City Campus's sports clubs and facilities at <https://www.tudublin.ie/for-students/student-life/sport/>.

### ***International Student Support***

If you are an International Student/Erasmus student, studying in TU Dublin City Campus you can find more information on the International Office at <https://www.tudublin.ie/study/international-students/>

### ***Career Development Centre***

The Career Development Centre offers a range of services including one to one guidance with a professional Careers Adviser, career talks including a Career learning programme tailored for each discipline, Jobscene (online vacancies), email



notifications. More information at <https://www.tudublin.ie/for-students/career-development-centre/>.

### ***Student Regulations***

All TU Dublin – City Campus students must observe, in addition to the laws of the state, the regulations of TU Dublin City Campus. Therefore, it is your responsibility to acquaint yourself with these regulations which cover a range of areas such as Student Alcohol Policy, Student Dignity and Respect Policy, and Use of Computer Resources. Policies are listed at <https://bit.ly/2XZwrGm>

Also available at the same link are the TU Dublin City Campus's *Student Disciplinary Procedures* which relate to all aspects of student behaviour, **except** those covered by the General Assessment Regulations (see above). In the case of an alleged breach of general discipline that occurs on a TU Dublin City Campus or that involves resources or facilities located on a TU Dublin City Campus, a registered TU Dublin student or member of TU Dublin staff shall be subject to the disciplinary procedures of TU Dublin City Campus.

### ***Student Complaints Procedure***

The TU Dublin City Campus Handbook for Academic Quality Enhancement (Chapter 14) <https://www.tudublin.ie/explore/about-the-university/academic-affairs/quality-framework/city-centre-quality-assurance/handbook-for-academic-quality-enhancement/> provides a pathway to allow students to raise complaints if they consider that the management and/or delivery of their programme of study is not in accordance with agreed procedure. The Student Complaint Form can be found at <https://www.tudublin.ie/explore/about-the-university/academic-affairs/quality-framework/city-centre-quality-assurance/quality-assurance-forms/>.

### ***Transport Information***

At you can find out how best to travel to <https://www.tudublin.ie/explore/our-campuses/useful-links-and-apps/> each campus by different modes of transport.

### ***Other Useful Weblinks:***

Useful information for new students, including how to get involved on campus, future career, concerns, and questions <https://www.tudublin.ie/for-students/starting-at-tu-dublin/>

**Campus Life's 'What's Useful'** <https://www.tudublin.ie/study/life-at-tu-dublin/>

### **Student Charter**

The Student Charter [at this link](#) sets out the levels of service you can expect to receive from TU Dublin, as well as what TU Dublin expects of its students.

### **TU Dublin Students Union**

Once you register as TU Dublin student you automatically become a member of the TU Dublin Students Union (TUDublinSU). Find out about the TUDublin SU Team, the advice they can offer and events they organize at <https://www.tudublinsu.ie/>

## **Part 2 - Welcome and general introduction to the School and Programme**

### **Welcome by the Head of School**

Dear Student,

I would like to welcome you to the School of Hospitality Management and Tourism in TU Dublin City Centre Campus. We are delighted to have you here and our staff are dedicated to helping you to develop as an individual and as a professional. Our programmes are the ideal launching pad for your successful future careers in the hospitality, tourism, event and leisure industries.

Wishing you every success,

Dr. Dominic Dillane

### **Welcome by Chairperson of the Programme Committee**

Welcome to the BSc in Sports and Leisure Management. Sports and Leisure means many different things to us all, but the one thing we all have in common is our passion for the sports and leisure sectors. The Programme team and I are all here to assist you in realising your ambition as you begin preparation for a career in the sport and leisure industry.

Wishing you all every success,

Karen O'Sullivan,  
B.Sc. in Sports and Leisure Management Programme Tutor,  
School of Hospitality Management and Tourism,  
College of Arts and Tourism,  
TU Dublin City Campus,

## Introduction to TU Dublin City Centre Campus

### ***Academic Year 2022/23***

This is a challenging year as we continue to manage the Covid 19 virus under control in our society. Due to this, a number of changes in TU Dublin have been made for the benefit of your health and safety.

Teaching will take a blended approach with a mix of on-line asynchronous delivery and face to face lectures. Individual lecturers of your modules will inform you of their approach.

