



## **Module Specification**

### **Essentials of Academic Practice**

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## Part 1: Information

**Module title:** Essentials of Academic Practice

**Module code:** UZQRUX-30-0

**Level:** Level 3

**For implementation from:** 2021-22

**UWE credit rating:** 30

**ECTS credit rating:** 15

**Faculty:** Faculty of Health & Applied Sciences

**Department:** HAS Dept of Health & Social Sciences

**Partner institutions:** None

**Delivery locations:** Frenchay Campus

**Field:** Politics

**Module type:** Standard

**Pre-requisites:** None

**Excluded combinations:** None

**Co-requisites:** None

**Continuing professional development:** No

**Professional, statutory or regulatory body requirements:** None

## Part 2: Description

**Overview:** This module is designed to help students understand the expectations of study in higher education and to introduce them to the academic and study skills required for success on their chosen social science pathway.

**Features:** Not applicable

**Educational aims:** The module focuses on the core underpinning skills necessary for the thematic modules and aims to develop capacity and confidence for effective independent learning and academic progression. It also has the aim of building up confidence in each student via weekly group and collaborative activities.

**Outline syllabus:** Content will be shaped indicatively on the following areas:

Writing for different purposes: researching, collating information, organising material, structuring and presenting ideas/arguments e.g. for essays, reports, case studies.

Using appropriate academic conventions and style, referencing and avoiding plagiarism.

Reading strategies for different purposes e.g. for identifying themes, for comprehension and for in-depth understanding.

Summarising, interpreting, analysing and evaluating information from a range of sources.

Target setting, planning and time management for independent learning.

Reflecting on learning and progress in response to group discussion, formal and informal feedback.

Oral presentation skills.

Note-making skills for reading and lectures.

Exam Skills.

Using IT for academic purposes.

Teamwork skills and group collaboration.

Identifying, locating and retrieving information from a range of sources including books and online journal articles.

### **Part 3: Teaching and learning methods**

**Teaching and learning methods:** A variety of learning strategies will be used:

Face-to-face taught sessions will utilise both traditional approaches to teaching reading, writing and research skills, and inductive approaches through facilitated activities; workshops (for example, on reading and writing for academic purposes, and planning and time management), group discussions in response to reading and audio-visual material, Enquiry Based Learning (EBL) group activities, group presentations and student led-seminars.

TEL will be used where appropriate to support learning. For instance, pre-recorded lectures as part of a 'flipped classroom' approach may be used to support a note taking workshop.

Student independent learning will be supported by workbooks and other appropriate materials and by study skills material designed for foundation year students. This will be made available on the University's Virtual Learning Environment (Blackboard).

Reflective elements will be built into the module as formative assessments. For example, students will be asked to submit short pieces written work reflecting on their assignments and summative feedback. Verbal feedback on these will be delivered through tutorials. This will form a key component of the assessment strategy and will encourage students to develop a reflective and independent approach to learning and academic development.

A major component of the weekly workshops will be focused on building teamwork skills through a range of flipped classroom activities and group exercises. These will be tailored to support the interests that the students have and will be related to their chosen pathway degree scheme.

**Module Learning outcomes:**

**MO1** Produce written work for different purposes that both utilises appropriate terminology, style and conventions in the Social Sciences and incorporates appropriate scholarly texts in relevant disciplines (Comp A, Comp B).

**MO2** Demonstrate effective organisational and time management skills (Comp A, Comp B).

**MO3** Demonstrate an ability to set targets, reflect on progress and improve academic work in response to feedback (Comp A, Comp B).

**MO4** Make appropriate and competent use of IT for a range of purposes (Comp A, Comp B).

**MO5** Demonstrate an understanding of research strategies for academic work and identify, locate and retrieve information in a variety of formats (Comp A, Comp B).

**MO6** Gain experience presenting information clearly in oral format (Comp A).

**Hours to be allocated:** 300

**Contact hours:**

Independent study/self-guided study = 228 hours

Face-to-face learning = 72 hours

Total = 300

**Reading list:** The reading list for this module can be accessed at [readinglists.uwe.ac.uk](https://uwe.rl.talis.com/modules/uzgrux-30-0.html) via the following link <https://uwe.rl.talis.com/modules/uzgrux-30-0.html>

**Part 4: Assessment**

**Assessment strategy:** The assessment strategy is designed to support and enhance the development of core subject specific skills and transferrable study skills in students entering at the foundation level. Summative assessment is through coursework (one essay and two online quizzes) and a presentation which are

tailored to complement learning on the other modules in the foundation year and support effective progression to the undergraduate level. Formative assessment delivered through tutorials and quizzes will encourage students to reflect on feedback and their own development.

#### Component A- Presentation (25%)

This assessment requires students to engage in evidence based learning and to research and present on a social science topic relevant to their chosen pathway degree scheme. Students will present for approximately 5 minutes.

#### Component B - The coursework component (75%) contains two elements

##### Element 1: Essay exercise (1000 words)

Students are instructed, and assisted, during contact hours to develop an essay plan and identify suitable research materials - before writing up and submitting their work in a structured format. This makes for a structured progression from organising and planning work, to producing a short essay – suitable to embed skills at the foundational level. A substantial amount of the work towards this assignment will be drafted or completed during taught sessions allowing the tutor to offer formative feedback and support the development of skills. The assessment complements the other modules on the foundation year, as students will write on a subject pertinent to their chosen pathway degree scheme.

##### Element 2: 2x Online Blackboard Quizzes (15 questions each)

There are four quizzes throughout the year, two of which are formative and two of which are summative. Both forms of the quizzes offer a diverse assessment strategy, meaning that while essay writing is thoroughly embedded in the module, there are opportunities to focus on other skill sets that are also required for their degrees. Further, the quizzes offer frequent opportunities to check their understanding on key areas in this module: referencing, critical reading and writing, presentation skills and exam skills.

**Assessment components:**

**Presentation - Component A (First Sit)**

Description: Individual Presentations for 5 minutes

Weighting: 25 %

Final assessment: Yes

Group work: Yes

Learning outcomes tested: MO2, MO4, MO5, MO6

**Set Exercise - Component B (First Sit)**

Description: Essay exercise (1000 words)

Weighting: 37.5 %

Final assessment: No

Group work: No

Learning outcomes tested: MO1, MO3, MO4, MO5

**Set Exercise - Component B (First Sit)**

Description: 2 x Online Quizzes, 15 questions each.

Weighting: 37.5 %

Final assessment: No

Group work: No

Learning outcomes tested: MO1, MO3, MO4, MO5

**Presentation - Component A (Resit)**

Description: Presentation (5 minutes)

Weighting: 25 %

Final assessment: Yes

Group work: No

Learning outcomes tested: MO2, MO4, MO5, MO6

**Set Exercise - Component B (Resit)**

Description: Essay exercise (1000 words)

Weighting: 37.5 %

Final assessment: No

Group work: No

Learning outcomes tested: MO1, MO3, MO4, MO5

**Set Exercise - Component B (Resit)**

Description: 2 x Online Quizzes, 15 questions each.

Weighting: 37.5 %

Final assessment: No

Group work: No

Learning outcomes tested: MO1, MO3, MO4, MO5

**Part 5: Contributes towards**

This module contributes towards the following programmes of study: