



Module Specification

Part 1: Basic Data					
Module Title	Foundation Skills Development				
Module Code	UINV8A-30-0	Level	0	Version	1
Credit Rating	30	ECTS Credit Rating	15	WBL module?	No
Owning Faculty	Hartpury	Field	Animal and Land Sciences		
Department	Animal	Module Type	Standard		
Contributes towards	BA (Hons) Equine Business Management BA (Hons) Equine Business Management (SW) BA (Hons) Sports Business Management BA (Hons) Sports Business Management (SW) BSc (Hons) Applied Animal Science BSc (Hons) Applied Animal Science (SW) BSc (Hons) Applied Animal Science with Therapy BSc (Hons) Applied Animal Science with Therapy (SW) BSc (Hons) Animal Behaviour and Welfare BSc (Hons) Bioveterinary Science BSc (Hons) Equestrian Sports Science BSc (Hons) Equine Science BSc (Hons) Equine Science (SW) BSc (Hons) Equine Science with Therapy BSc (Hons) Equine Science with Therapy (SW) BSc (Hons) Sport and Exercise Nutrition BSc (Hons) Sport and Exercise Nutrition (SW) BSc (Hons) Sport and Exercise Science BSc (Hons) Sport and Exercise Science (SW) BSc (Hons) Physical Education and School Sport BSc (Hons) Strength and Conditioning BSc (Hons) Strength and Conditioning (SW)				
Pre-requisites	None	Co- requisites	None		
Excluded Combinations	None	Module Entry requirements	None		
Last Major Approval Date	V1 27 April 2017	Valid from	V1 01 September 2017		
Amendment Approval Date		Revised with effect from			

Part 2: Learning and Teaching	
Learning Outcomes	On successful completion of this module students will be able to: <ol style="list-style-type: none"> 1. Access library resources and other support services in order to facilitate research, problem solving and study skills (B). 2. Engage in group-working skills – both face-to-face, and facilitated by technology (B). 3. Demonstrate an understanding of the scientific method and enquiry (A). 4. Perform numerical calculations and use mathematical techniques in analysing data and solving problems (A). 5. Use appropriate software to process, display, interpret and communicate data (B).

	<p>6. Explain how stress management techniques can be used to promote wellness in higher education (B)</p> <p>7. Complete tasks within a time constrained examination environment (A)</p>																									
Syllabus Outline	<p>The information technology element of this module is skills and competency based, and aims to support and enhance the development of generic data processing, presentation and learning skills which will enhance the effectiveness students as they embark upon their graduate careers. Specifically, the module will introduce the following:</p> <ul style="list-style-type: none"> • The Higher Education learner – exploring the roles of student, lecturer and tutor within modern Higher Education and techniques for maximizing effective communication. • Self-management techniques, including time and stress management. • Maximising the usefulness of taught sessions, including effective preparation for taught sessions and note taking. • Keyboard skills to enable effective use of information technology. • IT Skills for processing raw data and using generic skills in the use of spreadsheets and various presentation packages. • Resource access including library and VLE resources, and external sources of useful information when studying and researching problems. • Group working including roles within a group, group formation and exploring examples of good practice whilst working in groups. Included within this will be the use of technology to support effective group working practice. • Examinations including notes preparation, • Scientific methodology including examples from the history of science of how it has shaped society. • Mathematical methods and skills will be developed alongside an emphasis on their relevance and usefulness for the understanding and application of the knowledge. Specifically skills will be developed to support the processing of data and its subsequent analysis, interpretation and display. 																									
Teaching and Learning Methods	<p>The teaching methods are designed to engage students and scheduled sessions will include facilitated workshop time spent on practicing skills for assessment, future study and future employment. Students will have sessions which will be a mix of lecture, seminar and workshop activity with an emphasis on active learning in groups. Independent and group learning will be encouraged through guided reading, discussion forums and individual and group workshop preparation, assignment preparation and feedback. Students will be encouraged to develop as reflective learners.</p>																									
Key Information Sets Information	<p>HEFCE require Key Information Sets (KIS) to be produced at programme level for all undergraduate programmes of more than one year in length. KIS are comparable sets of standardised information about undergraduate courses allowing prospective students to compare and contrast between programmes they are interested in applying for.</p> <table border="1" data-bbox="488 1563 1377 1912"> <thead> <tr> <th colspan="5">Key Information Set - Module data</th> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </thead> <tbody> <tr> <td colspan="4">Number of credits for this module</td> <td>30</td> </tr> <tr> <th>Hours to be allocated</th> <th>Scheduled learning and teaching study hours</th> <th>Independent study hours</th> <th>Placement study hours</th> <th>Allocated Hours</th> </tr> <tr> <td>300</td> <td>96</td> <td>204</td> <td>0</td> <td>300</td> </tr> </tbody> </table> <p>The table below indicates as a percentage the total assessment of the module which constitutes a -</p> <p>Written Exam: Unseen written exam, open book written exam, In-class test Coursework: Written assignment or essay, report, dissertation, portfolio, project</p>	Key Information Set - Module data										Number of credits for this module				30	Hours to be allocated	Scheduled learning and teaching study hours	Independent study hours	Placement study hours	Allocated Hours	300	96	204	0	300
Key Information Set - Module data																										
Number of credits for this module				30																						
Hours to be allocated	Scheduled learning and teaching study hours	Independent study hours	Placement study hours	Allocated Hours																						
300	96	204	0	300																						

