

Liverpool John Moores University

Title: PREPARATION FOR WORK
Status: Definitive
Code: **5501HM** (107432)
Version Start Date: 01-08-2011

Owning School/Faculty: Liverpool Business School
Teaching School/Faculty: Isle of Man International Business School

Team	Leader
Alex Watt	Y

Academic Level: FHEQ5
Credit Value: 12.00
Total Delivered Hours: 24.00
Total Learning Hours: 120
Private Study: 96

Delivery Options

Course typically offered: Runs Twice - S1 & S2

Component	Contact Hours
Lecture	12.000
Tutorial	12.000

Grading Basis: 40 %

Assessment Details

Category	Short Description	Description	Weighting (%)	Exam Duration
Essay	AS1	Recruitment Documentation	100.0	

Aims

- 1. To provide students with the practical skills necessary to secure undergraduate sandwich work experience placements and/or graduate employment.*
- 2. To develop graduate skills in personal development and reflection to assist with the completion of PDP documentation.*

Learning Outcomes

After completing the module the student should be able to:

ISBN	
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Course Material	Book
Author	Yate, M J
Publishing Year	1998
Title	Great Answers to tough interview questions: How to get the job you want
Subtitle	
Edition	
Publisher	4th edition, Kogan Page
ISBN	

Course Material	Book
Author	Kolb, D A
Publishing Year	1984
Title	Experiential learning: Experience as the source of learning and development
Subtitle	
Edition	
Publisher	Prentice-Hall
ISBN	

Course Material	Book
Author	Herbert, I and Rothwell, A
Publishing Year	2005
Title	Managing your Placement: A skills-based approach
Subtitle	
Edition	
Publisher	Palgrave Macmillan
ISBN	

Notes

The module provides the practical skills necessary to secure a work experience placement and PDP development.

Formative assessment takes place through the workshops and via the work based learning unit who provide individual and generic feedback on letters, application forms and CVs.

Component deadline dates are structured to allow students to reflect on feedback given in the learning logs.