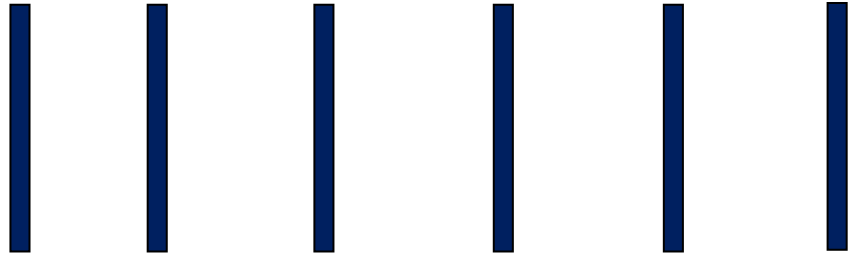




LEVEL 5 DIPLOMA IN LOGISTICS AND SUPPLY CHAIN MANAGEMENT

Online Course | Tutor is available to students | Qualification listed on OfQual website



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UK Provider Reference Number (UKPRN) :
10063255

Duration: 6 Months / 9 Months

Fees: GBP £1250 / GBP £950

Credits	Awarding body	Delivery mode
120	OTHM,UK	Online



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ENTRY REQUIREMENTS

For entry onto the Level 5 Diploma in Logistics and Supply Chain Management qualification, learners must possess:

- Relevant NQF/QCF/RQF Level 4 diploma or equivalent recognised qualification
- Learner must be 18 years or older at the beginning of the course
- Mature learners (over 21) with management experience (learners must check with the delivery centre regarding this experience prior to registering for the programme)
- **English requirements:** If a learner is not from a majority English-speaking country must provide evidence of English language competency. For more information visit [English Language Expectations](#) page.

PROGRESSION

Achieving the OTHM Level 5 Diploma in Logistics and Supply Chain Management qualification enables learners to progress into or within employment and/or continue their further study. As this qualification is approved and regulated by Ofqual (Office of the Qualifications and Examinations Regulation), learners are eligible to gain direct entry into Final year of a three-year UK Bachelor's degree. For more information visit [University Progressions](#) page.

UNIT SPECIFICATIONS

Business Communication

Unit Reference Number	A/617/6039
Unit Title	Business Communication
Unit Level	5
Number of Credits	20
Total Qualification Time (TQT)	200 hours
Guided Learning Hours (GLH)	80
Mandatory / Optional	Mandatory
Unit Grading Structure	Pass / Fail

Unit Aims

The aim of this unit is to enable students to enhance their skills in written as well as oral communication in relation to business requirements. This unit will help students in understanding the principles and techniques of business communication in logistics and supply chain management.

Learning Outcomes and Assessment Criteria

Learning Outcomes- The learner will:	Assessment Criteria- The learner can:
1. Understand the fundamentals of communication in business.	1.1 Explain the meaning and significance of communication in business. 1.2 Describe the process of communication. 1.3 Analyse principles of effective business communication.
2. Understand business communication in a multicultural world.	2.1 Explain the idea of a global world in relation to business communication. 2.2 Analyse the impact of globalisation on organisational and multicultural communication. 2.3 Analyse the cross-cultural dimensions of business communication.
3. Understand ethical and legal issues in business communication.	3.1 Explain the legal issues encountered in business communication. 3.2 Analyse the ethical issues involved in business communication.
4. Understand departmental communication in a business context.	4.1 Explain the types of departmental communication used in business. 4.2 Analyse the principles of effective departmental communications in business. 4.3 Explain the barriers to effective departmental communication in business.

Indicative Content

Learning Outcome 1:

Business Communication—Definition and Meaning Process - The sender, the receiver, the message, the medium, feedback, noise, context; Types- informal, formal; verbal, nonverbal, written communication.

Ten essentials for effective business communication (Ten Commandments of the American Management Association), The general principles for effective business communication- Clarity, Adequacy, Attention, Timing, Integrity.

Learning Outcome 2:

Multilanguage, Intercultural factor, wider market, Communication beyond time zone.

