

Liverpool John Moores University

Title: English Work Experience or Work Related Learning
Status: Definitive
Code: **5018ENGLIS** (117944)
Version Start Date: 01-08-2014

Owning School/Faculty: Humanities and Social Science
Teaching School/Faculty: Humanities and Social Science

| Team | Leader |
|-----------------|--------|
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Academic Level: FHEQ5 **Credit Value:** 24.00 **Total Delivered Hours:** 46.00
Total Learning Hours: 240 **Private Study:** 194

Delivery Options

Course typically offered: Standard Year Long

| Component | Contact Hours |
|-----------|---------------|
| Lecture | 10.000 |
| Online | 12.000 |
| Tutorial | 4.000 |
| Workshop | 20.000 |

Grading Basis: 40 %

Assessment Details

| Category | Short Description | Description | Weighting (%) | Exam Duration |
|-----------|-------------------|---|---------------|---------------|
| Portfolio | AS1 | Will include a learning agreement with an attendance requirement; and a reflective exercise | 100.0 | |

Aims

1. *To enable students to develop a range of professional and transferable skills relevant to the world of work*
2. *To enable students to critically and holistically reflect on their self-development and acquisition of skills and attributes through their experience of work in conjunction with their academic studies, and to identify and articulate the relevance of their transferable and subject-related skills to the world of work.*

Learning Outcomes

After completing the module the student should be able to:

- 1 Deploy a range of professional and transferable skills relevant to the world of work;
- 2 2. Accept responsibility for their self-development and acquisition of skills and attributes through their experience of work in conjunction with their academic studies;
- 3 Generate ideas relating to their transferable and subject-related skills in the context of the world of work;

Learning Outcomes of Assessments

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

PORTFOLIO 1 2 3

Outline Syllabus

Students will choose a work experience or work-related learning project from a portfolio of options. They will be introduced to key aspects of preparation for their work experience or project, employment, a career and LJMU's World of Work scheme through lectures and workshops. They will be offered tutorial support to plan, discuss and enhance the work experience or work-related learning they undertake. They will be required to complete the tasks they have identified in their learning agreement with their tutor and to submit a portfolio of assessments tailored to their particular undertaking, as specified in their learning agreement.

Learning Activities

Work experience or work-related learning; lectures; tutorials; workshops;

Blackboard-supported learning; constructing a learning agreement; planning, reflection and analysis.

References

| | |
|------------------------|--|
| Course Material | Book |
| Author | Boud, D & Solomon, N. |
| Publishing Year | 2001 |
| Title | 'Work Based Learning : A new higher education' |
| Subtitle | |
| Edition | |
| Publisher | Milton Keynes: Open University Press. |
| ISBN | |

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|------------------------|--|
| Course Material | Book |
| Author | Cottrell, S. |
| Publishing Year | 2010 |
| Title | Skills for Success: The Personal Development Planning Handbook (Palgrave Study Skills), 2nd edition, |
| Subtitle | |
| Edition | |
| Publisher | London, Palgrave Macmillan. |
| ISBN | |

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|------------------------|---|
| Course Material | Book |
| Author | Eraut, M. |
| Publishing Year | 1994 |
| Title | 'Developing professional knowledge and competence.' |
| Subtitle | |
| Edition | |
| Publisher | London, Routledge Falmer. |
| ISBN | |

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|------------------------|--|
| Course Material | Book |
| Author | Kolb, D. A. |
| Publishing Year | 1984 |
| Title | 'Experiential learning: experience as the source of learning and development.' |
| Subtitle | |
| Edition | |
| Publisher | New Jersey, Prentice Hall Inc. |
| ISBN | |

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|------------------------|---------------------------------------|
| Course Material | Book |
| Author | Little, B. |
| Publishing Year | 2006 |
| Title | 'Employability & Work Based Learning' |

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|------------------|---------------------------------|
| Subtitle | |
| Edition | |
| Publisher | York, Higher Education Academy. |
| ISBN | |

