

## Liverpool John Moores University

Title: Personal Development  
Status: Definitive  
Code: **5101LBSBW** (124966)  
Version Start Date: 01-08-2021

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

Team	Leader
Gemma Dale	

**Academic Level:** FHEQ5      **Credit Value:** 20      **Total Delivered Hours:** 44  
**Total Learning Hours:** 200      **Private Study:** 156

### Delivery Options

Course typically offered: Semester 1

Component	Contact Hours
Workshop	44

**Grading Basis:** 40 %

### Assessment Details

Category	Short Description	Description	Weighting (%)	Exam Duration
Portfolio	Portfolio	Portfolio	100	

### Aims

*This module aims to support students transferring into the University environment. It will do so by providing a context for the student's learning and development by developing knowledge and skills relevant to academic and professional success. In particular the module will seek to develop the students awareness of their inherent abilities and potential through guided self-reflection and practice.*

### Learning Outcomes

After completing the module the student should be able to:

- 1 identify and reflect upon the aspects of personal professional development including strengths, weaknesses, motivations, values, ability to work with others.
- 2 Develop self reflection skills and create a personal learning plan
- 3 Produce professional CV and application letter relevant to their future intended career

## **Learning Outcomes of Assessments**

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

Portfolio	1	2	3
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## **Outline Syllabus**

*Introduction - Developing as an independent, reflective learner*

*Problem based learning - Developing and focusing a topic*

*Developing critical thinking - what is critical analysis?*

*Developing self-reflection - What is reflection?*

*Academic writing - Construction an academic argument*

*Referencing*

*Literature review and library support*

*Understanding your chosen industry - career investigation. Researching your career path*

*Managing your career - writing a CV and interview competences*

*Continual Professional development - How to maintain employability and transferability.*

## **Learning Activities**

Teaching will involve workshop activities enabling skills and attributes to be presented, explored and applied. Additionally, the module will support the student in developing their skills in independent learning and reading.

The module necessitates a broad syllabus where much use will be made of directed study supported by the facilities of the careers service and the library. This approach will facilitate the development of students as independent learners.

The process leading to the completion of the portfolio will include reading, reflection and research. External tools, such as Belbin and psychological profiling software will be employed to assist students reflect upon current skills, attributes and behaviours. This will be incorporated into the workshop programme which will support the student throughout the process. It is intended that part of the portfolio will be closely allied to the preferred field of employment. Through the portfolio and workshop activities it is envisaged that's student's will appreciate the important of active engagement in competences and career development in securing appropriate careers or future study opportunities.

## **Notes**

The module is intended to deliver knowledge of and attendance to the competences and abilities for effective study at level 5 together with entry to and participation within the graduate labour market.