

Employability

Module Information

2022.01, Approved

Summary Information

Module Code	5130LBSHR
Formal Module Title	Employability
Owning School	Business and Management
Career	Undergraduate
Credits	20
Academic level	FHEQ Level 5
Grading Schema	40

Teaching Responsibility

LJMU Schools involved in Delivery
Business and Management

Learning Methods

Learning Method Type	Hours
Workshop	33

Module Offering(s)

Display Name	Location	Start Month	Duration Number Duration Unit
SEP-MTP	MTP	September	12 Weeks

Aims and Outcomes

Aims	This module aims to provide students with the practical skills necessary to secure work. Preferably, this will be paid undergraduate placements/summer internships or graduate employment.
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After completing the module the student should be able to:

Learning Outcomes

Code	Number	Description
MLO1	1	Produce a set of recruitment documentation
MLO2	2	Prepare effectively for the recruitment process
MLO3	3	Apply professional skills and experience for personal employability

Module Content

Outline Syllabus	CVs, Covering Letters, and application forms.Job analysisSkills auditSocial mediaPresentation skillsDigital and Face to Face Interview SkillsPsychometric testsEmployability support
Module Overview	
Additional Information	A practical module that aims to equip students with the skills needed to secure employment, preferably as an intern or graduate

Assessments

Assignment Category	Assessment Name	Weight	Exam/Test Length (hours)	Module Learning Outcome Mapping
Portfolio	Portfolio	100	0	MLO1, MLO2, MLO3

Module Contacts

Module Leader

Contact Name	Applies to all offerings	Offerings
Patricia Jolliffe	Yes	N/A

Partner Module Team

Contact Name	Applies to all offerings	Offerings
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