

Professional Skills Development 1

Module Information

2022.01, Approved

Summary Information

Module Code	4001SSLN
Formal Module Title	Professional Skills Development 1
Owning School	Business and Management
Career	Undergraduate
Credits	20
Academic level	FHEQ Level 4
Grading Schema	40

Teaching Responsibility

LJMU Schools involved in Delivery
Business and Management

Learning Methods

Learning Method Type	Hours
Lecture	10
Practical	20
Tutorial	10

Module Offering(s)

Display Name	Location	Start Month	Duration Number Duration Unit
SEP-MTP	MTP	September	12 Weeks

Aims and Outcomes

Aims	This module aims to develop students as independent and reflective learners, using a broad range of academic skills; able to take responsibility for their own performance, learning and actions; within the context of the events management profession.
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After completing the module the student should be able to:

Learning Outcomes

Code	Number	Description
MLO1	1	Demonstrate competence in academic, literacy and study skills.
MLO2	2	Communicate effectively in a format appropriate to the context and audience.
MLO3	3	Reflect on own performance in a range of contexts.
MLO4	4	Identify and reflect upon the following aspects of self-awareness in respect of personal development and career planning: strengths and weaknesses, motivations and values, ability to work with others

Module Content

Outline Syllabus	Models of reflection, learning styles, study skills, written and oral communication, selecting and referencing material, group communication, presentations, formal and informal communication in organisations, group dynamics, ICT skills, on-line searching, website analysis, fieldwork.
Module Overview	This module aims to develop you as an independent and reflective learner, using a broad range of academic skills. You will be able to take responsibility for your own performance, learning and actions within the context of the events management profession.
Additional Information	

Assessments

Assignment Category	Assessment Name	Weight	Exam/Test Length (hours)	Module Learning Outcome Mapping
Future Focus e-learning task	Self Awareness Statement	10	0	MLO4
Portfolio	Portfolio	90	0	MLO1, MLO2, MLO3, MLO4

Module Contacts

Module Leader

Contact Name	Applies to all offerings	Offerings
Valerie Makin	Yes	N/A

Partner Module Team

Contact Name	Applies to all offerings	Offerings
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