

**MODULE SPECIFICATION**

Part 1: Information			
Module Title	Continuing Professional Development Portfolio		
Module Code	UJGUPV-45-M	Level	M
For implementation from	September 2017		
UWE Credit Rating	45	ECTS Credit Rating	22
Faculty	Business and Law	Field	Law Postgraduate
Department	Law: BILP		
Contributes towards	Masters in Bar Professional Training Studies		
Module type:	Project		
Pre-requisites	Post Graduate Diploma Bar Professional Training Course		
Excluded Combinations	UJGT7A-60-M		
Co- requisites	None		
Module Entry requirements	None		

Part 2: Description
<p>Research Methods</p> <p>The Research Methods element is designed to build upon and enhance the student's existing research skills (from prior legal study and legal employment). Students will have already developed research techniques and skills at an earlier stage of his/her legal education and, where appropriate, in practice.</p> <p>Students will</p> <ul style="list-style-type: none"> - Refresh and develop more significant and sophisticated techniques in conducting detailed legal research using an extensive range of resources (including practitioner sources) - Plan research, define objectives, choosing an appropriate methodological approach, research design and project management - Conduct a literature search, including utilisation of Internet resources; to identify and explore literature relevant to a research project, and access sources of information and guidance, including professional practice within organisations. - Undertake a process of detailed legal research, including the use of the latest research techniques in information retrieval to obtain, apply and present data. - Conduct, assess, apply and record legal research in a practitioner context, adopting an appropriate methodology for research and analysis.

- Apply knowledge, critical thinking and problem solving skills to their research.
- Apply a creative and reflective approach to enquiry and research processes.
- Analyse the relevance of information acquired through research activities and apply the information to a client's circumstances
- Project and time manage a process of organisation based research; enhancing their data presentation and report writing skills

CPC Portfolio

Student learning will be through a process of research and reflection in production of a portfolio. The portfolio will evidence the student's expertise in or knowledge of a particular work/legal practice context, with additional reference to on one or more of the key attributes of the BSB's Professional Statement; together with evidence of their own development as a reflective practitioner responsible for their own continuing professional competence.

Students will

- reflect on and evidence the development of their own Continuing Professional Competence in the production of the Portfolio and be able, independently, to explore the current limits of legal knowledge
- identify and justify a legal issue which is of strategic relevance to an organisation as a chosen topic of research
- develop the chosen topic of research (approved in a Proposal) into a properly conceived, constructed and concluded Portfolio
- manage research over a prolonged period of time involving both theoretical and practical issues, demonstrating project management and organisational skills.
- design and apply a research strategy and methodologies appropriate for the investigation and production of the Portfolio

Students will draw on their own practical and professional experience, some or all of which may be initiated and generated in connection with work for the student's clients.

The Portfolio will be a self-generated portfolio of work that will demonstrate evidence of relevant research and engagement with existing knowledge and practice in the chosen practice area (as specified in the approved Proposal).

Part 3: Assessment

Students will be required to develop and submit a Portfolio of between 9,000 and 12,000 words, which will be assessed against the following criteria

1. Aims and objectives are clearly stated relevant and intellectually challenging
2. The context of the research is clearly explained
3. Findings are analysed and discussions integrated with a correctly attributed and referenced literature review
4. Appropriate conclusions are reached, which are consistent with research objectives and supported by evidence
5. The Portfolio professionally presented
6. There is evidence of self-critical reflection and review of personal learning from the project

Identify final timetabled piece of assessment (component and element)	Component A	
% weighting between components A and B (Standard modules only)	A:	B:
	100%	0%
First Sit		
Component A (controlled conditions) Description of each element	Element weighting (as % of component)	
1. Portfolio (9,000-12,000 words)	100%	
Component B Description of each element	Element weighting (as % of component)	
N/A		
Resit (further attendance at taught classes is not required)		
Component A (controlled conditions) Description of each element	Element weighting (as % of component)	
1. Resubmission of Portfolio (9,000-12,000 words)	100%	
Component B Description of each element	Element weighting (as % of component)	
N/A		
Part 4: Teaching and Learning Methods		
Learning Outcomes	<p>On successful completion of this module, students will</p> <ul style="list-style-type: none"> - Critically appraise existing knowledge, research, and innovations alongside their personal development in the workplace; - In a work based context have developed and reflected on their knowledge and understanding of these issues from their studies on the PG Diploma Bar Professional Training Course, and Bar Professional Development - Have developed their ability to critically reflect on their own professional practice /development and their intellectual autonomy to become independent learners - Have further developed their ability to be reflective practitioners, responsible for their own learning and development, particularly in the context of the Solicitors Regulation Authority Competence Statement - Have reinforced their understand the importance of the key attributes set out in the Bar Standards Board Professional Statement for Barristers - Have further developed their analytical skills to make reasoned creative and original judgements regarding the practical application of law in practice <p>Teaching and Learning Methods Research Methods</p> <p>Research Methods will be taught through a series of four interactive workshops, in conjunction with students undertaking UJGT7A-60-M (Research & Practice Portfolio) covering research design, quantitative and qualitative data collection, data analysis and writing up the research. The indicative content of the Research Methods course of study is:</p> <ul style="list-style-type: none"> - Information retrieval using paper-based and electronic sources and the analysis of 	

