

Liverpool John Moores University

Title: WORK BASED LEARNING (WORK PRACTICES)
Status: Definitive
Code: **5001BEFD** (108463)
Version Start Date: 01-08-2011

Owning School/Faculty: Built Environment
Teaching School/Faculty: Liverpool Community College

Team	Leader
Derek King	Y

Academic Level: FHEQ5
Credit Value: 24.00
Total Delivered Hours: 14.00
Total Learning Hours: 240
Private Study: 226

Delivery Options

Course typically offered: Standard Year Long

Component	Contact Hours
Tutorial	14.000

Grading Basis: 40 %

Assessment Details

Category	Short Description	Description	Weighting (%)	Exam Duration
Portfolio	AS1	Log book/portfolio	80.0	
Presentation	AS2	Presentation/interview	20.0	

Aims

This work-based learning module is specifically designed to review and evaluate the range of naturally occurring work-based learning evidence that the student has successfully completed during their period of work based learning. The emphasis of the module is to recognise the benefit of the learning that occurs both naturally and via a structured programme of experience within their employment or period of work placement. It is about:

- Reflection on work practices and not merely about acquiring knowledge, understanding and skills.
- Capturing evidence of achievement arising out of appropriate naturally occurring

work-based learning.

- *Developing transferable skills.*
- *Evaluating the structure, roles and opportunities within their employment/work placement in order to facilitate informed career decisions.*
- *Providing a wider understanding of the building services industry.*
- *Recognising the need for continuous improvement and the importance of continuing professional development.*

Learning Outcomes

After completing the module the student should be able to:

- 1 Explain the organisation of their employer/work placement.
- 2 Analyse the activities, skills, values and knowledge of the main sections/departments and professional groups working in their organisation.
- 3 Select and describe work-based techniques, methods and procedures relevant to the Building Services industry.
- 4 Perform building services related work-based activities and gather appropriate evidence.
- 5 Demonstrate continuous improvement in their work-based learning and performance.
- 6 Present a record/portfolio of appropriate evidence for assessment using a variety of formats .

Learning Outcomes of Assessments

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

PORTFOLIO	1	2	3	4	5	6
PRESENTATION	1	2	3	4	5	6

Outline Syllabus

This is a self-directed module with tutorial guidance as required. It is intended that the assessment of this module should be related to evidence and experience gained from the students employment or work placement. The student in all cases should have a nominated workplace mentor or supervisor. The mentor must be familiar with the programme and modules and will be required to authenticate the work as being the learners own work. The tutor, the learner and the mentor should liaise to verify the suitability of work-based evidence. It is anticipated that the majority of the experience will occur in the second year of the course but in order to allow all naturally occurring workplace experience to be considered, the assessment of this unit will start in the first year of the programme but is likely to extend into the second year.

Learning Activities

This unit will involve the students' to gather and produce evidence of the experience, skills and knowledge that they have acquired during the placement. They will produce appropriate records, feedback and evaluations of the work they have carried out in the work place and give a formal presentation to tutors, employer representatives and peers, which demonstrates the evidence acquired. Material evidence will be in the form of log books, site diaries, day books, performance appraisals, witness statements, testimonials, c.p.d. certificates and other relevant materials.

References

Course Material	Book
Author	Dearden, G.
Publishing Year	1989
Title	Learning While Earning: Learning Contracts for Employees
Subtitle	
Edition	
Publisher	Learning from Experience Trust
ISBN	1870529073

Notes

This module:

- is most suited to those in full-time employment. Students undertaking the module via a work experience placement will require access to a workplace for a reasonable period of time (the actual period being dependent on the size, structure and activities of the particular placement).
- is centred on the student's work contributing toward live projects, exercising judgement in planning, design, technical, resource and management functions (as appropriate) related to building services activities.
- focuses not only the outcome from the learning process but also the processes by which independent learning is achieved.
- requires the learner to address the benefits of work-based learning to both themselves and their employer(s).
- requires the learner to produce evidence of their ability to communicate effectively with other members of the building services and wider project team in an appropriate and professional manner.