Impact of emerging economies, e.g. Brazil, Russia, China, India (BRIC's), Mexico. Indonesia, South Korea, Turkey (MIST); impact of the economic union and trading blocks, e.g. EU, ASEAN, etc; Impact of domestic and global economic shocks: global financial crises, boom and bust economies, impact of recessions on individual firms. Significance, Effects, Misconceptions, Considerations.

Learning Outcome 3:

Computer Misuse and Cyber Crimes Act 2018, General Data Protection Regulation 2018 (GDPR), The Freedom of Information Act 2000, The Copyright, Designs and Patents Act 1988, the Data Protection Act 2018.

Accuracy of information, withholding crucial information, conveying a point without offending the audience.

Learning Outcome 4:

Inter departmental communication: email, memo, letter, discussion over the telephone or internet/intranet.

Physical barriers, cultural diversity, language barriers, limited or no feedback, emotional distractions.

Five Principles of Confident Communication; Three Essential Elements to Effective Communication- Empathy, Confidence and Action.

Assessment

To achieve a 'pass' for this unit, learners must provide evidence to demonstrate that they have fulfilled all the learning outcomes and meet the standards specified by all assessment criteria.

Learning Outcomes to be met	Assessment criteria to be covered	Type of assessment	Word count (approx. length of coursework)
1 – 4	All under LO 1-4	Coursework	3500

Indicative reading list

Lesikar, (13th edition, 2014). *Business Communication: Making Connections in a Digital World*. McGraw Hill Education.

Chaney and Martin, (6th edition, 2014). *Intercultural Business communication*. Pearson Education.

Purchasing, Supplier Management and Negotiation

Unit Reference Number	M/617/6040
Unit Title	Purchasing, Supplier Management and Negotiation
Unit Level	5
Number of Credits	20
Total Qualification Time (TQT)	200 hours
Guided Learning Hours (GLH)	80
Mandatory / Optional	Mandatory
Unit Grading Structure	Pass / Fail

Unit Aims

The aim of this unit is to introduce students to the processes of purchasing and selection, looking at appraisal, negotiation with, and management of suppliers.

Learning Outcomes and Assessment Criteria

Learning Outcomes- The learner will:	Assessment Criteria- The learner can:
1. Understand business purchasing and negotiation in business.	1.1 Examine the stages of purchasing functions within a business. 1.2 Analyse the fundamental concepts of purchasing management in business. 1.3 Evaluate the impact of purchasing on business operations. 1.4 Explain the role of negotiation in business.
2. Understand the role of purchasing in business.	2.1 Explain the role of the purchasing function in different sectors in business. 2.2 Analyse purchasing processes utilised by different sectors in business. 2.3 Evaluate the impact of the purchasing function on different sectors in business.
3. Understand the supplier management process in business.	3.1 Explain supplier selection methods in business management. 3.2 Assess the criteria used for supplier selection in business management. 3.3 Evaluate the impact of supplier selection methods on business operations.
4. Understand the role of negotiation with suppliers in business management.	4.1 Explain the negotiation process in supplier management in business. 4.2 Analyse negotiation approaches used in business. 4.3 Evaluate the impact of the negotiation process on supplier management in business operations.

Indicative Content

Learning Outcome 1:

Stages of purchasing functions-
Step 1: Need Recognition

- Step 2: Specific Need
- Step 3: Source/Examine Supplier Options
- Step 4: Price and Terms
- Step 5: Purchase Order
- Step 6: Delivery
- Step 7: Expediting
- Step 8: Receipt and Inspection
- Step 9: Invoice Approval and Payment
- Step 10: Record Keeping

Fundamental concepts of purchasing

1. Right Quality
2. Right Quantity
3. Right Time
4. Right Source
5. Right Price
6. Right Place

Building Relationships, Process Integration, Inventory Control, Product Development.

Learning Outcome 2:

Supply sourcing, bidding, supplier management, cost control, legal controls. Differences in funding, regulations and legislation, opposing interests and motivations, the effect of public sector stakeholders. Impact: Savings potential, Quoted savings, Recommended savings, Contracted savings, Realised savings.

Learning Outcome 3:

Approach: Cost ratio (Timmerman, 1986), Total Cost of Ownership (TCO) (Ellram, 1990), Principal Component Analysis (PCA), Artificial Neural Network (ANN), Multiple Attribute Utility Theory (MAUT), Analytic Hierarchy Process (AHP).

