



## MODULE SPECIFICATION

Part 1: Information			
Module Title	Personal and Professional Development (Business and Management)		
Module Code	UMCDRV-15-M	Level	Level 7
For implementation from	2020-21		
UWE Credit Rating	15	ECTS Credit Rating	7.5
Faculty	Faculty of Business & Law	Field	Business and Management Cross-Disciplinary
Department	FBL Dept of Business & Management		
Module Type:	Standard		
Pre-requisites	None		
Excluded Combinations	None		
Co-requisites	None		
Module Entry Requirements	None		
PSRB Requirements	None		

Part 2: Description
<p><b>Overview:</b> Students will start this module when they begin the MSc Business Management programme. It is designed to run alongside the taught delivery of the programme across the first two semesters and class-based activity as a consequence will be periodic rather than weekly. Emphasis is placed on the relevance and applicability of knowledge to students' own individual professional and academic development with respect to their future careers.</p> <p><b>Educational Aims:</b> See Learning Outcomes.</p> <p><b>Outline Syllabus:</b> The aspects covered may vary depending on the needs of the cohort, however the main aspects covered will be:</p> <ul style="list-style-type: none"> <li>The importance of self-observation, critical reflection and how to undertake it</li> <li>The role of career planning and Continuing Professional Development</li> <li>Professional development planning and goal-setting</li> <li>Interpersonal skill sets for business professionals</li> <li>Nature and use of evidence and how it relates to continuing professional development and academic study.</li> </ul>

## STUDENT AND ACADEMIC SERVICES

**Teaching and Learning Methods:** Learning in the module will be through a combination of class-based activity and independent study supported by online materials and students will be required to critically reflect on their learning.

### Part 3: Assessment

Throughout the programme students will be required to develop a portfolio with reflections on their personal and professional development building on an initial personal development plan. This may include knowledge and transferable skills gained, how their behaviour has changed over the course of the taught programme (i.e. 6 months) and how this personal development may be applied to their future career.

The portfolio will be synthesised by an overarching reflection referring to the programme learnings and experience overall. The portfolio itself will form an appendix to the overarching piece.

Students are encouraged to work with tutors from the full suite of modules across the programme to gain formative feedback and support in using the tools needed to create their portfolios. Students are encouraged to be innovative and creative in meeting the outcomes of the assessment.

The unique portfolio that forms the basis of the overarching reflection significantly reduce concerns associated with plagiarism.

First Sit Components	Final Assessment	Element weighting	Description
Portfolio - Component A	✓	100 %	Personal and Professional Development portfolio with synthesis.
Resit Components	Final Assessment	Element weighting	Description
Portfolio - Component A	✓	100 %	Personal and Professional Development portfolio with synthesis.

### Part 4: Teaching and Learning Methods

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

Module Learning Outcomes	Reference
Demonstrate their ability to gain self-awareness of their personal and interpersonal skills, personal effectiveness and how to improve these through critical self-reflection.	MO1
Evidence their evaluation and application of relevant theories, concepts knowledge in business management contexts.	MO2
Critically reflect on their professional development.	MO3
Evidence their ability to continue learning and their development during the taught programme through critical reflection.	MO4

Contact Hours	Independent Study Hours:
	Independent study/self-guided study
	126
	<b>Total Independent Study Hours:</b>
	126

## STUDENT AND ACADEMIC SERVICES

	<b>Scheduled Learning and Teaching Hours:</b>	
	Face-to-face learning	24
	<b>Total Scheduled Learning and Teaching Hours:</b>	24
	<b>Hours to be allocated</b>	150
	<b>Allocated Hours</b>	150
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>	

### Part 5: Contributes Towards

This module contributes towards the following programmes of study:

Business Management [Sep][FT][Frenchay][1yr] MSc 2020-21

Business Management [Sep][PT][Frenchay][3yr] MSc 2020-21

Business with International Human Resource Management [Jan][FT][Frenchay][1yr] MSc 2020-21

Business with Supply Chain Management [Jan][FT][Frenchay][1yr] MSc 2020-21

Business with Digital Management [Jan][FT][Frenchay][1yr] MSc 2020-21