

Liverpool John Moores University

Title: ACADEMIC, PROFESSIONAL & MANAGEMENT AWARENESS
Status: Definitive
Code: **4003BUSAF** (117755)
Version Start Date: 01-08-2017

Owning School/Faculty: Academic Portfolio
Teaching School/Faculty: Academic Portfolio

Team	Leader
Michael Franco	Y

Academic Level: FHEQ4 **Credit Value:** 24 **Total Delivered Hours:** 52
Total Learning Hours: 240 **Private Study:** 188

Delivery Options

Course typically offered: Standard Year Long

Component	Contact Hours
Lecture	26
Workshop	26

Grading Basis: 40 %

Assessment Details

Category	Short Description	Description	Weighting (%)	Exam Duration
Report	AS1	Report covering contemporary issues in management	60	
Self Awareness Statement	AS2	WOW Bronze level statement	10	
Presentation	AS3	Presentation on a financial topic	30	

Aims

The module has been designed to prepare students for academic life at university and to engage the student in the preparation of the world of work (WoW) and future employability. This module will provide the student with opportunities through WoW

initiatives to gain further employability skills that will set them aside from other university graduates.

Learning Outcomes

After completing the module the student should be able to:

- 1 Examine a contemporary issue facing managers and discuss its impact on the role of management.
- 2 Locate research sources of information using a range of techniques appropriate for HE.
- 3 Identify and reflect upon the following aspects of personal development: strengths and weaknesses, motivations and values, ability to work with others.
- 4 Produce a well structured and referenced report or essay using the Harvard Referencing System.
- 5 Develop and deliver a suitable oral presentation with audience handout using appropriate presentation software.
- 6 Identify and reflect upon professional aspirations and the skills necessary for professional success.

Learning Outcomes of Assessments

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

Report	1	2	4
Reflection	3		
Presentation	5	6	

Outline Syllabus

Understanding university systems - email, student drive, Module & Community Blackboard.

Communication for HE & Business; Report/Essay Writing, Oral Presentations.

Referencing to the Harvard Referencing System, literature reviews.

Student review of assessed work, understanding Academic Misconduct.

Using the on-line and library based university research tools - specifically the FAME database for accounting information.

Overview of Professional Awareness and the professional skills needed to progress. Awareness of WoW

Contemporary Issues in management: challenges for future managers, leading within organisations, change management, business ethics & ethical leadership, future work, changing organisations.

Learning Activities

Lectures and tutorials

Notes

This module provides a firm foundation for further undergraduate studies on the accounting and finance degree programme.

The assessment comprises three pieces of coursework to ensure that students receive ongoing formative feedback