

## Liverpool John Moores University

Title: Developing Employability  
Status: Definitive  
Code: **5004LBSAF** (121690)  
Version Start Date: 01-08-2021

Owning School/Faculty: Business and Management  
Teaching School/Faculty: Business and Management

Team	Leader
Leah Ferrie	Y

**Academic Level:** FHEQ5      **Credit Value:** 20      **Total Delivered Hours:** 55  
**Total Learning Hours:** 200      **Private Study:** 145

### Delivery Options

Course typically offered: Semester 1

Component	Contact Hours
Lecture	11
Online	22
Workshop	22

**Grading Basis:** 40 %

### Assessment Details

Category	Short Description	Description	Weighting (%)	Exam Duration
Test	AS1	Psychometric Test	20	
Portfolio	AS2	Recruitment Documents	80	

### Aims

*The aim of this module is to provide students with the practical skills necessary to secure undergraduate work experience placements/summer internships and/or graduate employment.*

### Learning Outcomes

After completing the module the student should be able to:

- 1 Produce recruitment documentation to secure an interview.
- 2 Prepare effectively for an interview/assessment centre.
- 3 Complete psychometric tests within time constraints.
- 4 Research businesses and/or business topics.

### **Learning Outcomes of Assessments**

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

Psychometric Test	3		
Recruitment Documents	1	2	4

### **Outline Syllabus**

*CVs, application forms.*

*Skills Audit.*

*Presentation Skills.*

*Interview Skills.*

*Research Skills.*

*Team and interpersonal skills.*

*Practice of Psychometric tests.*

*Online support for employability.*

### **Learning Activities**

Lectures will be used to give students exposure to a range of employer/careers advisors/professional bodies in the form of guest lecturers.

Workshops with a high level of personal development and practical activities.

### **Notes**

A practical module which aims to equip students with the skills needed to secure employment either as a placement, intern or graduate.