

Liverpool John Moores University

Title: LEARNING SKILLS
Status: Definitive
Code: **4501ICBTCE** (126960)
Version Start Date: 01-08-2021

Owning School/Faculty: Civil Engineering and Built Environment
Teaching School/Faculty: ICBT, Colombo

Team	Leader
Alison Cotgrave	Y

Academic Level: FHEQ4
Credit Value: 15
Total Delivered Hours: 53
Total Learning Hours: 150
Private Study: 97

Delivery Options

Course typically offered: Semester 1

Component	Contact Hours
Lecture	30
Seminar	6
Tutorial	15

Grading Basis: 40 %

Assessment Details

Category	Short Description	Description	Weighting (%)	Exam Duration
Report	AS1	Coursework (1000 words) plus viva/presentation	50	
Exam	AS2	Written Examination (Closed Book)	50	2

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.

Learning Outcomes

After completing the module the student should be able to:

- 1 To identify and reflect upon the following aspects of personal development: strengths and weaknesses, motivations and values, ability to work with others.
- 2 Apply academic study skills & Analyse and solve problems by making effective use of ICT.
- 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.
- 4 Develop written communication skills for efficient performance in the professional environment.

Learning Outcomes of Assessments

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

cw plus viva/pres	1	2	3
Written Examination	4		

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.

Learning Activities

Students will be supported in their learning, to achieve the above learning outcomes, in the following ways:

By a series of lectures and tutorials and through participation within practical

sessions (Presentations/Debates/etc.)

In-class participation and case studies are key features of this module.

A recommended resource list - indicating key reading, internet support and physical learning assistance, is provided to help enable students to undertake self-directed study.

Notes

.