Eight common supplier selection criteria:

- Cost.
- Quality & Safety.
- Delivery.
- Service.
- Social Responsibility.
- Convenience/Simplicity.
- Risk.
- Agility.

The product quality and product performance dimensions of supplier selection criteria

Learning Outcome 4:

Five steps of the negotiation process:

1. Preparation and planning
2. Definition of ground rules
3. Clarification and justification
4. Bargaining and problem solving
5. Closure and implementation

Negotiating Styles of Thomas and Kilmann.

1. Competing (I win – You lose)
2. Accommodating (I Lose – You Win)
3. Compromising (I Lose / Win Some – You Lose/ Win Some)
4. Collaborating (I Win – You Win)
5. Avoiding (I Lose – You Lose)

Cost saving, procurement goals, supplier target achievement.

Assessment

To achieve a 'pass' for this unit, learners must provide evidence to demonstrate that they have fulfilled all the learning outcomes and meet the standards specified by all assessment criteria.

Learning Outcomes to be met	Assessment criteria to be covered	Type of assessment	Word count (approx. length of coursework)
1 – 4	All under LO 1-4	Coursework	3500

Indicative reading list

Lysons and Farrington (9th edition, 2016). *Purchasing and supply chain management*, Pearson Education.

Baily, Farmer, Crocker, Jessop and Jones, (11th Edition, 2015). *Procurement, Principles & Management*. Pearson Education.

Supply Chain Management

Unit Reference Number	T/617/6041
Unit Title	Supply Chain Management
Unit Level	5
Number of Credits	20
Total Qualification Time (TQT)	200 hours
Guided Learning Hours (GLH)	80
Mandatory / Optional	Mandatory
Unit Grading Structure	Pass / Fail

Unit Aims

The aim of this unit is to provide students with a broad, strategic view of supply chain management. The unit also explores some of the key techniques and approaches employed in the field of supply chain management and examines some of the new developments in the area.

Learning Outcomes and Assessment Criteria

Learning Outcomes- The learner will:	Assessment Criteria- The learner can:
1. Understand the impact of supply chain management on business outcomes.	1.1 Explain the material and information flow necessary in supply chain management. 1.2 Analyse the scope of supply chain management in business. 1.3 Evaluate the contribution of supply chain management to the achievement of competitive advantage in business.
2. Understand the supplier-buyer relationship in business.	2.1 Explain the supplier-buyer relationship in business. 2.2 Analyse the impact of business-to-business relationships on business operations. 2.3 Analyse the impact of business-to-consumer relationships on business operations.
3. Understand role of the distribution systems in business.	3.1 Explain role of distribution in supply chain management. 3.2 Analyse the distribution systems used in business. 3.3 Evaluate the contribution of distribution in supply chain management to business.
4. Understand the relationship between industry and supply chain management.	4.1 Explain how industry relates to supply chain management in business. 4.2 Analyse the effect of supply chain management on industry in business. 4.3 Evaluate the contribution of supply chain management to the industrial sector in business.

Indicative Content

Learning Outcome 1:

SCM flows:

- Product flow – the movement of goods from the supplier to the consumer along with returns and other service requirements.

- Information flow – transmitting orders and updating the status of delivery.
- Finances flow – includes payment schedules, credit terms, consignment, and also title ownership arrangements.
 - o Improvement in efficiency, Reduced costs, Improved agility and flexibility, Better customer service, Optimization of the value chain
 - o Inventory management, chain management, Just In Time, synergies between the supply chain and marketing functions

Learning Outcome 2:

Buyer-seller relationships, Suppliers, Business performance.

Transparency, profitability, value chain. Trust, brand value, brand identity. To explain the

Buyer-Supplier Relationship: supplier relationships, sources issues, business-to-business relationship, business-to-customer relationship in supply chain management in business.

The Distribution system: What are distribution systems, role of distribution systems in supply chain management, analysis of different types of distribution systems in supply chain management in business.

