



ACADEMIC SERVICES

MODULE SPECIFICATION

Part 1: Basic Data					
Module Title	Professional Conduct and Regulation in Practice				
Module Code	UJXTRD-15-M	Level	M	Version	1
UWE Credit Rating	15	ECTS Credit Rating	7.5	WBL module?	No
Owning Faculty	Business and Law	Field	Law Non-Modular		
Department	Law : BILP	Module Type	Project		
Contributes towards	Masters in Advanced Legal Practice				
Pre-requisites	None		Co- requisites	Professional Skills Course	
Excluded Combinations	UJGT7A-60-M UJXTRC-15-M		Module Entry requirements	None	
First CAP Approval Date	1 June 2016		Valid from	September 2016	
Revision CAP Approval Date			Revised with effect from		

Part 2: Learning and Teaching	
Learning Outcomes	<p>On successful completion of this module, students will be able to</p> <ul style="list-style-type: none"> - Identify and critically reflect on conduct, regulatory and ethical issues arising in the course of legal practice during their period of recognised training towards qualification as a Solicitor - Critically evaluate their own experience and the development of their own professional skills, knowledge and understanding of Professional Conduct and Regulatory matters governing practice as a Solicitor in the workplace context, including the Statutory and Regulatory framework governing practice - Understand the importance of business/commercial awareness in their work - Critically analyse complex situations and their own/others responsibilities for dealing with such matters in a regulatory context - Appreciate and take responsibility for their own personal and professional development - Demonstrate understanding of legal, social, ethical and professional issues as applied to in the legal sector;
Syllabus Outline	<p>The University is validated by the Solicitors Regulation Authority to deliver the Professional Skills Course (PSC), which builds on the foundations laid by the Legal Practice Course (LPC). It is normally undertaken by a student during their period of</p>

recognised training to develop their professional skills before qualification as a Solicitor in England & Wales and admission to the Roll

The Learning Outcomes and Syllabus content of the PSC meet the Written Standards of the Solicitors Regulation Authority (Professional Body Regulator)

The PSC will be undertaken by students as a co-requisite to this module. Having completed their PSC, students will compile a reflective portfolio evidencing how the knowledge acquired during the PSC has informed their work and development as a trainee solicitor/solicitor in practice

This module provides students with the opportunity to evidence how their work in professional legal practice has been informed by undertaking the Professional Skills Course; and how their own experiences in professional legal practice have informed and developed their understanding of professional and regulatory obligations encountered during their study of the Professional Skills Course

Students will reflect and develop on how work in a professional environment contributes to a personal and professional development process that can and will continue.

Students are required to analyse and reflect critically on a number of episodes of professional practice and the professional requirements of contemporary workplaces in the legal sector.

Students will critically reflect on one or more the following subject matters from within the compulsory core element of the PSC (which is taught in accordance with Written Standards laid down by the SRA)

Financial and Business Skills

Students will have developed improved financial awareness being able to identify accounting and financial issues in the areas of work in which they or the training establishment are involved. They will be able to apply the rules of professional conduct relating to financial and accounting matters.

Students will have an understanding of the implications of the Financial Services and Markets Act 2000 (FSMA); the Solicitors' Financial Services (Scope) Rules 2001 (Scope rules); the Solicitors' Financial Services (Conduct of Business) Rules 2001 (Conduct of Business rules), and Money Laundering Regulations (MLR).; and will be able to relate them to the areas of work in which they or the training establishment are involved.

Students will be able to apply the rules of professional conduct in connection with financial dealings and in particular should understand what constitutes money laundering and the steps necessary to comply with any MLR. Students will be able to apply the rules of professional conduct in connection with financial dealings and understand the need to be alert to the possibility of mortgage fraud.


Advocacy and Communication Skills

Students will have developed their advocacy and communications skills in order to exercise the rights of audience available on admission in the civil and criminal courts. This will have involved development of listening, presentation and advocacy skills (including questioning skills to conduct examination in chief, cross examination, and re-examination), the ability to prepare and present a coherent submission based upon facts, general principles and legal authority in a structured, concise and persuasive manner, and be able to identify and act upon the ethical problems that arise in the course of a trial;

Client Care and Professional Standards

Students will have identified and understood the significance of client care, ethical and

