

# Qualification Specification:

## CIM Level 6 Digital Diploma in Professional Marketing (VRQ)

### About CIM

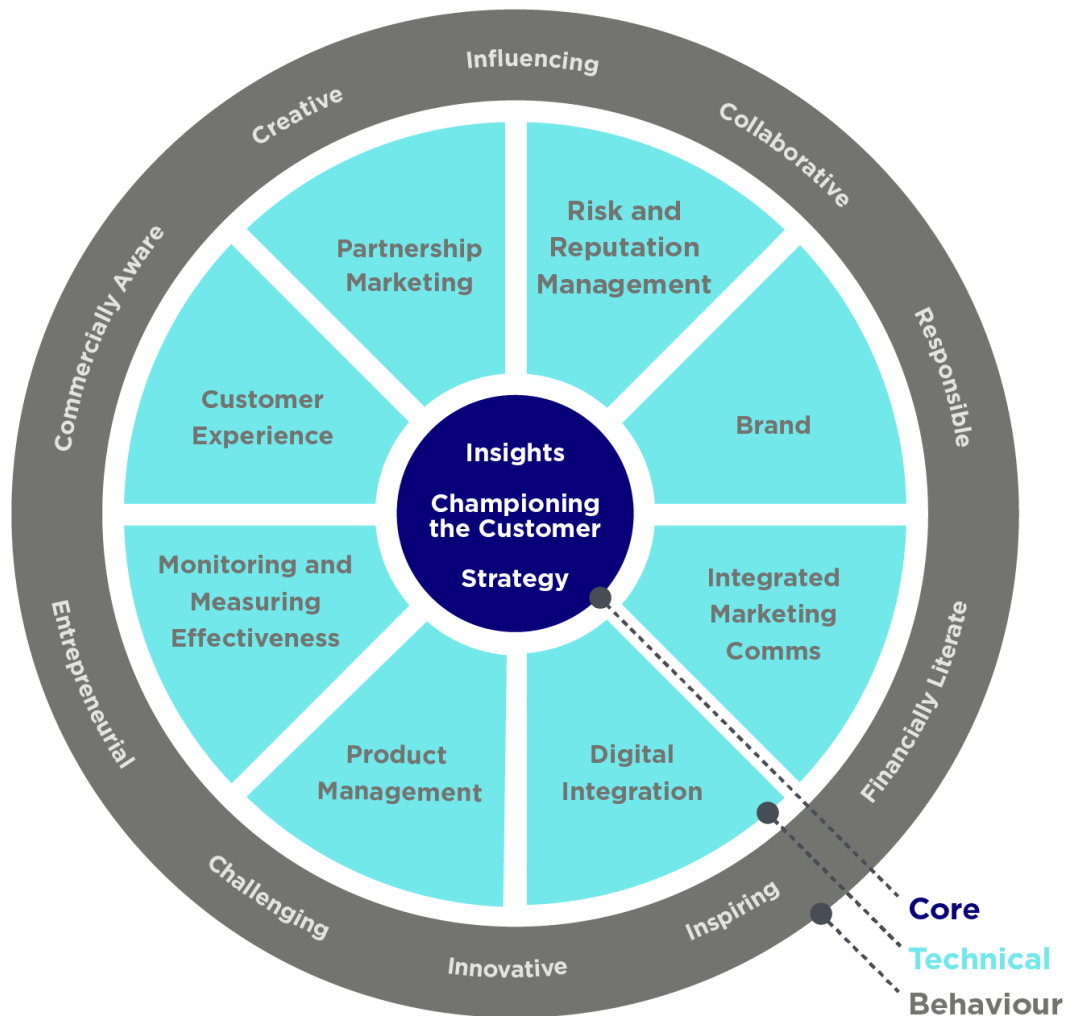
CIM (The Chartered Institute of Marketing) has been representing its members and the industry for over 100 years. A Royal Charter was granted by Her Majesty the Queen in 1989 and the governing principles remain as relevant today as when first set out by Royal Charter: "...to promote and develop the art and science of marketing and to encourage, advance and disseminate knowledge, education and practical training in and research into the art and science".

CIM strongly believes that high standards of quality and integrity are vital to the success of the marketing profession, so maintaining, developing and setting standards within the industry is a key part of CIM's work. The Professional Marketing Standards were developed and released in 2006 by CIM and have recently undergone further review following extensive research with employers and leading academics. The 2014 release of the Professional Marketing Competencies clearly show the competencies expected of marketing professionals at each stage of their career and are designed to guide both marketers and their employers to assess a level of proficiency and training needs.

As the world's largest organisation for professional marketers, CIM has a global reputation as a centre of excellence and its qualifications are recognised worldwide.