Learning Outcome 3:

Reliability, Responsiveness, Relationships. Direct selling; selling through intermediaries; dual distribution; and reverse channels. Greater level of flexibility than manufacturers, quick turnaround, extended payment terms, geographic proximity

Learning Outcome 4:

Reliability of Inputs, Distribution Costs, Company Infrastructure, Supplier and Customer Integration, USP, Competitive strategy, Organisational performance, BPO, "Just-in-time", lean manufacturing, and agile manufacturing practices, "Keiretsu", "Extended Enterprise", "Virtual Corporation", "Global Production Network", and "Next Generation Manufacturing System".

Assessment

To achieve a 'pass' for this unit, learners must provide evidence to demonstrate that they have fulfilled all the learning outcomes and meet the standards specified by all assessment criteria.

Learning Outcomes to be met	Assessment criteria to be covered	Type of assessment	Word count (approx. length of coursework)
1 – 4	All under LO 1-4	Coursework	3500

Indicative reading list

Christopher M, (5th edition, 2016). *Logistics & Supply Chain Management*. FT Prentice Hall.

Chopra S (7th edition, 2018). *Supply Chain Management: Strategy, Planning and Operation*. Pearson.

Business Ethics and Corporate Social Responsibility

Unit Reference Number	A/617/6042
Unit Title	Business Ethics and Corporate Social Responsibility.
Unit Level	5
Number of Credits	20
Total Qualification Time (TQT)	200 hours
Guided Learning Hours (GLH)	80
Mandatory / Optional	Mandatory
Unit Grading Structure	Pass / Fail

Unit Aims

The aim of this unit is to make students aware of the importance of values and ethics in business. This unit also provides a background to ethics as a prelude to understanding the skills of ethical decision-making and explores how to apply those skills to the real and current challenges.

Learning Outcomes and Assessment Criteria

Learning Outcomes- The learner will:	Assessment Criteria- The learner can:
1. Understand value and ethics in business management.	1.1 Explain the concepts of values and business ethics in business. 1.2 Explain ethical decision-making in business management. 1.3 Analyse the ethics management process utilised in business management.
2. Understand knowledge management and fair judgement in business.	2.1 Analyse the concepts of knowledge and fair judgement in management in a business context. 2.2 Evaluate the contribution of knowledge management and fair judgement to business. 2.3 Evaluate the impact of business knowledge on the supply chain process in business management.
3. Understand the management of change and transformation in a business setting.	3.1 Explain the meaning of change within a business setting. 3.2 Evaluate how change transforms the dynamics of business operations within a business setting. 3.3 Analyse the processes and challenges of transformation within the business environment.
4. Understand corporate social responsibility in business management.	4.1 Explain the concept of corporate social responsibility in business. 4.2 Analyse the concept of corporate governance in business management. 4.3 Evaluate the impact of corporate governance on ethical business behaviour in business management.

Indicative Content

Learning Outcome 1:

Creating an Ethical Workplace, Fair Treatment, Acting with Integrity, Dealing with Unethical Business Values, forum for Confidential Complaints, Following Same Rules, Open and

Honest Communication, Responsible Money Handling, Code of ethics, Communication and awareness campaigns, Training and reinforcement, Supporting context and culture, Monitoring and accountability.

Learning Outcome 2:

Engagement, Explanation, Expectation clarity. Knowledge infrastructure capability (KIC) and knowledge process capability (KPC)] and organizational effectiveness (OE). USP, competitive strategy, organisational performance.

Learning Outcome 3:

John P Kotter's eight steps to successful change; Kübler-Ross five stages transition (grief) cycle; McKinsey's 7S (strategy, structure, systems, shared values, skills, style, staff) framework; Kurt Lewin's change management model - unfreeze, transition and refreeze.

Teambuilding consensus and conflict, autocratic versus participative style, proactive and reactive, creating synergy; human process interventions; techno-structural interventions; human resources management interventions; organisational and external environment interventions. Business Process Re-Engineering (BPR), Kaizen, delayering and right-sizing, matrix organisations, network organisations, adhocracy, virtual organisation, push and pull strategies, conflict handling, transformational leadership, empowerment, consultation, contextual planning, contingency planning, adjustments, flexibility.

Learning Outcome 4:

Corporate social responsibility; fair trade; transfer pricing, Triple bottom line. The history of corporate governance, international requirement, Enron case, interaction of governance with business ethics and company law. Ethical standards in business activities (finance, human resources, marketing, dealing with stakeholders); affirmative action; codes of practice; organisational policies.