All activities delivered by the University are as directed by the government guidelines <https://www.gov.ie/en/campaigns/c36c85-covid-19-coronavirus/> These include social distancing, the availability of sanitizing units, mask wearing when mandatory and coughing and sneezing etiquette being observed at all times. Should you feel unwell, you should follow the appropriate set out at [https://www.tudublin.ie/media/intranet/covid19/documents/StudentGuidanceOnCampus\\_150920.pdf](https://www.tudublin.ie/media/intranet/covid19/documents/StudentGuidanceOnCampus_150920.pdf)

It is important for you to watch the Return to Campus Health and Safety Guidance Video on <https://www.tudublin.ie/explore/whats-happening/news/2020/presidents-welcome-students-back-to-campus.html>

Further information available at <https://www.tudublin.ie/covid19/>

TU Dublin (formerly Dublin Institute of Technology/DIT) has been an integral part of the Irish Higher Education system for more than a century. In that time, it has continued to adapt and expand its provision to reflect a changing society and the wider economic environment. TU Dublin is now one of Ireland's largest and most innovative university-level institutions. A Strategic Plan which focuses on People, Planet and Partnership has been developed to until 2030 and this can be viewed here <https://www.tudublin.ie/explore/about-the-university/strategicplan/>

TU Dublin has 28,500 registered students and over 2,000 members of staff. Nearly 20% of the student body comes from outside Ireland, creating a culturally diverse and stimulating teaching and research environment. A community of over 800

student and staff researchers are engaged in addressing 21<sup>st</sup>-century challenges, ensuring that TU Dublin plays a vital role in Ireland's transition to a smart society.

### ***Vision and Mission of TU Dublin***

Located in the heart of Ireland's capital city, TU Dublin provides an innovative, responsive, and caring learning environment for a diverse range and level of programmes to students of all ages and backgrounds.

In doing so, TU Dublin:

- combines the academic quality of a traditional university with career-focussed learning, discovery, and the application of knowledge
- emphasises excellence in learning, teaching, scholarship, research, and support for entrepreneurship,
- contributes to technological, economic, social, and cultural progress, and is engaged with and within our community.

Dublin is a lively European capital city with a vibrant cultural life and a large, young, student population. TU Dublin is currently relocating all its activities to a new education and research campus in the heart of the city at Grangegorman over the next few years. The new campus will be a unique international innovation hub for the Dublin region, with education, research and health facilities co-located with industry, business incubation and community enterprise.

TU Dublin is Ireland newest University which came into existence on January 1<sup>st</sup> 2019 and as a third level institution brings together DIT (Dublin Institute of Technology), ITB (Institute of Technology Blanchardstown and ITT (Institute of Technology Tallaght. Dublin Institute of Technology became an independent body in January 1993, with independent powers and independent budgets and was the largest third level institution in the State. The mission of TU Dublin is to provide an innovative, responsive, and caring learning environment for a diverse range and level of programmes to students of all ages and backgrounds.

### **School of Hospitality Management and Tourism Information**

The School of Hospitality Management and Tourism has been synonymous with the hospitality and catering industry in Ireland since 1941. In Ireland, the School of Hospitality Management and Tourism is the leading centre of learning and teaching in hospitality, tourism, event and sports & leisure management and has been designated as a World Tourism Organisation (WTO) Centre for Tourism Education and Research.

