

Liverpool John Moores University

Title: PERSONAL DEVELOPMENT
Status: Definitive
Code: **5004BUSHM** (108165)
Version Start Date: 01-08-2011

Owning School/Faculty: Liverpool Business School
Teaching School/Faculty: Liverpool Business School

Team	Leader
Maureen Royce	Y

Academic Level: FHEQ5
Credit Value: 12.00
Total Delivered Hours: 19.00
Total Learning Hours: 120
Private Study: 101

Delivery Options

Course typically offered: Semester 1

Component	Contact Hours
Workshop	19.000

Grading Basis: 40 %

Assessment Details

Category	Short Description	Description	Weighting (%)	Exam Duration
Report	AS1	Individual reflective paper	100.0	

Aims

To nurture and facilitate the development of those skills associated with personal development and work relationships. To reflect and acquire skills linked to the completion of PDP documentation.

Learning Outcomes

After completing the module the student should be able to:

- 1 Review and assess own skills and qualities, strengths and weaknesses with regard

- to particular aspects of working with people
- 2 Produce evidence of a plan for self improvement
- 3 Reflect on personal performance in order to demonstrate learning from this experience
- 4 Demonstrate appropriate communication skills in order to achieve given objectives

Learning Outcomes of Assessments

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

CW	1	2	3	4
----	---	---	---	---

Outline Syllabus

Personal development planning
Learning styles and application strategies
Managing conflict
Assertiveness
Communication skills
Team working

Learning Activities

Workshops facilitating reflection and the development of interpersonal skills and personal development activity.

References

Course Material	Book
Author	Pedlar M, Burgoyne J and Boydell T
Publishing Year	2001
Title	A managers guide to self development
Subtitle	
Edition	
Publisher	McGraw Hill
ISBN	

Course Material	Book
Author	Cottrell, S
Publishing Year	2008
Title	The Study Skills Handbook
Subtitle	
Edition	3rd
Publisher	Palgrave Macmillan
ISBN	

Course Material	Book
Author	Cottrell, S
Publishing Year	2003
Title	Skills for Success
Subtitle	
Edition	
Publisher	Palgrave Macmillan
ISBN	

Course Material	Book
Author	Payen, E and Whittaker, L
Publishing Year	2006
Title	Developing Essential Study Skills
Subtitle	
Edition	2nd
Publisher	Pearson Education Ltd
ISBN	

Notes

There is one coursework for the module weighted at 100%. There is a formative assessment involving a group presentation. Students must include feedback from the presentation as an appendix to the reflective paper.