Assessment

To achieve a 'pass' for this unit, learners must provide evidence to demonstrate that they have fulfilled all the learning outcomes and meet the standards specified by all assessment criteria.

Learning Outcomes to be met	Assessment criteria to be covered	Type of assessment	Word count (approx. length of coursework)
1 – 4	All under LO 1-4	Coursework	3500

Indicative reading list

Manuel Velasquez, (8th edition, 2017). *Business Ethics: Concepts and Cases*. Pearson.

Alejo Jose G. Sison, (2010). *Corporate Governance and Ethics*. Edward Elgar Publishing Ltd.

Strategic Management

Unit Reference Number	F/617/6043
Unit Title	Strategic Management.
Unit Level	5
Number of Credits	20
Total Qualification Time (TQT)	200 hours
Guided Learning Hours (GLH)	80
Mandatory / Optional	Mandatory
Unit Grading Structure	Pass / Fail

Unit Aims

This unit develops the student's skills in diagnosing the strategic health of organisations and providing strategic recommendations. The unit aims to improve the student's sensitivity to strategic issues and the quality of their strategic thinking.

Learning Outcomes and Assessment Criteria

Learning Outcomes- The learner will:	Assessment Criteria- The learner can:
1. Understand strategy formulation process in business management.	1.1 Explain the process of strategy formulation in business management. 1.2 Analyse the internal and external environment as part of strategic formulation process in business. 1.3 Evaluate the impact of strategy formulation in business management.
2. Understand the strategic decision-making process in business management	2.1 Explain the stages involved in strategic decision making in business management. 2.2 Analyse the role of ethics in the strategic decision-making process in business management. 2.3 Evaluate the impact of strategic decision making on business management.
3. Understand cross-cultural issues in the strategic decision-making process in business.	3.1 Examine cross-cultural influences in strategic decision making in businesses.
4. Understand the obstacles involved in strategy formulation in business management.	4.1 Examine the challenges that may occur in strategy formulation in business management. 4.2 Evaluate the different methods used to overcome obstacles during strategy formulation in business management.

Indicative Content

Learning Outcome 1:

Resources: time; finance; human resources; physical resources; information resources; software tools e.g. Microsoft Project; senior management commitment. Planning: implementation plan; schedule work; set objectives; SMART targets (specific, measurable, achievable, realistic, time-based); milestones; staff. Commitment; allocate responsibilities; implementation management (control, coordination, monitoring, administration); critical path analysis; anticipating problems; building in slack; lead times; fast tracking; criteria for success; project operation; uncertainty; risk.

Existing systems: identify impact of e-strategy implementation on existing systems; specify change required; modify existing systems; system interfaces staff training.

The application of the PESTLE framework and how organisations need to the impact of social technologies; cybersecurity; emerging BRICS markets, the global shift in economic and social power and ethical and sustainable growth. Monitor and forecast external influences.

Improved business processes; cost reduction; revenue generation; productivity increases; automated activity; improved information (strategic, tactical, operational).

Learning Outcome 2:

Strategy formulation: situation analysis and business strategy, Competitive and cooperative strategies, Directional strategies, Portfolio Analysis in strategic management. Ethics in developing policy; communication systems; guidelines; focus and realignment; contingency planning; monitoring and evaluation control systems; dissemination and cascading processes. Benchmarking; targets; performance indicators; use of environmental research; the balanced scorecard; profit; growth; competitiveness; value for money.

Learning Outcome 3:

Developing and leading high-performance teams, strategic decision making; definitions of leadership e.g. Mintzberg's 10 Managerial Roles; followership; direct versus indirect leadership; the link between strategic management and leadership e.g. the skills of the leader to achieve the strategic objectives.

Learning Outcome 4:

Generic challenges e.g. virtual organisations, diversity, globalisation, economic climate, world threats, regulatory compliance, changes in reporting and control, new technology, interim leadership. Universal theories such as Transformational Leadership, Transactional Leadership (Bennis, Bass), charismatic leadership (Weber, Conger and Kanungo); contingency theory e.g. Fiedler; situational theories e.g. Hersey and Blanchard, Vroom and Yetton, tri-dimensional leadership theory (Yukl)

Assessment

To achieve a 'pass' for this unit, learners must provide evidence to demonstrate that they have fulfilled all the learning outcomes and meet the standards specified by all assessment criteria.

