



MODULE SPECIFICATION

Part 1: Information

Module Title	Professional Skills		
Module Code	UTTNB8-15-2	Level	2
For implementation from	September 2019		
UWE Credit Rating	15	ECTS Credit Rating	7.5
Faculty	Arts, Creative Industries and Education	Field	Primary Early Childhood and Education Studies
Department	Education and Childhood		
Contributes towards	BA (Hons) Education BA (Hons) Education with Foundation Year BA(Hons) Education (Special Needs) BA(Hons) Education (Digital Learning) BA(Hons) Early Childhood		
Module type:	Standard		
Pre-requisites	N/A		
Excluded Combinations	N/A		
Co- requisites	N/A		
Module Entry requirements	N/A		

Part 2: Description

This module will provide an exploration of professional skills, attributes and behaviours, including models of group working, leadership, project working, self-awareness, communicating effectively and resilience. It will also explore the values which underpin professional behaviours and decisions.

Through theory and practice students will be able to identify hard and soft skills pertaining to professional contexts and undertake a personal skills audit to highlight development needs for yourself and others. This will support them in identifying and securing suitable work based learning opportunities for their practice module, and how to access them.

Students will be introduced to a range of resources to support them in their skills and career development.


Students will also reflect on examples from their own experiences, including building on experiences gained on the programme and outside of their studies.

The module will also involve learning to give and receive professional feedback whilst working with peers.

The approach taken will involve relating theory to practice, and ensuring work undertaken gives students an understanding of how models translate into working environments.

This will focus on students' own skills development and provide a critical opportunity to develop ways of working which will support them in their future career.

Part 3: Assessment		
<p>The Portfolio in this module will consist of tasks that challenge the student within each of the module foci. The assessment will require students to link theory to practice and to reflect constructively on their own strengths and areas for development. Flexibility of content within the structure will support a student focused engagement to support student pathway choices.</p> <p>This personalisation will ensure the assessment meets controlled conditions.</p> <p>The assessment will comprise a portfolio of tasks which will include written and multimedia entries. This is likely to include responses to a simulation which draw on theory and practice. It will also include reflections on their own professional skills with examples from experiences.</p>		
Identify final timetabled piece of assessment (component and element)	A	
% weighting between components A and B (Standard modules only)	A:	B:
	100%	
First Sit		
Component A (controlled conditions) Description of each element	Element weighting (as % of component)	
1. Portfolio	100%	
Component B Description of each element	Element weighting (as % of component)	
N/A		
Resit (further attendance at taught classes is not required)		
Component A (controlled conditions) Description of each element	Element weighting (as % of component)	
1. Portfolio	100%	
Component B Description of each element	Element weighting (as % of component)	
N/A		
Part 4: Learning Outcomes & KIS Data		
Learning Outcomes	<p>On successful completion of this module students will be able to:</p> <ol style="list-style-type: none"> 1. Critically evaluate a range of professional skills, attributes and behaviours, including professional communication and key features of effective leadership. 2. Understand the ethical issues and practical implications of statutory requirements, including equality legislation, information sharing and safeguarding 3. Identify appropriate further professional skills development to support professional futures 4. Identify professional outcomes suitable to career trajectory 	

Key Information Sets Information (KIS)	Key Information Set - Module data																			
	Number of credits for this module					15														
Contact Hours	Hours to be allocated	Scheduled learning and teaching study hours	Independent study hours	Placement study hours	Allocated Hours															
	150	36	114	0	150															
Total Assessment	The table below indicates as a percentage the total assessment of the module which constitutes a;																			
	<p>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)</p> <table border="1"> <tr> <td colspan="2">Total assessment of the module:</td> <td></td> </tr> <tr> <td>Written exam assessment percentage</td> <td></td> <td>0%</td> </tr> <tr> <td>Coursework assessment percentage</td> <td></td> <td>100%</td> </tr> <tr> <td>Practical exam assessment percentage</td> <td></td> <td>0%</td> </tr> <tr> <td></td> <td></td> <td>100%</td> </tr> </table>					Total assessment of the module:			Written exam assessment percentage		0%	Coursework assessment percentage		100%	Practical exam assessment percentage		0%			100%
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Written exam assessment percentage		0%																		
Coursework assessment percentage		100%																		
Practical exam assessment percentage		0%																		
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Reading List	Indicative reading <ul style="list-style-type: none"> Benson, J. (2018) <i>Working More Creatively with Groups</i>, 4th ed. Oxford: Routledge De Sutter, Jan (2017) <i>Make that leap! Starting out as a young professional</i> Preedy, M., Bennett, N. & Wise, C. (2012) <i>Educational Leadership: Context, Strategy and Collaboration</i> Open University: Milton Keynes Dinsmore, Scott. (2012, October) <i>Scott Dinsmore: How to find work you love (video)</i> www.ted.com/talks/scott_dinsmore_how_to_find_work_you_love?rid=1gAZ133z6uD2#t-389442 UWE Careers Toolkit : https://uwe.careercentre.me/Members 																			

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First Approval Date (and panel type)	<i>27th March 2019</i>			
Revision ASQC Approval Date		Version	<i>1</i>	<i>Link to Workspace</i>