



## **Module Specification**

### **Professional Conduct and Regulation in Practice**

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## Part 1: Information

**Module title:** Professional Conduct and Regulation in Practice

**Module code:** UJXTRD-15-M

**Level:** Level 7

**For implementation from:** 2023-24

**UWE credit rating:** 15

**ECTS credit rating:** 7.5

**Faculty:** Faculty of Business & Law

**Department:** FBL Dept of Law

**Partner institutions:** None

**Delivery locations:** Not in use for Modules

**Field:** Law - non modular

**Module type:** Module

**Pre-requisites:** None

**Excluded combinations:** Professional Development (Law) 2023-24, Research & Practice Portfolio 2023-24

**Co-requisites:** None

**Continuing professional development:** No

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

## Part 2: Description

**Overview:** Not applicable

**Features:** Not applicable

**Educational aims:** See Learning Outcomes

**Outline syllabus:** 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 recognised training to develop their professional skills before qualification as a Solicitor in England and 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 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 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 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.

They will have developed their client care and communication and work and 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

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.

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

**Teaching and learning methods:** Student learning will be through a process of reflection building towards completion of a Reflective Portfolio.

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.

Students will reflect on their own personal and professional development in matters of professional conduct and regulation.

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.

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.

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.

Self-directed study includes time spent by students in relation to the activities listed above, their critical analysis and reflection.

**Module Learning outcomes:** On successful completion of this module students will achieve the following learning outcomes.

**MO1** 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

**MO2** 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

**MO3** Understand the importance of business/commercial awareness in their work

**MO4** Critically analyse complex situations and their own/others responsibilities for dealing with such matters in a regulatory context

**MO5** Appreciate and take responsibility for their own personal and professional development

**MO6** Demonstrate understanding of legal, social, ethical and professional issues as applied to in the legal sector

**Hours to be allocated:** 150

**Contact hours:**

Independent study/self-guided study = 135 hours

Face-to-face learning = 15 hours

Total = 150

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

## **Part 4: Assessment**

**Assessment strategy:** Reflective Portfolio

Students will develop and submit a Reflective Portfolio (4000 words).

The aim of the portfolio is to provide a comprehensive critical review and reflective analysis of:

- 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

### **Assessment components:**

#### **Portfolio (First Sit)**

Description: Reflective portfolio (4,000 words)

Weighting: 100 %

Final assessment: Yes

Group work: No

Learning outcomes tested: MO1, MO2, MO3, MO4, MO5, MO6

#### **Portfolio (Resit)**

Description: Reflective portfolio (4,000 words)

Weighting: 100 %

Final assessment: Yes

Group work: No

Learning outcomes tested: MO1, MO2, MO3, MO4, MO5, MO6

## **Part 5: Contributes towards**

This module contributes towards the following programmes of study:

Advanced Legal Practice [Frenchay] LLM 2022-23

Advanced Legal Practice [Sep][FT][Frenchay][2yr] LLM 2022-23