

**The Institute of Commercial Management**  
The Fusee, 20A Bargates, Christchurch, Dorset, BH23 1QL, England

## **COURSE OUTLINE**



**MANAGEMENT STUDIES (2004)**

**GRADUATE DIPLOMA**

**18 October 2006**

## Management Studies

Increasing competition between national and international companies calls for a greater degree of ability and professionalism on the part of all managers.

This advanced level management programme is regularly selected by employers seeking a suitable programme of study for their middle and line managers.

The structure of the programme ensures that participants are able to develop both academic knowledge and practical management skills. The qualification also gives entry to a range of other post graduate programmes.

## Course Structure

- Part 1**
- 1 Customer Service
  - 2 Human Resources Management
  - 3 Marketing Management
  - 4 Strategic Management
- (An Advanced Diploma in Business Studies is awarded on completion of all Part 1 subjects)**

- Part 2**
- 1 Corporate Policy \*
  - 2 Financial Management
  - 3 Leadership Studies
  - 4 The International Business Environment
- \* Corporate Policy is examined by means of a Research Project and a Report
- (A Graduate Diploma in Management Studies is awarded on completion of all Part 1 & Part 2 subjects)**

## Programme Objectives

This programme is designed to provide senior supervisors, managers and advanced level business students with a post-graduate/post experience level management qualification for career development purposes.

It is also suitable for holders of degrees in non-business and management disciplines who require a high-level management qualification.

## Recommended Course Duration

One academic year of full-time study or 18 months of part-time study at an ICM Approved Centre.

## Examination Grades

Grade A - Distinction	70% and above
Grade B - Credit	60% to 69%
Grade C - Pass	50% to 59%
Grade D - Marginal Pass	40% to 49%
Grade F - Fail	39% and under

## Status of Qualification

Professional Vocational Diploma. Post Graduate/Post Experience.

## Examinations

Externally set and marked by the Institute. Examinations are held in **March, June, September** and **December** each year. Candidates must be registered and paid-up Student Members of the Institute at the time they undertake the examinations.

<b>Examination Closing Dates</b>	Candidates entering for examinations must ensure that their completed Examination Entry forms and fees reach the Institute at least eight weeks before the date of the examinations. Examination timetables indicate the closing date for receipt of entries for each sitting.
<b>Examination Results</b>	These are normally distributed twelve weeks after each examination diet.
<b>Subject Exemptions</b>	Students holding relevant recognised qualifications from other professional bodies, or Hotel & Catering colleges, may apply for exemptions on a subject-for-subject basis.
<b>Entry Requirements</b>	<p>Applicants should note that the following entrance qualifications are recommended for those wishing to undertake this programme:</p> <ol style="list-style-type: none"><li>1 The ICM Diploma in Business Studies at Grades A, B or C (or an equivalent level qualification)</li><li>2 A first degree</li><li>3 A Higher National Diploma in Business Studies.</li></ol> <p>Applicants over the age of 21 who do not hold one of the required entrance qualifications may register for the programme providing they have been in full-time employment for a minimum of three years and hold a senior supervisory or managerial position.</p> <p><i>Caution:</i> Those applicants who do not hold the required Entry Requirements are advised that a prior knowledge of Accounting, Marketing and Behavioural Studies is assumed.</p>
<b>Certification</b>	On successful completion of the examinations students are awarded the <b>ICM Graduate Diploma in Management Studies</b> and may use the designatory letters Grad.DMS after their name. The qualification also entitles them to apply for full Membership of the Institute.
<b>Continuing Education</b>	The Graduate Diploma in Management Studies may be offered as an entrance qualification for relevant degree studies and for entry to a wide range of MBA's (subject to examination grades, age and work experience). A number of the subjects are also accepted for subject exemption and credit purposes by other examining bodies and universities.
<b>Study Methods</b>	<p>Your Teaching Centre has been provided with a detailed syllabus and reading list for each subject area. Each subject syllabus clearly defines the areas that you will be required to cover for each subject and your examination questions will be based on the areas and topics detailed for each subject. It is important to ensure that you obtain a copy of each subject syllabus from your Teaching Centre.</p> <p>Each subject syllabus is linked to one main textbook and the examiners base their questions on the contents of the nominated text.</p> <p>The subject syllabuses also give details of 'Alternative Texts' and texts recommended for further reading. Where possible you should read one or more of the 'Alternative Texts' in order to broaden your knowledge of the subject area.</p>