

Liverpool John Moores University

Title: NUMERATE & PERSONAL DEVELOPMENT SKILLS
Status: Definitive
Code: **4022MAR** (105584)
Version Start Date: 01-08-2011

Owning School/Faculty: Engineering
Teaching School/Faculty: Engineering

Team	Leader
Bridget Price	Y

Academic Level: FHEQ4
Credit Value: 12.00
Total Delivered Hours: 44.00
Total Learning Hours: 120
Private Study: 76

Delivery Options

Course typically offered: Standard Year Long

Component	Contact Hours
Lecture	21.000
Seminar	2.000
Tutorial	21.000

Grading Basis: 40 %

Assessment Details

Category	Short Description	Description	Weighting (%)	Exam Duration
Essay	AS1	Report (group work)	30.0	
Essay	AS2	Time Constrained Coursework on Mathematical Skills	40.0	
Essay	AS3	Presentation (group work)	30.0	

Aims

The module aims to develop the student as an effective, self-motivated learner, with a range of key skills and by providing opportunity for academic guidance and Personal Development Planning. It also revises and develop mathematical skills required on programme.

Learning Outcomes

After completing the module the student should be able to:

- 1 manage their own learning and study effectively
- 2 collect information from appropriate sources both within and outside the university
- 3 use basic IT facilities
- 4 communicate effectively in writing for various purposes
- 5 demonstrate correct usage of algebraic notation, mathematical operations plane geometry, spherical geometry

Learning Outcomes of Assessments

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

CW	1	2	3	4
CW	1	5		
CW	1	2	3	

Outline Syllabus

Personal Development Planning

Basic study skills, e.g. note-taking, exam preparation, time management

Information resources

Electronic communications - email, the University network

Introduction to word-processing and spreadsheets

The handling & presentation of data

Technical & Academic writing including academic referencing

Algebraic function, Linear Equations, Ratio, Proportion & Variation. Geometry. Plane & Spherical Trigonometry

Presentations

Working with others

Learning Activities

Lectures and tutorials including some small group work

References

Course Material	Book
Author	Buzan T
Publishing Year	2003
Title	Use your head

Subtitle	
Edition	
Publisher	BBC books
ISBN	0563488999

Course Material	Book
Author	Northedge A
Publishing Year	2005
Title	The Good Study Guide
Subtitle	
Edition	
Publisher	OUP
ISBN	0749259744

Course Material	Book
Author	Ludlow R
Publishing Year	1993
Title	The Essence of Effective Communication
Subtitle	
Edition	
Publisher	Prentice Hall
ISBN	0132848783

Notes

This module provides students with key skills to support all aspects of their university learning and subsequent careers.