

## Liverpool John Moores University

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Title: PERSONAL, ACADEMIC AND PROFESSIONAL DEVELOPMENT  
Status: Definitive  
Code: **4500FSSTH** (116135)  
Version Start Date: 01-08-2014

Owning School/Faculty: Nursing and Allied Health  
Teaching School/Faculty: St Helens College

Team	Leader
Kat Cartmell	Y

**Academic Level:** FHEQ4  
**Credit Value:** 24.00  
**Total Delivered Hours:** 30.00  
**Total Learning Hours:** 240  
**Private Study:** 210

### Delivery Options

Course typically offered: Standard Year Long

Component	Contact Hours
Lecture	24.000
Seminar	2.000
Tutorial	3.000
Workshop	1.000

**Grading Basis:** 40 %

### Assessment Details

Category	Short Description	Description	Weighting (%)	Exam Duration
Report	AS1	Report on team work for a group presentation on good practice issues - Report to be included within student's PDP file (1500 words) - 25%	25.0	
Portfolio	AS2	Personal Development Portfolio - (3500 works or equivalent) - 75%	75.0	

## **Aims**

*To facilitate the participation of students in personal and professional reflection aimed at setting, planning and developing personal, academic and professional goals.*

## **Learning Outcomes**

After completing the module the student should be able to:

- 1 Explore the wide range of learning opportunities available to support own academic development, and reflect on how these have been effectively used
- 2 Reflect on developing skills in reading, note taking and thinking critically when producing written work.
- 3 Discuss teamwork skills and evaluate team processes whilst working within a small group to plan and carry out a short group presentation

## **Learning Outcomes of Assessments**

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

Report	3	
Personal Development Portfolio	1	2

## **Outline Syllabus**

*Study skills: critical reading, note taking, searching the literature using electronic and other means, use of ICT and Virtual Learning Environments to enhance students' learning and academic skills, effective writing skills, citing and referencing sources of information, producing spreadsheets, using data bases, word processing, storing and retrieving information, assignment structuring and presentation, avoiding academic impropriety, reflecting on module learning in relation to application to practice, presentation skills, Bloom's taxonomy*

*Personal and professional skills: team working and team process, reflective practice, goal setting, Berne's Transactional Analysis, assertiveness, encouraging autonomy, metacognition and constructing own meaning from learning*

## **Learning Activities**

This module forms the basis of personal development planning at Level Four enabling the student to develop personal and academic skills that are applied to their own professional practice. This will be facilitated by group work, lectures, directed study, student presentation, work based learning and reflection and ICT workshops

## **Notes**

This module provides the student new to higher education with an opportunity to reflect upon and develop their personal, academic and professional skills. The PDP will include diagnostic tools such as learning styles questionnaire, ICT skills audit and skill development, action planning related to assignment feedback, practice reports from mentors and reflective statements related to module learning. The PAPD provides a firm foundation upon which the Year 2 Reflective Practice module will build.