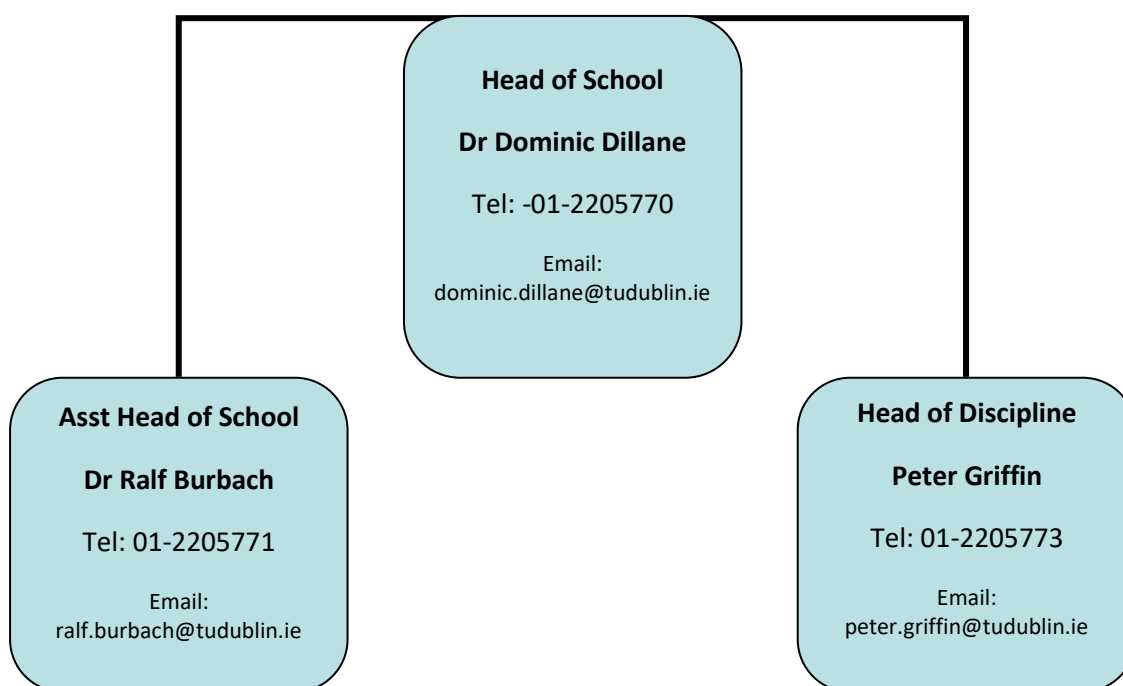
## TU Dublin City Campus – Student Handbook

The School offers programmes ranging from Short Courses (Professional Development Modules) to evening/part-time programmes, full and part-time undergraduate and postgraduate programmes and Masters and PhD by research programmes.

The School actively participates with the wider tourism and hospitality industry through applied and academic research, conducted by our staff, and students. Six research pillars have been established within the school. We are proud of our links with industry and our wider graduate network, which provides a great benefit to our students, in the classroom and beyond.

### **Organisation of the School**

The School is organised as follows:



### **Contacting the School of Hospitality Management and Tourism**

- City Campus Central Quad [tourism.hospitality@tudublin.ie](mailto:tourism.hospitality@tudublin.ie)
- Mary Dineen, School Secretary [mary.dineen@tudublin.ie](mailto:mary.dineen@tudublin.ie)
- Noelle O Carroll [Noelle.OCarroll@tudublin.ie](mailto:Noelle.OCarroll@tudublin.ie)
- [Placement Officer placement.cbs@TUDublin.ie](mailto:placement.cbs@TUDublin.ie)

A list of all staff in the School of Hospitality Management and Tourism is provided on the TU Dublin website <https://bit.ly/3zNqsBK>

### Communication with Students

The main media for communication with students will be the student’s TU Dublin email account which can be accessed from here

<https://www.tudublin.ie/study/undergraduate/courses/sports-and-leisure-management-tu955/>

## Programme Information and Programme Management

### *Title of Programme and Award Sought*

On successful completion of the programme the student will be awarded a:

### **Bachelor of Science (Sports and Leisure Management)**

This is an Honours Degree programme at Level 8 on the Irish National Framework of Qualifications NFQ (QQI) and Level 6 on the European Qualifications Framework (EQF).

The award may be made with the classifications as follows:

<b>Average Mark Band</b>	<b>Nature of Achievement</b>	<b>Classification</b>
Equal or greater than 70%	Excellent Performance	First Class Honours 1.1
60% - 69%	Very Good Performance	Second Class Honours, Upper Division 2.1
50% - 59%	Good Performance	Second Class Honours, Lower Division 2.2
40% - 49%	Satisfactory Performance	Pass

### ***Assessment for Final Award***

The final award classification will be calculated on a credit-weighted basis of the results of all modules in, the final two taught semesters.

### ***Nature, Duration and General Structure of Programme***

The B.Sc. in Sports and Leisure Management is a four-year degree Programme which is offered over eight semesters on a full-time basis. It is designed to provide an effective, educative, training curriculum for students through the provision of appropriate skills, to operate as professionals in the leisure sector both nationally and internationally. Placement takes place in Semester 2 of Year 3.

