



Module Specification

Personal and Professional Development (Business and Management)

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Part 1: Information

Module title: Personal and Professional Development (Business and Management)

Module code: UMCDRV-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: 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.

Features: Not applicable

Educational aims: See Learning Outcomes.

Outline syllabus: The aspects covered may vary depending on the needs of the cohort, however the main aspects covered will be:

The importance of self-observation, critical reflection and how to undertake it

The role of career planning and Continuing Professional Development

Professional development planning and goal-setting

Interpersonal skill sets for business professionals

Nature and use of evidence and how it relates to continuing professional development and academic study.

Part 3: Teaching and learning methods

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.

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

MO1 Demonstrate their ability to gain self-awareness of their personal and interpersonal skills, personal effectiveness and how to improve these through critical self-reflection.

MO2 Evidence their evaluation and application of relevant theories, concepts knowledge in business management contexts.

MO3 Critically reflect on their professional development.

MO4 Evidence their ability to continue learning and their development during the taught programme through critical reflection.

Hours to be allocated: 150

Contact hours:

Independent study/self-guided study = 126 hours

Face-to-face learning = 24 hours

Total = 150

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

Part 4: Assessment

Assessment strategy: 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.

Assessment components:

Portfolio (First Sit)

Description: Personal and Professional Development portfolio with synthesis.

Weighting: 100 %

Final assessment: Yes

Group work: No

Learning outcomes tested: MO1, MO2, MO3, MO4

Portfolio (Resit)

Description: Personal and Professional Development portfolio with synthesis.

Weighting: 100 %

Final assessment: Yes

Group work: No

Learning outcomes tested: MO1, MO2, MO3, MO4

Part 5: Contributes towards

This module contributes towards the following programmes of study:

Business with Supply Chain Management [NEU] MSc 2023-24

Business with Digital Management [NEU] MSc 2023-24

Business Management [NEU] MSc 2023-24

Business Management [Frenchay] MSc 2023-24

Business Management [Frenchay] MSc 2023-24

Business with Supply Chain Management [Frenchay] MSc 2023-24

Business with Digital Management [Frenchay] MSc 2023-24