# Professional Marketing Competences

The Professional Marketing Competencies focus on three key competency areas: 'Core', 'Technical' and 'Behaviour'. The 'Behaviour' indicators reflect the demand for transferable skills and articulates a level of proficiency rather than seniority.



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## Proficiency level

Level		Definition	Knowledge	Application
5	Authoritative	Mastery at the highest level of the knowledge and application	Mastery	Habitual
4	Accomplished	An advanced degree of knowledge and consistent application	Mastery	Regular
3	Able	Full knowledge of the concepts and application to the business	Full	Regular
2	Active Learner	Meaningful knowledge with some experience and application	Some	Some
1	Aware	Limited knowledge or experience with full potential to develop	Limited	Limited

The Professional Marketing Competences have been instrumental in the development of the CIM Level 6 Digital Diploma in Professional Marketing. The knowledge base, technical and behaviour skills from the Professional Marketing Competencies have been embedded into the qualification design and development to create a 'fit-for-purpose' employer-led qualification.

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## Background

The Level 6 Digital Diploma in Professional Marketing has been developed following extensive global employer-led research including small businesses, international organisations and numerous marketers across a range of marketing and business functions.

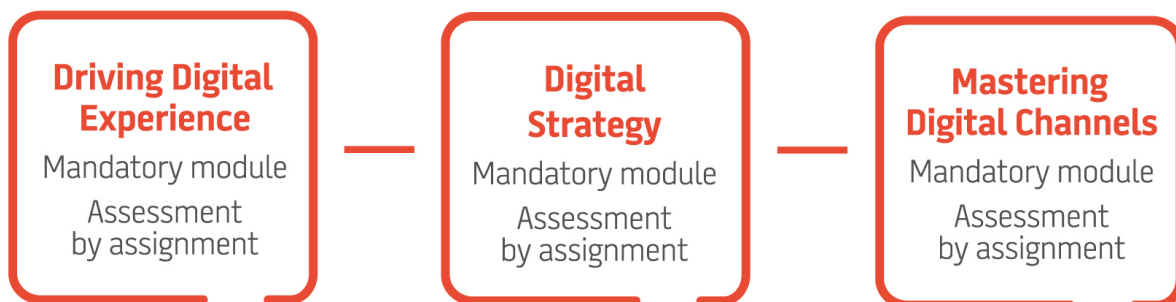
## The qualification

The CIM Level 6 Digital Diploma in Professional Marketing is a new qualification designed to offer progression from a number of digitally focused Level 4 qualifications available within the sector and also links with the existing Level 6 Diploma in Professional Marketing.

The aim of the Level 6 Digital Diploma in Professional Marketing is to provide the practicing marketer with relevant, contemporary marketing content to equip them for the current global landscape. Learning is brought to life through meaningful and active assessment methods which embrace the modern marketing industry. Successful completion of the CIM Level 6 Digital Diploma in Professional Marketing will equip the student with the knowledge, skills and understanding to support decision making within a digital context at the operational level and carry out an essential and successful professional marketing role within the workplace.

To achieve the CIM Level 6 Digital Diploma in Professional Marketing, a pass is required in each of the three modules. However, the qualification has been structured to reflect the need for flexible and bite sized approach for today's professional marketer. Each module can be achieved as a distinct, self-contained award. One module, Digital Strategy, is common to both CIM qualifications, the CIM Level 6 Digital Diploma in Professional Marketing and the CIM Level 6 Diploma in Professional Marketing.

The modules currently available at Level 6:



## Who's it for?

The CIM Level 6 Digital Diploma in Professional Marketing is aimed at those working in an operational, supervisory or management role who wish to develop their knowledge of digital techniques and their application to a number of marketing related projects. The student will typically be operating in a wider marketing role and will be required to integrate digital solutions into the marketing plan. The qualification will develop both knowledge and the level of applied skills required.

## Entry requirements

One or more of the following is required to gain entry onto this qualification:

- CIM Level 4 Professional Certificate in Marketing or CIM Level 4 Certificate in Professional Marketing
- any relevant Level 4 qualification
- Foundation Degree in Business with Marketing
- Bachelor's or Master's degree from a recognised university, with at least one third of credits coming from marketing content (i.e. 120 credits in Bachelor's degrees or 60 credits with Master's degrees)
- professional practice (suggested two years marketing in an operational role) and diagnostic assessment onto Level 6

However, evidence of achieving one of the following English Language qualifications within the last two years is also required if English is not the student's first language: IELTS Academic Module with an overall score of 6.5 (each component pass mark must be 6.0 or above) or Cambridge Certificate of Advanced English grade B or above is required. CIM will consider other equivalent alternatives.