### ***Programme Duration***

<b>Year of Programme</b>	<b>Semester 1 Sept. – Dec</b>	<b>Semester 2 Jan. – May</b>
Year 1 2022/23	College 13 weeks**	College 15 weeks
Year 2	College 15 weeks	15 weeks
Year 3	College 15 weeks	6 months Professional Work Placement
Year 4	College 15 weeks	College 15 weeks

\*\*10 weeks of scheduled lectures, and a review week with an additional two weeks to cover programme/module assessments.

The academic calendar which regulates the beginning and end of the semester, the holiday periods, study weeks, as well as the exam periods is available on:

<https://www.tudublin.ie/explore/university-calendar/>

### ***Access, transfer, and progression arrangements***

Access to Year 1 of the B. Sc. in Sports and Leisure Management is by application to the Central Applications Office (CAO). Access to the first year of these programmes from Mature and non-standard applicants are considered by the school. Such applicants may be interviewed, and results advised to CAO.

QQI FETAC students may access programmes as detailed on TU Dublin Admissions web page. The school has adopted a policy on the Recognition of Prior Learning (RPL) which is explained in more detail below.

Applications are also welcomed from students who wish to enter the programme at Year 2 or later using TU Dublin's Advanced Entry system facilitated by CAO.

### ***Programme Structure – BSc. in Sports and Leisure Management***

The curriculum provides core modules in management and leisure throughout the programme, two streams (one active leisure/one management leisure in Year 2, and four options over years 2/3. Due to the restrictions relating to Covid 19 and guidance provided by the government, a number of modifications may be undertaken in relation to delivery in 2022/2023.

### ***Programme Management***

The **Programme Chair** is the academic leader for a programme and has a fundamental role to drive the programme, ensure the overall coherence of its delivery and uphold the reputation of the programme.

The **Year Tutor** is a particular year of the programme. The duties which may be assigned to the Year Tutor relate to pastoral care and student support. The Year Tutor is normally the first point of contact for students who require advice or assistance.



## TU Dublin City Campus – Student Handbook

Each programme team (see table below) consists of the programme tutor, a year tutor, the programme board (all lecturers lecturing on a particular programme) and a student representative for each year of the programme. The programme board meets once per semester. There are regular meetings between class reps and management.

Email should you wish to contact the tutors.

Year Tutors		Student Representative (elected by the class)
Year 1	Karen O'Sullivan <a href="mailto:karen.osullivan@TUDublin.ie">karen.osullivan@TUDublin.ie</a>	01-2205795
Year 2	Mary Dillon <a href="mailto:mary.dillon@tudublin.ie">mary.dillon@tudublin.ie</a>	01-2205806
Year 3	Vincent O'Flaherty <a href="mailto:Vincent.oflaherty@tudublin.ie">Vincent.oflaherty@tudublin.ie</a>	01-2207645
Year 4	Dr. Catherine Gorman <a href="mailto:catherine.gorman@tudublin.ie">catherine.gorman@tudublin.ie</a>	01-2205789
Programme Tutor	Karen O'Sullivan <a href="mailto:karen.osullivan@tudublin.ie">karen.osullivan@tudublin.ie</a>	01-2205795
Head of Discipline	Peter Griffin <a href="mailto:Peter.griffin@tudublin.ie">Peter.griffin@tudublin.ie</a>	01-2205773

### ***Student Representatives***

At the start of the academic year every class on this programme will be asked to nominate a spokesperson, the Class Representative. This may be difficult this year, though we still encourage you to elect a representative who can liaise with the tutor regularly. The student representative of each year of the programme will be invited to the programme board meetings to present any issues that may be arising from the manner in which the programme is managed. These meetings are organised by the programme tutor. Please download and complete a nomination form from <https://www.tudublinsu.ie/> to register a Class Representative with the student's union, which holds regular class representative meetings. The Class Representative may also liaise on matters of interest with the lecturers or tutors associated with the programme.

### ***Timetables and Academic Calendar***

You can access the timetabling system and locate your timetable by logging on at <https://www.tudublin.ie/for-students/timetables/> using your TU Dublin student number.

A guide to using the timetabling system is available at <https://www.tudublin.ie/media/website/for-students/timetables/documents/city-campus-how-to-access-your-timetable.pdf>

TU Dublin City Campus Academic Calendar for 2022/2023 is available at <https://www.tudublin.ie/explore/university-calendar/>

### ***Virtual Learning Environment – Brightspace***

Lecturers utilise a virtual learning environment, called Brightspace to make class notes, presentations, and assignments available to students. You need to self-enrol on to Brightspace. A guide is provided on how you do this at -

<https://www.tudublin.ie/explore/about-the-university/academic-affairs/teaching/vle/brightspace/>

TU Dublin also utilises a web-based system, to test student assignments for plagiarism.