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|------------------------|--|
| Course Material | Book |
| Author | Littleford, D., Halstead, J. & Mulraine, C. |
| Publishing Year | 2004 |
| Title | Career Skills: Opening Doors into the Job Market |
| Subtitle | (Palgrave Study Guides), |
| Edition | |
| Publisher | London, Palgrave Macmillan |
| ISBN | |

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|------------------------|--|
| Course Material | Book |
| Author | Moon, J. A. |
| Publishing Year | 1999 |
| Title | 'Reflection in Learning & Professional Development.' |
| Subtitle | |
| Edition | |
| Publisher | London, Kogan Page. |
| ISBN | |

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|------------------------|---|
| Course Material | Book |
| Author | Moon, J. A. |
| Publishing Year | 1999 |
| Title | 'Learning journals: A handbook for academics, students and professional development.' |
| Subtitle | |
| Edition | |
| Publisher | London, Kogan Page. |
| ISBN | |

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|------------------------|--|
| Course Material | Book |
| Author | Moon, J. A. |
| Publishing Year | 2004 |
| Title | 'A handbook of reflective and experiential learning: theory & practice.' |
| Subtitle | |
| Edition | |
| Publisher | London, Routledge Falmer. |
| ISBN | |

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|------------------------|---|
| Course Material | Book |
| Author | Portwood, D. & Costley, C. |
| Publishing Year | 2000 |
| Title | 'Work Based Learning & The University: New Perspectives |

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|------------------|---------------|
| | & Practices.' |
| Subtitle | |
| Edition | |
| Publisher | Oxford, SEDA. |
| ISBN | |

| | |
|------------------------|---|
| Course Material | Book |
| Author | Wilson, D. |
| Publishing Year | 2001 |
| Title | 'The Future of Learning for Work.' |
| Subtitle | |
| Edition | |
| Publisher | Chartered Institute of Personnel & Development. |
| ISBN | |

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|------------------------|---|
| Course Material | Book |
| Author | Schon, D. |
| Publishing Year | 1983 |
| Title | 'The Reflective Practitioner. How the professionals think in action.' |
| Subtitle | |
| Edition | |
| Publisher | London, Temple Smith. |
| ISBN | |

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|------------------------|--|
| Course Material | Website |
| Author | |
| Publishing Year | |
| Title | www.ljmu.ac.uk/careers/index.htm ' |
| Subtitle | |
| Edition | |
| Publisher | |
| ISBN | |

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|------------------------|--|
| Course Material | Website |
| Author | |
| Publishing Year | |
| Title | www.prospects.ac.uk ' |
| Subtitle | |
| Edition | |
| Publisher | |
| ISBN | |

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|------------------------|--|
| Course Material | Website |
| Author | |
| Publishing Year | |
| Title | www.gradunet.co.uk ' |

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| Subtitle | |
| Edition | |
| Publisher | |
| ISBN | |

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|------------------------|---------------------|
| Course Material | Website |
| Author | |
| Publishing Year | |
| Title | www.doctorjob.com ' |
| Subtitle | |
| Edition | |
| Publisher | |
| ISBN | |

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|------------------------|------------------|
| Course Material | Website |
| Author | |
| Publishing Year | |
| Title | www.alec.co.uk ' |
| Subtitle | |
| Edition | |
| Publisher | |
| ISBN | |

Notes

This module affords students the opportunity to choose a work experience from a range of designated projects, to secure their own work experience, or to participate in a work-related project. Through tutorial support, they will receive guidance from a tutor about creating and undertaking a work experience or project that enables them to develop their professional and transferable skills. Their tutor will also facilitate them to use their assessment to reflect on how these skills, in conjunction with those they are acquiring through their academic work, will equip them for the world of work. A learning agreement between the student and the tutor will ensure that a structure is in place for each student to achieve the learning outcomes of the module. The module will also enable students to achieve the World of Work efficacies of self-awareness, organisational awareness and 'making things happen' (project management), should they wish to avail themselves of this opportunity. Lectures and workshops will provide additional guidance about project design and management, employment, career planning and WoW, and will allow current and former students to share their good practice.