## The Modular Pathway

The Level 6 qualification is titled as follows:

**Digital Strategy + Driving Digital Experience + Mastering Digital Channels = CIM Level 6 Digital Diploma in Professional Marketing**

## Completing ONE module

If studied as standalone, an individual award can be achieved. These will be titled as follows:

**Digital Strategy = CIM Level 6 Award in Digital Strategy (VRQ)**

**Driving Digital Experience = CIM Level 6 Award in Driving Digital Experience (VRQ)**

**Mastering Digital Channels = CIM Level 6 Award in Mastering Digital Channels (VRQ)**

## Progression

Successful achievement of the Level 6 Digital Diploma in Professional Marketing will allow progression onto the CIM Level 7 Chartered Postgraduate Diploma in Marketing

## Credits, Guided Learning Hours (GLH) and Total Qualification Time (TQT)

Each module has been calculated as carrying 17 credits which equates to approximately 170 hours Total Qualification Time and 150 hours Guided Learning Hours per module.

**Credits** – Each module has a credit value which indicates how many credits are awarded when a module is completed. The credit value also gives an indication of how long it will normally take to achieve a module or qualification. One credit usually equates to 10 hours of learning.

**Guided learning hours (GLH)** – Ofqual’s definition of GLH is: ‘The number of hours of teacher-supervised or directed study time required to teach a qualification or unit of a qualification’ (Regulatory arrangements for the Qualifications and Credit Framework, QCF, August 2008). Please note – GLH does **not** usually include learning time spent away from the assessor.

**Total Qualification Time** – is the amount of time it is expected to take, on average, to complete the learning outcomes of a module to the standard defined by the assessment criteria and includes:

- guided learning hours
- practical and work-based learning
- assessment preparation time and
- assessment time

In order to work out an appropriate amount of time for learning and study on the CIM Level 6 Digital Diploma in Marketing, please refer to the notional learning time guidance.

## Modes of study

Enrolment at a CIM Accredited Study Centre is required to study the CIM Modular Pathway qualification. The following modes of study are available:

- face to face
- blended
- online
- revision support

Please visit <http://www.cim.co.uk/study-centres> for more information on which centres offer which mode of study.

## How it’s assessed

The assessment methodology for the three modules contained within the CIM Level 6 Digital Diploma in Professional Marketing will be assignment based. All assignments will be employer driven, practitioner based, relevant and appropriate for business needs.

In addition, assessments for all qualifications comply with regulatory requirements, are fit for purpose, fair, valid, reliable and manageable to ensure confidence in the standard of learner achievement.

**Digital Strategy** – external assessment: an assignment based on a given scenario and an organisation of choice.

**Driving Digital Experience** – external assessment: an assignment based on a given scenario and an organisation of choice.

**Mastering Digital Channels** – external assessment: an assignment based on a given scenario and an organisation of choice.

## How the assessments are delivered and when

There are three assessment sessions per year within the CIM Level 6 Digital Diploma in Professional Marketing qualification. These will take place in December, March/ April, and June/July.

Digital Strategy, Driving Digital Experience and Mastering Digital Channels will be assessed by assignment. Assignment briefs will be available for Accredited Study Centres to view six months in advance of the assessment session to which it relates. A new assignment brief will be produced for every assessment session.

## How it's graded

Grading will be applied to each module as well as to the overall qualification.

Distinction	(D)	70-100
Merit	(M)	60-69
Pass	(P)	50-59
Fail	(F)	0-49

The percentage mark along with the corresponding grade will be issued for each module. To achieve the total qualification each individual module mark needs to be 50 marks or above.

The calculation of the overall qualification grade will be carried out based on an aggregate score of three modules out of 300. The following table outlines the marks required to secure the overall grade. The qualification certificate will contain the overall grade only (no percentage mark).

Grades acknowledged on overall certificate	Total marks required across three modules
Distinction	210 and above
Merit	Between 180 and 209
Pass	Between 150 and 179

## When are results issued?

Results will be issued within 12 weeks of assessment sitting/submission. Results are made available to learners via e-mail and online. Certificates will be issued for each module achieved and upon completion of the qualification.

## Module specifications

CIM has produced individual module specifications for each of the Level 6 digital modules. These specifications detail the requirements of the module and include the module content. The module content covers:

**Level** – this positions the level of the module within the National Qualifications Framework (NQF).

**Credit value** – this is the academic value given by the module.

**Total Qualification Time** – this is the average amount of time it will take to complete the module. This includes guided learning hours, practical and work-based learning, assessment preparation time and assessment time.

**Purpose statement** – gives a summary of the purpose of the module.

**Assessment** – gives the assessment methodology for the module.

**Overarching learning outcome** – the learning outcomes of the module sets out what a learner will know, understand or be able to do as a result of successfully completing the module.