There is considerable support at <https://www.tudublin.ie/explore/about-the-university/academic-affairs/teaching/vle/brightspace/studentlogin/>

There are a number of bite-sized Brightspace videos that will help you engage on-line.

Information is also available at <https://www.tudublin.ie/for-students/starting-at-tu-dublin/starting-your-studies/>

### ***Assessment and Feedback***

Assessments may either be group assessments or individual assessments and will align with module learning outcomes. Lecturers will provide an assessment specification document for each assessment indicating the assessment criteria to be followed. Any group assessments in final years and exit award years will contain an individually assessed component. In these cases, the assessment specification document will clearly indicate the percentage of marks to be allocated for individual work and any peer moderated components.

Students should be referred to individual module descriptors where the learning outcomes and assessment requirements are detailed. Further details, including specific assessment criteria where appropriate, will be provided when individual assessments are presented to the class.

Individual lecturers will provide assessment breakdowns and briefs direct to the students as appropriate to the modules.

In the School of Hospitality Management and Tourism we are committed to providing timely feedback on student assessment. Specific detail on student assessment and feedback are provided by individual lecturers. Students receive on-going and continuous feedback in relation to their performance and examinations throughout each module. This feedback may be disseminated in hard copy and/or electronic form. All semester and final results are communicated via the Examinations section of the Student Services system which can be accessed externally or internally by registered students.

### ***Exemption from Modules***

TU Dublin acknowledges, and gives value to, learning achieved prior to registering for a TU Dublin programme or prior to seeking a TU Dublin award. This process is called Recognition of Prior Learning (RPL). More information on RPL may be obtained here <https://www.tudublin.ie/study/part-time/how-to-apply/recognition-of-prior-learning/>. As part of the RPL or Accreditation of Prior Certificated Learning (APCL) process students may apply for an exemption from certain elements or modules of the programme. The School operates an extremely strict deadline for the application for exemptions and exemption application forms can be obtained from the School Office. Completed application forms including all supporting documentation must be received within two weeks from the start of the semester. Students must continue to attend modules, which they applied to be exempted from until they receive official confirmation of their exemption (by post or email) from the School Office.

### ***Student Feedback Processes***

As part of the TU Dublin Quality procedures a number of reports concerned with monitoring and suggesting areas for improvement for programmes are generated which incorporate the student survey questionnaires (Q6 forms) which are distributed via the TU Dublin VLE Brightspace at the conclusion of each module. The programme team value the importance of student feedback towards achieving continuous improvement of modules and programme. Formal processes (Q6 forms, ISSE survey and Programme Committee) and informal (ongoing communication with lecturers).

### ***Progression from Year to Year***

Students' progress from each year to the next year of the of the programme on the successful completion of all the modules.

### ***External Examiners***

External Examiners are appointed by Academic Council to ensure that the results achieved by the student are appropriate, judged by their assessment

performance. External Examiners shall have regard to the need for equity in assessment, the level of award, the objectives and nature of the programme, and the appropriate national and international standards which prevail in the discipline. Their duties include approving assessment methods, assessment criteria, draft examination papers and marking schemes, as appropriate. They consider marked examination scripts and other assessment materials, attend Module/Progression and Awards Board meetings, and ensure that the results achieved by candidates are appropriate. At least one external examiner is appointed.

### **Part 3 - Programme information (available at the Programme & Module Catalogue)**

#### **Programme Aims and Objectives**

The aim of the B.Sc. in Sports and Leisure Management is *'based within a student-engaged environment, to develop the individual student academically and professionally for a career in the Leisure and associated sectors, through the provision of an inclusive, experiential Sports and Leisure Management programme of education to honours undergraduate level'*

The term leisure refers to *"a broad range of cultural and recreational activities and experiences by which people through engagement in a variety of formal or informal modes of participation seek to enhance the quality of their lives"* (Quality Assurance Agency for Higher Education 2008, p11). This interpretation of leisure reflects activities and experiences in a broad range of leisure sectors. These sectors include health and fitness, recreation, cinemas, museums, galleries, theatres, amusement/theme parks, entertainment, events, attractions, sport arenas, music venues, spas, health farms, public gardens, playing fields and playgrounds.

