

Liverpool John Moores University

Title: STUDY SKILLS
Status: Definitive
Code: **4001LDS** (104866)
Version Start Date: 01-08-2016

Owning School/Faculty: Education
Teaching School/Faculty: Education

Team	Leader
Jennifer Woods	Y

Academic Level: FHEQ4
Credit Value: 24
Total Delivered Hours: 60
Total Learning Hours: 240
Private Study: 180

Delivery Options

Course typically offered: Standard Year Long

Component	Contact Hours
Lecture	12
Online	35
Seminar	12
Tutorial	1

Grading Basis: 40 %

Assessment Details

Category	Short Description	Description	Weighting (%)	Exam Duration
Essay	AS1	'Patchwork' Assignment 3000 words	100	

Aims

To make evident to students the nature and value of effective communication skills, both written and oral, appropriate for both learning and working environments.

To give students the opportunity to develop and apply these skills.

To introduce students to a model for improving their own learning and performance, and to relate this to their academic work and personal career planning.

Learning Outcomes

After completing the module the student should be able to:

- 1 Identify and discuss the factors that determine effective communication.
- 2 Understand techniques for information selection, sequencing, and data retrieval for academic and personal research.
- 3 Produce concise, well structured essays and reports pertinent to a set brief.
- 4 Display a range of study skills, including note taking and reading skills, methods to enhance their academic achievement.
- 5 Effectively contribute to group work situations.
- 6 Develop a model for improving their own learning and performance to their academic study and to personal career planning.
- 7 Use appropriate IT packages effectively

Learning Outcomes of Assessments

The assessment item list is assessed via the learning outcomes listed:

Patchwork Assignment	1	2	3	4	5	6	7
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Outline Syllabus

Introduction to on-line learning.

Definitions and models of communication.

Study skills - time management/the brief/tutorials/lecture notes/plagiarism/exam techniques.

Study skills - reading techniques/essay and report writing/research skills.

Language and non-linguistic means of communication.

Information selecting and sequencing.

Oral presentations.

Working in groups (virtual or actual)

Improving personal learning and performance.

Learning Activities

Sessions will introduce new skills, review on-going learning activities and set targets for future activity. Progress will be reviewed by formative and summative assessment at regular stages throughout the module. Students will be encouraged to reflect on their progress and add these contributions to their assignment. Sessions will be supported via a designated web-site that contains all relevant information.

Notes

This module introduces students to the skills essential for life-long learning, which include Communication Skills, Academic Skills and Working in Groups. Importantly it gives students the opportunity to develop and apply these skills. Finally, it introduces students to a model for improving their own learning and performance, and to relate this to their academic work and personal career planning.