



Module Specification

Professional Development and Research Methods

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Contents

Module Specification	1
Part 1: Information	2
Part 2: Description	2
Part 3: Teaching and learning methods	3
Part 4: Assessment.....	5
Part 5: Contributes towards	6

Part 1: Information

Module title: Professional Development and Research Methods

Module code: UMCDPC-30-2

Level: Level 5

For implementation from: 2023-24

UWE credit rating: 30

ECTS credit rating: 15

Faculty: Faculty of Business & Law

Department: FBL Dept of Business & Management

Partner institutions: None

Delivery locations: Not in use for Modules

Field: Business and Management Cross-Disciplinary

Module type: Module

Pre-requisites: None

Excluded combinations: None

Co-requisites: None

Continuing professional development: No

Professional, statutory or regulatory body requirements: None

Part 2: Description

Overview: This module forms part of the core taught provision on the BA (Hons) Leadership and Management Practice (TopUp) programme. As the first taught module on this programme it supports students' transition onto an academic programme by equipping them with essential academic writing and research skills and supporting students in developing a learning portfolio. The module also develops

their understanding of coaching and mentoring practice and reflection to support their personal development on the programme and in the workplace.

Features: Not applicable

Educational aims: Students are required to develop a Learning Portfolio documenting their learning journey and guiding their continuous integration of theory and practice. This portfolio of evidence will include a range of materials in reflection on previous and current workplace practice and new knowledge developed over the period of the module. It provides evidence of the students' ability to demonstrate leadership and management concepts and to reflect on their personal development. More specifically, the portfolio will evidence the application of knowledge/ skills/ competencies and professional behaviours which may be presented in the form of reports, minutes, reflection, demonstrations, presentations, feedback from managers and peers.

Outline syllabus: Although the portfolio development largely involves self-directed private study supported, there will be support sessions as appropriate, which may cover topics such as:

Development of learning portfolios

Critical thinking and writing

Sense-making and learning in action developing critical reflection

Evidencing work based learning

Research Methods (including research ethics best practice and ethics approval process)

Part 3: Teaching and learning methods

Teaching and learning methods:

Supervisory sessions will support students in the development of their learning portfolio and there will be online support from both library and technologist. Students will be required to use software which supports the development of electronic portfolio's (such as pebble pad). Action learning sets may also be used to provide points of group supervision enabling peer-to-peer learning.

There is a focus on flipped delivery supported by technology: here the delivery of core theoretical concepts moves from the classroom into the online space (pre block delivery) and synchronous sessions (block delivery) focus on collaborative learning, sense making and sharing of experiences. Post block delivery online activities help the student to apply their learning to the context of their organisation and personal and professional development.

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

MO1 Demonstrate a reflective understanding of how subject specific knowledge transfers into the workplace

MO2 Demonstrate the ability to exercise significant reflective judgement in a range of situations

MO3 Demonstrate skills acquired through continuous professional development in the workplace

MO4 Demonstrate an understanding and practice of coaching and mentoring in the workplace

MO5 Demonstrate an understanding of the practical issues involved in carrying out applied research, including a knowledge of the value, nature, uses, and limitations or a range of research methods identifying the appropriate use of quantitative and qualitative methods

MO6 Differentiate the value of information from different types of study designs and sources, identifying the value of different sources of data in drawing conclusions from published literature and justifying conclusions

MO7 Demonstrate an understanding of ethical issues in applied research

MO8 Effectively communicate and present the results of a work based study

Hours to be allocated: 300

Contact hours:

Independent study/self-guided study = 260 hours

Face-to-face learning = 40 hours

Total = 300

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

Part 4: Assessment

Assessment strategy: Students are required to provide a range of materials and documents generated over the period of the module which provide evidence of their ability to apply management concepts to professional practice, and professional behaviours. This is a reflection of the students learning journey to date, and evidence capturing and demonstrating students ability to apply theory to experience/ experience to theory, and their professional development, including progress reviews and notes of quarterly meetings between tutor, manager and student.

Summative assessment is as described above. Formative feedback is built into the module design and provides opportunities for peer and tutor feedback with regards to developing thinking and approaches to assessment and working with the assessment criteria.

Assessment components:

Portfolio (First Sit)

Description: Reflection on learning portfolio (5000 words)

Weighting: 100 %

Final assessment: Yes

Group work: No

Learning outcomes tested: MO1, MO2, MO3, MO4, MO5, MO6, MO7, MO8

Portfolio (Resit)

Description: Reflection on learning portfolio (5000 words)

Weighting: 100 %

Final assessment: Yes

Group work: No

Learning outcomes tested: MO1, MO2, MO3, MO4, MO5, MO6, MO7, MO8

Part 5: Contributes towards

This module contributes towards the following programmes of study:

Leadership and Management Practice {Apprenticeship-UWE} {Top-Up} [Frenchay]

BA (Hons) 2023-24