The programme provides students with a student-centred approach to learning, engaging them through innovative teaching and learning practises using a variety of methods with the view to building ownership of their own education path throughout their life course.

## Programme Learning Outcomes and Graduate Attributes

### **Knowledge:**

On completion of the B.Sc. in Sports and Leisure Management, the graduate should be able to demonstrate the following:

A detailed and specialised theoretical and practical knowledge of Sports and Leisure Management and a thorough understanding of the role, constituents and operation of the leisure industry

A critical knowledge of the strategic, contemporary and future issues within the leisure sector

An understanding of the broad field of Sports and Leisure Management theory as a basis on which to develop conceptual and creative skills, and methods appropriate to products, services, operation and processes within the leisure sector

A lived-in experience of the practical issues and challenges of working within the industry provided through the experience of a specialised work-based placement

### **Know-how and Skills:**

On completion of the B.Sc. in Sports and Leisure Management, the graduate should be able to:

Demonstrate a range of specialised technical skills in aquatics, occupational first aid, manual handling, exercise and health, nutrition, leadership and personal fitness training and community-based practise.

Apply management, information technology, accounting, marketing, communication, legal and language/intercultural skills to a leisure business environment.

Exercise appropriate judgment and take responsibility in the development and management of leisure organisations.

Undertake an objective and engaged research project/dissertation focused on leisure and contribute to further research in the leisure sector.

### **Competence:**

On successful completion the graduate will be able to:

Conduct objective and ethical independent research of leisure issues, engaging with meaningful and societal issues providing solutions

## TU Dublin City Campus – Student Handbook

Develop evaluative and analytical skills relating to conceptual and applied consideration of the leisure sector

Develop resilience, self-efficacy, and self-confidence by engaging with real-world scenarios both within and outside the classroom

Demonstrate a wide range of graduate competencies that have been identified as critical by the industry and the TU Dublin/School

Manage and take responsibility for their professional and academic work, and learn independently

Work effectively as part of a team, as a team member and as a team leader, contributing to, and learning from others within a group

Think in a strategic, critical and objective manner providing innovative solutions to challenges in the leisure industry and beyond.

Apply diagnostic, problem solving, leadership and creative skills learnt in a wide variety of leisure contexts.

Express and communicate an internalised ethically based worldview cognisant of others, particularly those who are marginalised in society in the areas of leisure, health, exercise, and management

The following graduate attributes are developed during the programme more information can be found at.

<https://www.tudublin.ie/explore/about-the-university/academic-affairs/teaching/ita-supports/graduate-attributes/>

### **Programme Structure - BSc. in Sports and Leisure Management**

The curriculum provides core modules in management and leisure throughout the programme, two streams (one active leisure/one management leisure in Year 2, and four options over years 2/3.

Due to the restrictions relating to Covid 19 and guidance provided by the government, a number of modifications may be undertaken in relation to delivery in 2022/2023.

#### ***Programme Structure, Modules and Contact Hours***

Please see Below in Part 4

### Optional Modules

A list of optional modules (where appropriate) will be made available at the induction session. Options shall be chosen from a list determined by the School. The offering of a module(s) in a particular semester will be determined by the Head of School or their nominee. With prior agreement of Head of School or nominee, students may be permitted to take as an option, a module not on the official options list. A student cannot take as an option, a module which they have previously undertaken as part of their studies. Availability of these optional modules is dependent on timetabling and resources, therefore option offer will differ from year to year . A number of these will be delivered in 2022/2023.

	<b>Option Theme: Community</b>		<b>Option Theme: Tourism</b>
TFLM3020	Gaelic for Girls	TFTR3011	Sport Tourism
NC	Working in Sport with Special Populations	TFTR6005	Leisure Tourism
NC	Community Sport Development 1	NC	Business Tourism
NC	Community Sport Development 2	TFTR3004	Events Tourism
NC	Community Based Sports coaching		
MANG2103	Sports Facility Operations and Management		
NC	LEAD		
	<b>Option Theme: Management</b>		<b>Option Theme: Leisure and Wellbeing</b>
TOUR3007	Sports Administration Management	TOUR3008	Managing Wellness in Leisure
TFMK2001	Services Marketing and Customer Care	NC	Strength and Conditioning
TFMK3006	Marketing Communications	Other DIT	Sport Nutrition
TFMG3012	Event Leisure/Tourism Enterprise Development	TOUR3007	Sports Administration Management
NC	Sociology in Sport and Leisure	TFLM3009	Children in Sport
NC	Introduction to Sports Research	NC	Skill Acquisition for Sport performance
NC	Psychology in Sport and Leisure	NC	Athletic Performance and Testing