	<p>Practical Exam: Oral Assessment and/or presentation, practical skills assessment, practical exam</p> <p>Please note that this is the total of various types of assessment and will not necessarily reflect the component and module weightings in the Assessment section of this module description:</p> <table border="1" data-bbox="604 331 1265 566"> <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>25%</td> <td></td> </tr> <tr> <td>Coursework assessment percentage</td> <td></td> <td>0%</td> <td></td> </tr> <tr> <td>Practical exam assessment percentage</td> <td></td> <td>75%</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		25%		Coursework assessment percentage		0%		Practical exam assessment percentage		75%					100%
Total assessment of the module:																					
Written exam assessment percentage		25%																			
Coursework assessment percentage		0%																			
Practical exam assessment percentage		75%																			
			100%																		
<p>Reading Strategy</p>	<p>Essential reading Any essential reading will be indicated clearly, along with the method for accessing it, e.g. students may be expected to purchase a set text, be given a study pack or be referred to texts that are available electronically, or in the Library. Module guides will also reflect the range of reading to be carried out.</p> <p>Further reading Further reading is advisable for this module, and students will be encouraged to explore at least one of the titles held in the library on this topic. A current list of such titles will be given in the module handbook and revised annually.</p> <p>Access and skills Formal opportunities for students to develop their library and information skills are provided within the induction period and student skills sessions. Additional support is available through online resources. This includes interactive tutorials on finding books and journals, evaluation information and referencing. Sign up workshops are also offered.</p>																				
<p>Indicative Reading List</p>	<p>The following list is offered to provide an indication of the type and level of information students may be expected to consult. As such, its currency may wane during the life span of the module specification. However, as indicated above, CURRENT advice on readings will be available via other more frequently updated mechanisms.</p> <p>Poulson, L., and Wallace, M. eds. (Current Edition) Learning to Read Critically in Teaching & Learning. London: Sage Robbins, S. (Current Edition) Science Study Skills. Basingstoke: Palgrave Macmillan. Cottrell, S. (Current Edition) The Study Skills Handbook. 2nd ed. Basingstoke: Palgrave Macmillan.</p>																				

Part 3: Assessment

Assessment Strategy	<p>The assessment for this module is focussed on supporting students to demonstrate that they have acquired skills that they will be able to apply to support continued study within their degree course, higher levels of education and in the future workplace. The portfolio enables a student to demonstrate and display their practical skills.</p> <p>The examination will be under controlled conditions and as such the student will have to complete tasks using some of the practical skills that they have developed during the module. This will be time constrained and introduce students to written examinations and enable them to put into practice their techniques for preparation for and performance within examination environments.</p> <p>In line with the Institution's commitment to facilitating equal opportunities, a student may apply for alternative means of assessment if appropriate. Each application will be considered on an individual basis taking into account learning and assessment needs. For further information regarding this please refer to the VLE.</p>
----------------------------	--

Identify final assessment component and element	Portfolio	
% weighting between components A and B (Standard modules only)	A: 25%	B: 75%
First Sit		
Component A (controlled conditions) Description of each element	Element weighting (as % of component)	
1. Mid-module examination (1 hour)	100%	
Component B Description of each element	Element weighting (as % of component)	
1. Portfolio of skills (equivalent to 3000 words)	100%	

Resit (further attendance at taught classes is not required)		
Component A (controlled conditions) Description of each element	Element weighting (as % of component)	
1. Mid-semester examination (1 hour)	100%	
Component B Description of each element	Element weighting (as % of component)	
1. Portfolio (equivalent to 3000 words)	100%	
<p>If a student is permitted a retake of the module under the Academic Regulations and Procedures, the assessment will be that indicated by the Module Specification at the time that retake commences.</p>		