2017-18

UWE Bristol | University of the West of England

MODULE SPECIFICATION

Part 1: Information			
Module Title	Personal and Professional Development		
Module Code	UMCDPR-15-M	Level	M
For implementation from	September 2018		
UWE Credit Rating	15	ECTS Credit Rating	7.5
Faculty	FBL	Field	Business and Management Cross Disciplinary
Department	BBS: Business and Management		
Contributes towards	MSc International Management		
Module type:	Standard		
Pre-requisites	None		
Excluded Combinations	None		
Co- requisites	None		
Module Entry requirements	N/A		

Part 2: Description

The PPD is the programme spine module that applies a practice-focused teaching and learning approach. Through the vehicle of a team-based business simulation students will be able to link their learning experiences with practice. Students will further develop their interpersonal and communication skills. Emphasis is placed on the relevance and applicability of knowledge to students' own individual professional and academic development with respect to their future careers in the International Business domain.

The module will run over two semesters in order to bring together learning from across the taught element of the programme and students will be required to critically reflect on their learning alongside their engagement with a team-based business simulation.

Aspects covered:

- The importance of self-observation, critical reflection and how to undertake it
- Professional development planning and goal-setting
- Professionalism, ethics and inter-cultural issues in business and management
- The role of career planning and Continuing Professional Development
- Interpersonal skill sets for business professionals
- Questions and debates related to the nature and use of evidence and how it relates to managerial decision-making, continuing professional development and academic study

Learning in the module is achieved through a combination of class-based activity, team-based activity and independent study, supported by online materials and a web-based business simulation.

Students will start this module when they commence their masters programme with an introduction to professional

development planning, reflective learning and the construction of a portfolio. The business simulation will be introduced during semester 1 with teams organised by the module team i.e. teams are not self-selecting.

There will be an opportunity at the end of each module within the programme for students to be given support in reflecting on what they will take from each module into their portfolio.

Part 3: Assessment

The assessment comprises two parts:

Component A: 30-minute team presentation based on the business simulation (70%)
Component B: Personal and Professional Development Portfolio (30%)

A. 30-minute team presentation based on the business simulation:

Student teams are required to give a 30-minute presentation including QA based on the performance of their virtual company linked to their learning across the programme. All team members will be awarded the same mark for the presentation, however a peer evaluation element will be included that will provide scope to differentiate marks as appropriate.

B. Personal and Professional Development portfolio

Building on their initial personal development plans, students will be required to critically reflect on their individual learning throughout the programme and how this has, or they believe will, help shape their future career. The critical reflections should provide evaluation of the extent to which they have used relevant concepts and theories to make a contribution to their future career as well as their own learning.

The portfolio will include an overarching piece of reflection on the programme experience as a whole. This reflective piece needs to highlight the transferrable skills that have been gained/developed and how they believe their learning from the programme can be applied to their future careers.

Students are encouraged to work with tutors throughout the programme to gain formative feedback and support with using the tools needed to create their portfolios. Students are encouraged to be innovative and creative in meeting the outcomes for the assessment.

Identify final timetabled piece of assessment (component and element)	**Component A**	
	A:	**B**:
% weighting between components A and B (Standard modules only)	**70%**	**30%**

First Sit	
Component A (controlled conditions) **Description of each element**	**Element weighting** (as % of component)
1. Team presentation (30-Minutes) based on the business simulation	100%
Component B **Description of each element**	**Element weighting** (as % of component)
1. Personal and Professional Development portfolio	100%
Resit (further attendance at taught classes is not required)	
Component A (controlled conditions) **Description of each element**	**Element weighting** (as % of component)
1. Individual presentation (20-minutes) based on the business simulation and personal reflection	100%
Component B **Description of each element**	**Element weighting** (as % of component)
1. Personal and Professional Development portfolio	100%

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Part 4: Learning Outcomes & KIS Data

Learning Outcomes	On successful completion of this module students will be able to: • communicate effectively and present themselves with confidence in business/management contexts (Components A & B) • demonstrate their ability to gain self-awareness of their own interpersonal skills and how to improve these through critical self-reflection (Components A & B) • evidence their evaluation and application of relevant theories, concepts knowledge in business/management contexts and reflect on their professional development through this process (Components A & B) • evidence their ability to continue learning through critical reflection on practice, experience and their development through the programme (Component B) • understand issues of team constitution, coaching and mentoring, delegation, development and management in a multi-cultural team environment (Component A)
Key Information Sets Information (KIS) Contact Hours	**Key Information Set - Module data** *Number of credits for this module* 15

Hours to be allocated	Scheduled learning and teaching study hours	Independent study hours	Placement study hours	Allocated Hours	
150	36	114	0	150	✅

The table below indicates as a percentage the total assessment of the module which constitutes a;

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)

Total Assessment

Total assessment of the module:	
Written exam assessment percentage	0%
Coursework assessment percentage	100%
Practical exam assessment percentage	0%
	100%

Reading List	Please access reading list here https://uwe.rl.talis.com/lists/7585E4D9-D82A-75F3-9D03-5C1A928E01D3.html

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First CAP Approval Date	7 March 2018 link to RIA			
Revision CAP Approval Date *Update this row each time a change goes to ASQC*		Version	*2*	*Link to RIA*