information gathered.

- Legal research techniques (including an introduction to research methodologies and theories, and to qualitative and quantitative research).
- The application, composition and presentation of legal research (including presentation of summaries of relevant current law), particularly in the context of the presentation of the Portfolio.
- Introduction to reflective learning (with particular reference to legal practice and the role of reflective learning in the preparation and completion of the Portfolio).

Seminars and practical activities enable students to make sense and experience first-hand the challenges understanding planning, designing, implementing, analysing and writing up their own research

Students will complete a research Proposal (not assessed) which will form the basis of preliminary discussions about the research.

Portfolio

The Portfolio will comprise between 9,000 and 12,000 words in total. It will consist of a portfolio of know-how within an area of practice.

Process

During the completion of the Portfolio, primary support will be given by the student's supervisor who acts as an adviser and mentor to the student, providing a contact point when ideas need to be explored or problems discussed. The supervisor will also provide written feedback on drafts of the students work


In addition, student support will also be available from the Module Leader. They will be involved in preliminary discussions with students over initial topic ideas and their viability, the development of a preliminary research proposal, choice of appropriate project supervisors and matters of access. The module leader will monitor the progress of students and take action when required

On the basis of the Proposal, the student will be assigned a Supervisor. The Supervisor may recommend alterations to the Proposal.

This is largely a project of self-study. The Supervisor will provide assistance and guidance for the student. The role of the Supervisor is to comment on the student's proposals and ideas (including research methodologies; sources found and to be used; the content of the developing work, and the final presentation of the Portfolio).

It is expected that students and supervisors will meet on at least four formal occasions.

Key Information Sets Information (KIS)

Key Information Set - Module data				
<i>Number of credits for this module</i>				
				45
Hours to be allocated	Scheduled learning and teaching study hours	Independent study hours	Placement study hours	Allocated Hours
450	25	425	0	450
				

Contact Hours

Total Assessment	<p>The table below indicates as a percentage the total assessment of the module which constitutes a;</p> <p>Written Exam: Unseen or open book written exam Coursework: Written assignment or essay, report, dissertation, portfolio, project or in class test Practical Exam: Oral Assessment and/or presentation, practical skills assessment, practical exam (i.e. an exam determining mastery of a technique)</p> <table border="1" data-bbox="614 421 1310 656"> <tr> <td colspan="2">Total assessment of the module:</td> <td></td> <td></td> </tr> <tr> <td>Written exam assessment percentage</td> <td></td> <td>0%</td> <td></td> </tr> <tr> <td>Coursework assessment percentage</td> <td></td> <td>100%</td> <td></td> </tr> <tr> <td>Practical exam assessment percentage</td> <td></td> <td>0%</td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td>100%</td> </tr> </table>	Total assessment of the module:				Written exam assessment percentage		0%		Coursework assessment percentage		100%		Practical exam assessment percentage		0%					100%
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Reading List	<p>No set text is applicable to this module but specific reading guidance may be made available for individual student's Portfolio.</p> <p>Students are expected to develop a Reading strategy in line with the research topic for their Portfolio. This should enable them to evaluate the existing literature relevant to the chosen issue</p> <p>Students are encouraged to make full use of the resources available through membership of the University. 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>																				
	<p>Indicative Sources:</p> <p>1. Research Methods</p> <p>All the paper-based and electronic sources available to UWE students at or via the university's Library and/or the LPC/BVC Resource Room.</p> <p>2. Portfolio</p> <p>Those primary sources (statutory and case law), practitioner works, professional journals and academic works referred to in the Proposal, together with other appropriate and relevant materials referred to by the student in the Portfolio.</p>																				

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First CAP Approval Date	16 November 2016			
Revision CAP Approval Date <i>Update this row each time a change goes to CAP</i>		Version		<i>Link to RIA</i>