



MODULE SPECIFICATION

Part 1: Information			
Module Title	Academic and Professional Development		
Module Code	UMCDQ3-15-3	Level	Level 6
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		

Part 2: Description
<p>Educational Aims: This module will equip the student with the necessary knowledge and transferable skills to support their academic study, professional and career development and future employability.</p> <p>Outline Syllabus: The following provides an indicative overview of the module content</p> <p>Academic and Transferable Skills:</p> <p>Searching for and critically evaluating academic and professional sources</p> <p>Reviewing academic literature</p> <p>Critical analysis of information and data</p> <p>Developing evidence-based arguments</p> <p>Referencing and academic practice</p>

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Career and Professional Development:

Introducing UWE Graduate Attributes' and employability and enterprise support (including Introduction to Gradlink)

Understanding the graduate labour market and the needs of employers

Understanding individual employability in context

Developing a global mindset

Alternative futures for business and management, accounting marketing and economics graduates

Developing a professional identity and designing a personal development plan

Graduate recruitment, selection and employability/application tools

Teaching and Learning Methods: The module supports students new to study at UWE to understand, develop, and demonstrate academic skills appropriate to the level of study, including research skills, good academic practice, developing evidence-based arguments and academic reading and writing. In doing so, students will research the graduate labour market appropriate to their career ambitions, whilst exploring key aspects of the critical knowledge, skills, and personal attributes that constitute individual employability and will enable them to make well-informed career choices. The module builds upon pre-entry preparation for study that students will be expected to have engaged with prior to the start of the module. This preparatory work will link to aspects of the module assessment and support students as they transition into their UWE programme. As such, the module will form part of an extended induction into final year study at UWE.

Academic and professional development are considered together through assessment requiring students to undertake academic research focused on a critical literature review of employability and the graduate market place as it relates to their personal career ambitions. Students will also reflect on their own employability, the knowledge, skills and attributes wanted by employers, how to plan for career success and navigate recruitment and selection processes. Students will be required to actively participate in a range of theoretical and practical activities as a means of better understanding their own development needs, all the while continuing to enhance their academic capabilities crucial to success on their UWE programme and beyond.

The module is delivered by a combination of lectures and workshops supported by faculty members and staff drawn from across the university. The module will also be supported and linked to the activities of the (international) academic personal tutors and the departmental direct entrant tutors, providing a focus for discussion regarding initial and ongoing development.

Part 3: Assessment

Assessment on this module is through a portfolio (of approximately 3000 words or equivalent) and group presentation.

The portfolio contains a number of elements intended to build the core academic skills that are vital for their study on the programme, while also enabling them to develop a n understanding of the graduate labour market and how to strengthen their employability, through the development of practical skills . The assessment is designed to enable students to be able to understand and articulate their possession of the UWE graduate attributes and supports students in the development of academic skills that will support synchronous and subsequent study on their programme. As such, and within the context of the programme, the module and its assessment strategy are closely related to the university's focus on producing ready and able graduates.

Indicative content of the portfolio:

Critical review of employability literature

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Assessment of students' 'personal' graduate labour market
 Employability self-assessment vis-à-vis desired job role
 Professional development plan
 Evaluation of their achievement of UWE Graduate Attributes
 Set of job application tools i.e. a graduate level CV, covering letter and online test results

The group presentation will give the opportunity to students to evaluate and compare the conditions of the graduate labour market for their degree of study in relevant context, informing also their own self-awareness about future opportunities and possible career destinations. It will also provide an opportunity to develop their ability to delivery professional presentations in virtual setting.

The assessment clearly relates to the module learning outcomes. Firstly, the assessment focuses on students evaluating their individual employability within its specific professional and labour market context. Secondly, completing the assessment students will be required to demonstrate the possession of both relevant knowledge and a range of skills and academic competencies.

The production and content of the portfolio will be highly individualised which will guard against plagiarism.

Students will be provided with the opportunity to gain formative feedback on assessed work in progress.

First Sit Components	Final Assessment	Element weighting	Description
Portfolio - Component B	✓	75 %	Career portfolio
Presentation - Component A		25 %	Online Group presentation (20 minutes plus 10 minutes for questions and answers) Students will submit the ppt & script in advance and deliver the presentation online via blackboard collaborate.
Resit Components	Final Assessment	Element weighting	Description
Portfolio - Component B	✓	75 %	Career portfolio
Presentation - Component A		25 %	Individual presentation (10 minutes) A recorded 10-minute presentation submitted via b/b.

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Part 4: Teaching and Learning Methods																	
Learning Outcomes	<p>On successful completion of this module students will achieve the following learning outcomes:</p> <table border="1"> <thead> <tr> <th style="text-align: left;">Module Learning Outcomes</th> <th style="text-align: left;">Reference</th> </tr> </thead> <tbody> <tr> <td>Demonstrate the skills necessary for success in academic study at the requisite level of study, including critical thinking, academic research, self-reflection and developing evidence-based arguments</td> <td>MO1</td> </tr> <tr> <td>Critically evaluate the operation of the graduate labour market as it relates to their own personal ambitions for post-graduate study or employment</td> <td>MO2</td> </tr> <tr> <td>Effectively articulate and evidence their graduate attributes as they relate to their chosen future</td> <td>MO3</td> </tr> </tbody> </table>	Module Learning Outcomes	Reference	Demonstrate the skills necessary for success in academic study at the requisite level of study, including critical thinking, academic research, self-reflection and developing evidence-based arguments	MO1	Critically evaluate the operation of the graduate labour market as it relates to their own personal ambitions for post-graduate study or employment	MO2	Effectively articulate and evidence their graduate attributes as they relate to their chosen future	MO3								
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Reading List	<p><i>The reading list for this module can be accessed via the following link:</i></p> <p>https://uwe.rl.talis.com/index.html</p>																

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Part 5: Contributes Towards

This module contributes towards the following programmes of study:

Business Management with Marketing {Top-Up} [Sep][FT][INTUNI][1yr] BA (Hons) 2020-21

Marketing {Top-Up} BA (Hons) 2020-21

Business Management with Marketing {Top-Up} [Sep][FT][Frenchay][1yr] BA (Hons) 2020-21

International Business Communication {Top-Up} BA (Hons) 2020-21

Business Management and Economics {Top-Up} [Sep][FT][Frenchay][1yr] BA (Hons) 2020-21

Business and Management {Top Up}[Sep][FT][Frenchay][1yr] BA (Hons) 2020-21

International Business Management {Top-Up} [Sep][FT][Frenchay][1yr] BA (Hons) 2020-21

International Business Management {Top-Up} [Sep][FT][NEU][1yr] BA (Hons) 2020-21

Banking and Finance {Top-Up} [Sep][FT][Frenchay][1yr] BA (Hons) 2020-21