The contact hours in Year 1 Semester 1 and Year 2 Semester 1 will be dependent on the choice of modules that students undertake

This is a full-time course and attendance at all scheduled classes is mandatory. Participation in Year 1 attracts 10% of module grades and is monitored closely.

### ***Placement***

A separate document (Placement Handbook) outlines the relevant details and deadlines concerning your placement.

### ***Award Sought***

On successful completion of the programme the student will be awarded a:

### ***Assessment for Final Award***

The final award classification will be calculated on a credit-weighted basis of the results of all modules in, the final two taught semesters.

### ***General Assessment Regulations (GAR)***

The General Assessment Regulations for taught programmes leading to undergraduate and postgraduate awards are available at <https://www.tudublin.ie/explore/about-the-university/academic-affairs/quality-framework/city-centre-quality-assurance/student-assessment-regulations/general-assessment-regulations/>

Personal circumstances and professional opinion forms can be also found at this link

These refer to awards and award classification, progression from one stage of a programme to the next, reassessment, examination procedures and breaches of assessment regulations. You will also find information on:

- bringing Personal Circumstances to the attention of the Examination Board
- seeking a recheck of examination results
- seeking a remark of examination results
- appealing the decision of the Examination Board

### ***Participation in Your TU Dublin Programme in the School of Hospitality Management & Tourism***

We know that one thing that First Year students can do that will greatly increase their chance of graduating successfully is to participate in their programme from the start of First Year. This means attending classes, tutorials and practicals and using the TU Dublin Virtual Learning Environment (VLE) which is called Brightspace. To help with this the School of Hospitality Management & Tourism is putting in place two measures for all First-Year students

1. access to a student dashboard which will provide information on your class attendance and usage of the VLE.
2. 10% of each first-year module's grade will be based on participation in that module

In order to record your attendance at classes, tutorials etc., please 'swipe in' using your student card at the door readers which should be located outside each room you will be using for teaching. **We require you to 'swipe' in to record your attendance at every class you go to. If you don't do so the participation grade may reflect this.**



The student dashboard is available at <https://app.powerbi.com/home> under the section called 'Shared with me' and we hope that you will find it useful. You will need to sign in with the TU Dublin log on details you have been provided with. By confirming your attendance at classes, you will be able to see your attendance patterns and check that you are giving yourself the best possible opportunity to be successful.

Data on your engagement (i.e., attendance and usage of the VLE) will also be available to designated staff in your school – it will be used to

1. enable staff to reach out to students who may be having difficulties.
2. calculate the grade you will receive for participation in your modules

The data will not be used in any way to assess your academic performance and all data gathered will be used in strict compliance with all relevant data protection rules.

Notes:

1. The student dashboard has been developed with the support of the HEA (Higher Education Authority) under 2 projects: Transform EDU and Enhancing Student Retention.
2. The dashboard and app have been developed to ensure compliance with all relevant data protection law and rules. For your information, please find a link to the TU Dublin Data Protection Notice for Students.

## Quality Assurance and Programme Management

### ***Quality Assurance and General Assessment Regulations***

The Quality Assurance and Enhancement Procedures are outlined in TU Dublin Handbook for Academic Quality Enhancement 2012 (revised 2014), which is available to download from the TU Dublin website.

<https://www.tudublin.ie/explore/about-the-university/academic-affairs/quality-framework/city-centre-quality-assurance/> .

This document explains in detail the process of monitoring and enhancing the quality of TU Dublin programmes. For instance, it lays out the role of internal and external examiners in quality enhancement. TU Dublin relies on the feedback from students, programme tutors, internal examiners, and external examiners in its annual monitoring of programmes and modules.

An annual monitoring report in relation to the functioning of the programme in the past academic year is prepared by the Programme Committee and submitted through the Head of School (or nominee) to the College Board. This is a two-part

process: the first part at the end of the academic year (June) deals with the proposal of major or minor modifications to the programme and their approval, while the final report is submitted and considered in the autumn term (November) of the succeeding academic year.