	<p>professional conduct issues in legal practice and be able to respond in an appropriate way within the training context. They will understand and apply appropriate professional standards, business awareness, and be able to work effectively with others.</p> <p>They will have developed their client care & communication and work & case management skills They will be able to identify and deal with issues concerning their ethical responsibilities to a range of third parties and counted in the course of legal practice</p> <p>Students will initiate and implement appropriate methods of personal work organisation and appreciate the importance of and take responsibility for their own personal and professional development.</p> <hr/>								
Contact Hours	<table border="1" data-bbox="400 674 1426 801"> <thead> <tr> <th data-bbox="400 674 1273 707">Activity</th> <th data-bbox="1273 674 1426 707">Hours</th> </tr> </thead> <tbody> <tr> <td data-bbox="400 707 1273 741">Scheduled contact</td> <td data-bbox="1273 707 1426 741">15</td> </tr> <tr> <td data-bbox="400 741 1273 775">Self-directed study</td> <td data-bbox="1273 741 1426 775">135</td> </tr> <tr> <td data-bbox="400 775 1273 801">Total study time</td> <td data-bbox="1273 775 1426 801">150</td> </tr> </tbody> </table> <p>An initial cohort briefing will be provided and regular individual or small group supervision sessions will take place. Contact time with the tutor supervisor will generally be during periods of reflection and learning that takes place after or during time spent in practice</p> <p>Self-directed study includes time spent by students in relation to the activities listed above, their critical analysis and reflection.</p>	Activity	Hours	Scheduled contact	15	Self-directed study	135	Total study time	150
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Teaching and Learning Methods	<p>Student learning will be through a process of reflection building towards completion of a Reflective Portfolio.</p> <p>Student reflection will be on the regulatory and responsibilities working in legal practice; which build on their studies within the PSC, and how issues addressed during that programme of continuing professional development are encountered and addressed within the legal workplace.</p> <p>Students will reflect on their own personal and professional development in matters of professional conduct and regulation.</p> <p>Students will be required to analyse and reflect critically on a number of episodes of professional practice and the professional requirements in the legal sector.</p> <p>In what is largely a project of self-study, students will be given support by their supervisor: having participated in an initial briefing session prior to undertaking the PSC to frame their approach to developing knowledge and understanding acquired through that CPD program and considering its application in professional practice</p>								

Key Information Sets Information	Key Information Set - Module data				
	Number of credits for this module				15
	Hours to be allocated	Scheduled learning and teaching study hours	Independent study hours	Placement study hours	Allocated Hours
	150	15	135	0	150 
	Total assessment of the module:				
	Written exam assessment percentage			0%	
	Coursework assessment percentage			100%	
	Practical exam assessment percentage			0%	
				100%	
Reading Strategy	<p>No set text is applicable to this module but specific reading guidance may be made available for each element of the module.</p> <p>Students are encouraged to make full use of the resources available through membership of the University during and after their work experience. These include electronic journals and a wide variety of e-support resources available through web sites and information gateways. They are also expected to use non-University sources such as professional literature available in or through their workplace and/or relevant professional bodies.</p>				
Indicative Reading List	<p>Financial Services & Markets Act 2000 Regulated Activities Order 2001 Solicitors' Financial Services (Scope) Rules 2001 Solicitors' Financial Services (Conduct of Business) Rules 2001 Financial Promotions Order 2005 Money Laundering Regulations 2007 Proceeds of Crime act 2002</p> <p>Solicitors Handbook</p> <p>Lawsociety.org.uk Sra.org.uk</p> <p>http://www.sra.org.uk/solicitors/cpd/tool-kit/continuing-competence-toolkit.page</p> <p>Legalcomplaints.org.uk Legalservicesboard.org.uk Legalombudsman.org.uk Lawgazette.co.uk Qualitysolicitors.com Web4law.co.uk Thelawyer.com Infolaw.co.uk links4Lawyers.com</p> <p>Practitioner texts/journals</p>				

Part 3: Assessment

Assessment Strategy	<p>Reflective Portfolio</p> <p>Students will develop and submit a Reflective Portfolio (4000 words).</p> <p>The aim of the portfolio is to provide a comprehensive critical review and reflective analysis of</p> <ul style="list-style-type: none"> - Practice-based examples of when aspects of the PSC were encountered in practice - How their understanding of the professional and regulatory responsibilities of a solicitor in practice informed how they dealt with matters. - How they reflected upon their work based experience and developed their approach to future practice - How they developed responsibility for their own work based learning
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Identify final assessment component and element	Component A	
% weighting between components A and B (Standard modules only)	A: 100%	B:
First Sit		
Component A (controlled conditions) Description of each element	Element weighting	
1. Reflective Portfolio (4000 words)	100%	
Component B Description of each element	Element weighting	

Resit (further attendance at taught classes is not required)		
Component A (controlled conditions) Description of each element	Element weighting	
1. Reflective Portfolio (4000 words)	100%	
Component B Description of each element	Element weighting	
<p>If a student is permitted a retake of the module under the University Regulations and Procedures, the assessment will be that indicated by the Module Description at the time that retake commences.</p>		