Learning Outcomes to be met	Assessment criteria to be covered	Type of assessment	Word count (approx. length of coursework)
1 – 4	All under LO 1-4	Coursework	3500

Indicative reading list

Hunger, Hoffman, Bamford and Wheelen, (15th Edition, 2017). *Concepts in Strategic Management and Business Policy: Globalization, Innovation and Sustainability*. Prentice Hall.

Gopinath/Siciliano 2014, *Strategize!: Experiential Exercises in Strategic Management, International Edition*, 4 Ed., Cengage.

Supply Chain Risk Assessment and Forecasting

Unit Reference Number	J/617/6044
Unit Title	Supply Chain Risk Assessment and Forecasting
Unit Level	5
Number of Credits	20
Total Qualification Time (TQT)	200 hours
Guided Learning Hours (GLH)	80
Mandatory / Optional	Mandatory
Unit Grading Structure	Pass / Fail

Unit Aims

The aim of this unit is to provide knowledge in the area of supply chain manufacturing methodologies such as lean, Just-in-time and outsourced supplier networks.

Learning Outcomes and Assessment Criteria

Learning Outcomes- The learner will:	Assessment Criteria- The learner can:
1. Understand supply chain risk assessment in business management.	1.1 Explain supply chain risk management in business. 1.2 Describe the use of supply chain risk quantification in business management. 1.3 Assess best practices in supply chain risk assessment and supply chain risk model in business management.
2. Understand supply chain risk perspectives in a business setting.	2.1 Explain the supply chain risk management road map in business management. 2.2 Analyse the structure of the supply chain risk management process in business. 2.3 Evaluate the supply chain risk for an organisation in business management.
3. Understand forecasting in supply chain management.	3.1 Explain the forecasting models used in supply chain management in a business set up. 3.2 Evaluate the contribution of forecasting to supply chain performance and benchmarking in business management.

Indicative Content

Learning Outcome 1:

Supply chain and process mapping, scenario planning, international supply chains, forces towards globalisation, geographical risk mapping and risk exposure in supply chain risk assessment and forecasting in business.

ISO 9000/EN 29000, ISO 9001.

Reviewing options; criteria for judging options; feasibility studies; risk assessment; cost-benefit analysis; consistency with organisational values; effects on market position and share; costs and investments; opportunity costs; scenario planning.

Learning Outcome 2:

Supply chain assessment, Supply chain characterisation, supply chain gaps and opportunities. Supply-chain optimisation, Resilience, measuring risk, Managing risk proactively, Contingency plan. Simulation modelling; sensitivity analysis; balanced scorecard approach;

Learning Outcome 3:

Qualitative forecasting techniques, Personal insight, sales force estimates, panel consensus, market research, visionary forecasting, and the Delphi method.

Quantitative forecasting technique: Graphical forecasting methods, Trend forecasting models.

Item Proliferation and Turnover, The Long Tail, forecast ability, Forecast Value-Added, Demand Sensing.

Assessment

To achieve a 'pass' for this unit, learners must provide evidence to demonstrate that they have fulfilled all the learning outcomes and meet the standards specified by all assessment criteria.

Learning Outcomes to be met	Assessment criteria to be covered	Type of assessment	Word count (approx. length of coursework)
1 – 3	All under LO 1-3	Coursework	3500

Indicative reading list

Christopher, M. (5th edition, 2016). *Logistics & Supply Chain Management*. Pearson Education.

Chopra and Meindl. (6th edition, 2016). *Supply Chain Management*

Payment Plan

Please find below available fee payment plans:

6 Months - GBP £1250

- Payment option (a): GBP £416 x 3 monthly instalments
- Payment option (b): GBP £1187.50 x 1 instalment (We offer 5% bursary on total fee for students opting to pay in full)

9 Months - GBP £950

- Payment option (c): GBP £190 x 5 monthly instalments
- Payment option (d): GBP £475 x 2 quarterly instalments
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