## **Part 4 - Module Descriptors (available via the Programme & Module Catalogue)**

### ***Module Catalogue***

A list of all programmes and module descriptors (including a list of essential and recommended readings and assessment weighting) is presently being updated.

### ***Module Descriptors***

Module descriptors (including a list of essential and recommended readings and assessment weighting) will be provided by the individual lecturers, pending the release of the University wide Akari Programme and Module Descriptor System.

Appendix

Year/Module	Module Code	Total Weekly Contact Hours*	Total Contact Hours per Semester	Total Self Study per Semester	Total Hours	ECTS Credits
<b>Year 1</b>						
Leisure Studies	TFLM1008	3	36	64	100	5
Digital 1 - Fundamentals	TFIT1002	2	24	76	100	5
Professional Business Communication 1	TFCM1005	3	36	64	100	5
Intercultural Awareness in HTLE or Language	CULT1004	2	24	76	100	5
Accounting for Tourism and Leisure	TFAC1008	3	36	64	100	5
Safety Prog for Leisure Management	TFLM1007	3	36	64	100	5
Professional Business Communication 2	TFCM1006	3	36	64	100	5
Marketing for Tourism, Hospitality, Leisure and Event	TFMK1001	3	36	64	100	5
Operations OR Aquatic Studies	TOUR1004		0	100	100	5
	TFLM2006	4	48	52		

Appendix

Intercultural Competence in HTLE or Language	CULT1005	2	24	76	100	5
Leadership in Health Activity and Nutrition	TFLM1006	3.5	42	58	100	5
Management 1 for HTLE	TFMG1003	3	36	64	100	5
Total (for Year)			390	810	1200	60
<b>Year 2</b>						
Economics for HTLE	TFEC1001	3	36	64	100	5
Stream A Leisure Operations OR Stream B Exercise Health Studies and Personal Training 1	TFLM2009	3	36	64	100	5
	TFLM2012	4	48	52		
Leisure and Sports Policy and Planning	TFLM3015	2	24	76	100	5
Talent Management	MANG3302	3	24	64	100	5
Management 2	TFMG2001	3	36	64	100	5
Option 1	Option	3	36	64	100	5
Management Accounting- Cost and Decision -making	TFAC2003	3	36	64	100	5

Appendix

Leisure Facility Safety	TFLM3014	2	24	76	100	5
Stream A Leisure Mgmt Beh Comp OR Stream B Exercise Health Studies and Personal Training 2	TFLM2010	3	36	64	100	5
	TFLM2013	4	48	52		
Leisure Law	TFLM3017	2	24	76	100	5
Digital 2- Literacy	TFIT2001	3	36	64	100	5
Option 2	Option	2	24	76	100	5
Total (for Year)			484	816	1200	60
<b>Year 3</b>						
Sustainable Sports and Leisure Facilities Management	TFLM3016	2	24	76	100	5
Strat Mgmt- An applied approach	TFMG3011	2	24	76	100	5
Data Analysis	TFIT1003	3	36	64	100	5
Management Accounting- Planning and Control	TFAC3004	3	36	64	100	5
Option 3	Option	3	36	64	100	5
					100	5

Appendix

Option 4	Option	2	24	76	100	5
Professional Work Placement and Career Management	TFPL3001					30
Total (for Semester 1)		14	168	432	600	60
<b>Year 4</b>						
Research Methods	TFRM3001	2	24	76	100	5
Marketing Strategy for Tourism Hospitality and Leisure	TFMK4004	2	24	76	100	5
Leadership	TOUR4000	2	24	76	100	5
Entrepreneurship	TFMG4009	2	24	76	100	5
Digital 3 – Channel Competencies	ITEC3002	2	24	76	100	5
Applied Negotiation and Conflict Resolution	TFCM3001	2	24	76	100	5
Contemporary and Future Issues in Leisure	TFLM3018	2	24	76	100	5
Strategic Management: Case Study Approach	MGMT4405	2	24	76	100	5
The Workplace of Tomorrow	TOUR4001	2	24	76	100	5
Undergraduate Dissertation	TFDS4001			300	300	15

Appendix

Total (for Year)			216	984	1200	60
<b>Total for Programme (average depending on option/stream chosen)</b>			<b>1158</b>	<b>3042</b>	<b>4200</b>	<b>240</b>