



Module Specification

Personal and Professional Development

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Part 1: Information

Module title: Personal and Professional Development

Module code: UMCDPR-15-M

Level: Level 7

For implementation from: 2023-24

UWE credit rating: 15

ECTS credit rating: 7.5

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: Not applicable

Features: Not applicable

Educational aims: See Learning Outcomes.

This module aims at introducing and developing students' academic and professional skills. In line with this, the module focuses on helping students

understand and develop a range of interpersonal and academic skills such as presentation skills, teamwork, reflective writing, critical thinking, critical writing, etc. The module supports the overall programme delivery focusing on introducing and developing transferable skills required across modules.

Outline syllabus: The syllabus includes:

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

Part 3: Teaching and learning methods

Teaching and learning methods: The PPD module applies a practice-focused teaching and learning approach where students have an opportunity to understand and experience various transferable skills within class exercises (such as interpersonal and communication skills, critical writing, and teamwork). Emphasis is placed on the relevance and applicability of knowledge to students' own individual professional and academic development concerning their future careers in the International Business domain.

At the end of the module, students will be required to critically reflect on their development of transferable skills and provide a personal development plan for future development.

Students on the two year including placement route will complete a series of online activities in addition to this as part of their preparation for the placement.

These extra activities will cover placement specific topics (such as UK regulations and careers and development materials). These activities will be monitored as part of their engagement with the placement related activities, thus ensuring they cover fundamental materials and information to assist them with finding and securing a placement.

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

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

MO1 Demonstrate an understanding of the academic and interpersonal skills necessary to succeed in the programme and future employment.

MO2 Critically reflect on their personal & professional development.

MO3 Critically evaluate their role in the management and achievement of group aims and outcomes in multi-cultural team environments.

Hours to be allocated: 150

Contact hours:

Independent study/self-guided study = 102 hours

Face-to-face learning = 22 hours

Total = 124

Reading list: The reading list for this module can be accessed at [readinglists.uwe.ac.uk](https://rl.talis.com/3/uwe/lists/9357BBEF-0CB6-AC5B-7AEF-9EB5337A3882.html?lang=en-GB&login=1) via the following link <https://rl.talis.com/3/uwe/lists/9357BBEF-0CB6-AC5B-7AEF-9EB5337A3882.html?lang=en-GB&login=1>

Part 4: Assessment

Assessment strategy: The assessment comprises one task worth 100% of the module mark.

Individual reflection (1500 words)

The individual reflection builds on their initial skills audit and personal development plans. Students will be required to critically reflect on their individual development throughout the programme and how this has, or they believe will, help shape their future careers. This reflective piece needs to highlight the transferrable skills that have been gained/developed and how they believe their learning from the experiences from this programme can be applied to their future careers.

Assessment components:**Reflective Piece (First Sit)**

Description: Individual reflection (1500 words)

Weighting: 100 %

Final assessment: Yes

Group work: No

Learning outcomes tested: MO1, MO2, MO3

Reflective Piece (Resit)

Description: Individual reflection 1500 words

Weighting: 100 %

Final assessment: Yes

Group work: No

Learning outcomes tested: MO1, MO2, MO3

Part 5: Contributes towards

This module contributes towards the following programmes of study:

International Business Management [NepalBrit] MSc 2023-24

International Management [Frenchay] MSc 2023-24