Learning Skills

Module Information

2022.01, Approved

Summary Information

Module Code	4501ICBTCE
Formal Module Title	Learning Skills
Owning School	Civil Engineering and Built Environment
Career	Undergraduate
Credits	15
Academic level	FHEQ Level 4
Grading Schema	40

Teaching Responsibility

LJMU Schools involved in Delivery
LJMU Partner Taught

Partner Teaching Institution

Institution Name
International College of Business and Technology

Learning Methods

Learning Method Type	Hours
Lecture	30
Seminar	6
Tutorial	15

Module Offering(s)

Display Name	Location	Start Month	Duration Number Duration Unit
APR-PAR	PAR	April	12 Weeks

JAN-PAR	PAR	January	12 Weeks
SEP-PAR	PAR	September	12 Weeks

Aims and Outcomes

Aims	This unit promotes independent and collaborative learning techniques via individual and group learning experiences designed to prepare students for successful HD level study.To develop academic skills necessary to follow the Civil Engineering programme.To develop self-learning through personal development planning and e-portfolio programmes.To introduce students to a wide range of graduate skills.

After completing the module the student should be able to:

Learning Outcomes

Code	Number	Description
MLO1	1	To identify and reflect upon the following aspects of personal development: strengths and weaknesses, motivations and values, ability to work with others.
MLO2	2	Apply academic study skills & Analyse and solve problems by making effective use of ICT.
MLO3	3	Work effectively in a group & demonstrate oral communication skills for efficient performance in the professional environment making use of PowerPoint or other visual aids.
MLO4	4	Develop written communication skills for efficient performance in the professional environment.

Module Content

Outline Syllabus	Forms of oral communications, skills of oral communication.Forms of writings, referencing systems, writing skills.Etiquettes, manners, and cross cultural or intercultural communication.University expectations of students both as individuals and within groups.Study of the effects of personal learning styles and the provision of memory and learning techniques Team working and interpersonal skills.Time management strategies for meeting both campus and life responsibilities.Guidelines on how to use ICT to assist communication for group work and using online communication methods such as email, group pages, wikis and blogs.Ethical, security, copyright and plagiarism issue.Personal development planning.Initiative.Information literacy and IT skills.Professional ethics and Memberships.Introduction to CPD.
Module Overview	
Additional Information	

Assessments

Assignment Category	Assessment Name	Weight	Exam/Test Length (hours)	Module Learning Outcome Mapping
Portfolio	cw plus viva/pres	50	0	MLO1, MLO2, MLO3
Exam	Written Examination	50	2	MLO4

Module Contacts

Module Leader

Contact Name	Applies to all offerings	Offerings
Karl Jones	Yes	N/A

Partner Module Team

Contact Name	Applies to all offerings	Offerings