



## MODULE SPECIFICATION

Part 1: Information			
Module Title	Professional Experience		
Module Code	UBGMYQ-15-3	Level	Level 6
For implementation from	2019-20		
UWE Credit Rating	15	ECTS Credit Rating	7.5
Faculty	Faculty of Environment & Technology	Field	Geography and Environmental Management
Department	FET Dept of Geography & Environmental Mgmt		
Module type:	Standard		
Pre-requisites	None		
Excluded Combinations	Placement 2019-20		
Co- requisites	None		
Module Entry requirements	None		

Part 2: Description
<p><b>Features:</b> Module Entry requirements: 90 credits at level two</p> <p><b>Educational Aims:</b> This module allows you to follow a programme of professional experience with an organisation of your choice to help meet your professional goals. These goals will have arisen from the coaching offered at level two, such as through Professional Development for Geographers. After selecting Professional Experience, you will be encouraged to make use of the careers' service of the university to help identify the type of work that you might foresee yourself undertaking in the future, and the type of organisation that could provide this. You will be offered help to identify eligible organisations and to ensure you are sufficiently confident and prepared to make an approach for securing work experience.</p> <p>In addition to the Learning Outcomes, through their individual experience it is likely that students will need to apply a range of skills and competencies. These include verbal and written communication, time-management, problem formulation and decision making, research and data collection, and teamwork.</p> <p><b>Outline Syllabus:</b> See Teaching and Learning Methods</p>

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**Teaching and Learning Methods:** After an organisation has been identified and agreed by module staff, you must complete a minimum of 30 days of professional experience. This experience can be programmed during a university holiday and / or during term time. Flexibility exists as to when the professional experience can start but experiences must be completed by the end of the semester two teaching block of level three. If you decide to undertake the experience during term-time, you must ensure there is an appropriate balance with other teaching and assessment requirements (you should not pursue work experience of more than 20 hours in any one week, or less if visa requirements dictate otherwise).

The nature and form of the professional experience you will undertake will depend on the type of organisation and the kind of activities and services it engages with. Although maximum benefit is likely to arise from you being physically based at the organisation, appropriate flexibility to this model can be applied on the agreement of the module team and the relevant organisation. You will need to develop a programme of work in collaboration with the organisation. Activities should be appropriate to your knowledge and experience and be capable of being completed in the agreed time. Module staff will be available to support this process and can, in exceptional circumstances, prepare a schedule of work should difficulties be encountered (for instance where an organisation withdraws their support at late notice or at a mid-point in the experience).

You will need to ensure that your selected organisation, and your programme of work, is approved by module staff at the earliest opportunity; a form will be issued to students to collect information about the body and the type of work that is being envisaged. The form will also include check lists concerning health and safety and professional / research ethics.

You will be encouraged to access the support and resources of the university's careers service.

The nature of this support will depend on your particular requirements but could include:

Further support in developing and expressing professional goals and career ambitions.

Connecting you to students who have completed professional experience / placements in the past.

Offering guidance on how to look for eligible organisations, building upon previous advice and support.

Advice and feedback on CV construction, writing covering letters, completing application forms and interview preparation.

Information about health and safety, professional ethics, emotional resilience

### Part 3: Assessment

The module is assessed by two components. Component A is weighted at 25% with Component B being weighted at 75%.

#### Component A

Individual presentation. Learning outcomes 1 - 6.

You will need to deliver an individual 10-minute presentation. This will require you to reflect on your choice of organisation and to explain how the body, and its work, connects with your professional ambitions and goals. As part of this, you will need to make connections with the goals you developed at level two (for instance through Professional Development for Geographers). The presentation will also require you to reflect on the relationship between your programme of study and the type of activities, and professional context, of your selected organisation. The presentation will need to outline the scope of the work programme to be presented under.

#### Component B.

The form of the presentation, and its draft content, can be discussed with module staff in advance. The

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presentation will be scheduled during the January assessment block to ensure sufficient progress is being made.

It is acknowledged that you may be at different stages of your experience at the time at which the presentation is held. For some, the experience may be complete (e.g. if the experience was gained through the summer holiday or first semester) but for others it may be ongoing. In some cases, the experience may not have started but it is expected that the student will have identified an appropriate organisation to link their experience with by this time.

### Component B

Individual report. Learning outcomes 1-6.

You will need to prepare a 2,000 word report that outlines the nature of the work completed. The report should explain how your time at the organisation was spent and the key outputs that you successfully contributed to (which should be appended to your report where possible). In doing so, you should refer to relevant legal, ethical and professional issues that you might have encountered. Your report will need to identify the skills and competencies that you had to apply, and were subsequently developed, by the experience. By way of a conclusion, you will need to reflect on your future professional development by outlining the steps that you feel will be necessary for furthering your career ambitions.

Formative feedback on the report will be provided through the contact that you will have with the module team.

You will be allocated a project tutor who will provide a maximum of 5 hours of support during the experience. You can also discuss report content with relevant staff at the organisation.

**Resit information** Students who fail the module at the first attempt will be required to re-deliver their presentation and/or resubmit their individual report as appropriate. To be eligible for the resit students will need to have completed the minimum of 30 days of professional experience.

First Sit Components	Final Assessment	Element weighting	Description
Report - Component B	✓	75 %	Individual report (2000 words)
Presentation - Component A		25 %	Individual presentation (10 minutes)
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Report - Component B	✓	75 %	Individual report (2000 words)
Presentation - Component A		25 %	Individual presentation (10 minutes)

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<b>Part 4: Teaching and Learning Methods</b>																	
Learning Outcomes	<p>On successful completion of this module students will achieve the following learning outcomes:</p> <table border="1"> <thead> <tr> <th style="text-align: left;"><b>Module Learning Outcomes</b></th> <th style="text-align: left;"><b>Reference</b></th> </tr> </thead> <tbody> <tr> <td>Demonstrate a critical understanding of the world of work, contemporary professional life and professional workplaces</td> <td>MO1</td> </tr> <tr> <td>Analyse their own work experience and the development of their own professional skills</td> <td>MO2</td> </tr> <tr> <td>Show how skills and knowledge gained on their academic programme can be applied to, and enhanced during, professional practice</td> <td>MO3</td> </tr> <tr> <td>Demonstrate understanding of legal, social, ethical and professional issues as applied to their professional sector</td> <td>MO4</td> </tr> <tr> <td>Demonstrate reflective practice as applied to their own personal and professional development</td> <td>MO5</td> </tr> <tr> <td>Synthesise their own continuing professional development</td> <td>MO6</td> </tr> </tbody> </table>	<b>Module Learning Outcomes</b>	<b>Reference</b>	Demonstrate a critical understanding of the world of work, contemporary professional life and professional workplaces	MO1	Analyse their own work experience and the development of their own professional skills	MO2	Show how skills and knowledge gained on their academic programme can be applied to, and enhanced during, professional practice	MO3	Demonstrate understanding of legal, social, ethical and professional issues as applied to their professional sector	MO4	Demonstrate reflective practice as applied to their own personal and professional development	MO5	Synthesise their own continuing professional development	MO6		
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Reading List	<p><i>The reading list for this module can be accessed via the following link:</i></p> <p><a href="https://uwe.rl.talis.com/index.html">https://uwe.rl.talis.com/index.html</a></p>																

<b>Part 5: Contributes Towards</b>	
This module contributes towards the following programmes of study:	