**Assessment criteria** – specify the standard required to achieve each of the learning outcomes.

**Indicative content** – this clarifies what is required to achieve the assessment criteria and related learning outcomes.

## What we mean by command words

The list of command words below enables a clear indication of what is required at Level 6. Command words are in every question/task of the assessments and inform what should be included in an answer.

### Level 6 – Command words

Command word, outlined explanation	Interpretation of command word
<b>Analyse</b> Examine a topic together with thoughts and judgements about it	Analyse new and/or abstract data and schools of thought and consider alternative solutions and outcomes independently, using a range of appropriate models, principles and definitions.  Compare and analyse alternative models using appropriate rationale and criteria.
<b>Appraise</b> Evaluate, judge or assess	Provide a comprehensive and detailed critique of the subject area demonstrating an in-depth understanding and awareness



<p><b>Argue</b> Provide reasoned arguments for or against a point and arrive at an appropriate conclusion</p>	Engage in debate in a professional manner evidencing a comprehensive understanding and application of key principles
<p><b>Assess</b> Evaluate or judge the importance of something, referring to appropriate schools of thought</p>	Synthesise and assess new and/or abstract information and data in the context of a broad range of problems, using a range of techniques
<p><b>Collect</b> Systematically gather a series of items over a period of time</p>	Systematically gather a series of items over a period of time which demonstrate a critical understanding of the principal theories and concepts of the marketing discipline
<p><b>Compare and contrast</b> Look for similarities and differences between two or more factors leading to an informed conclusion</p>	Synthesise and analyse the similarities and differences between two or more contexts
<p><b>Create</b> Bring something into existence for the first time</p>	Create a range of products of work relevant to marketing that demonstrate originality and creativity. Use a few skills that are specialised, advanced or at the forefront of marketing.
<p><b>Define</b> Write the precise meaning of a word or phrase. Quote a source if possible.</p>	Define key words and terminology relevant to one or more specialisms some of which is informed by or at the forefront of the marketing discipline
<p><b>Demonstrate</b> Explain, using examples</p>	Explain a broad range of ideas persuasively and with originality, using a wide variety of illustrative examples to underpin findings and exemplify points
<p><b>Describe</b> Give a detailed account of something</p>	Synthesise and analyse new and/or abstract ideas and information and present a clear description and account of the findings
<p><b>Determine</b> Use research to check or establish something</p>	Execute a defined project of research, development or investigation to identify evidence to support a course of action. Make judgements where data/information is limited.
<p><b>Develop</b> Take forward or build on given information</p>	Build on detailed knowledge of marketing principles, theories and concepts using originality, creativity and insight. Use a combination of routine and advanced/specialist skills to develop complex ideas.
<p><b>Discuss</b> Investigate or examine by argument and debate, giving reasons for and against</p>	Produce detailed and coherent arguments in response to well-defined and abstract problems using relevant marketing language
<p><b>Evaluate</b> Make an appraisal of the worth (or not) of something, its validity, reliability, effectiveness, applicability</p>	Select from a range of techniques to critically evaluate complex, contradictory information to support conclusions and recommendations and in the process review its reliability, validity and applicability

<b>Explain</b> Make plain, interpret and account for, enlighten, give reasons for	Present complex information evidencing comprehensive knowledge, understanding and application of key principles
<b>Identify</b> List the main points or characteristics of a given item	Critically identify elements of complex marketing problems and issues
<b>Illustrate</b> Give examples to make points clear and explicit	Apply a wide variety of illustrative examples to underpin findings supported by references to wider reading to make points clear and explicit
<b>Justify</b> Support recommendations, explanations or arguments, with valid reasons for and against	Communicate well-structured and coherent arguments relevant to marketing
<b>Outline</b> Set out main characteristics or general principles, ignoring minor details	Selectively identify valid and relevant information from a range of sources, making judgements where data/information is limited
<b>Plan</b> Put forward a proposal for a course of action, usually to achieve a goal	Produce a structured proposal for planned stages to achieve a goal in professional contexts that include a degree of unpredictability. Interpret, use and evaluate numerical/financial data to achieve the end goal.
<b>Present</b> Exhibit something to others	Make formal presentations about specialised topics to informed audiences that include professional peers, senior colleagues and specialists
<b>Recommend</b> Put forward proposals, supported by a clear rationale	Produce reliable and valid conclusions and proposals based on abstract data and situation, appropriately contextualised to a marketing context
<b>Reflect</b> Think carefully about something; consider something; review something that has happened or has been done	Review and critically analyse a range of complex issues in order to assess reasons for an item's success or failure and/or to identify improvements that can be made

Please refer to the individual module specifications for detailed and specific information on each module.

For further information about all CIM qualifications please visit [www.cim.co.uk](http://www.cim.co.uk).



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