Employability Skills

Module Information

2022.01, Approved

Summary Information

Module Code	5501LBSCC
Formal Module Title	Employability Skills
Owning School	Business and Management
Career	Undergraduate
Credits	20
Academic level	FHEQ Level 5
Grading Schema	40

Teaching Responsibility

LJMU Schools involved in Delivery
LJMU Partner Taught

Partner Teaching Institution

Institution Name
Coleg Cambria

Learning Methods

Learning Method Type	Hours
Lecture	11
Seminar	11
Workshop	22

Module Offering(s)

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

Aims and Outcomes

Aims	To provide students with the skills and knowledge to succeed in the graduate employment market.

After completing the module the student should be able to:

Learning Outcomes

Code	Number	Description
MLO1	1	Produce the necessary documentation to secure interviews with prospective employers.
MLO2	2	Evidence and reflect on own learning and development in a series of learning logs.
MLO3	3	Develop a high level of organisational awareness.

Module Content

Outline Syllabus	Skills AnalysisEffective Covering Letters and CVsCompletion of Application FormsPsychometric TestsResearching CompaniesInterview SkillsAssessment CentresPresentation SkillsReflective Writing and Learning Logs
Module Overview	
Additional Information	To provide students with the skills and knowledge to succeed in the graduate employment market.

Assessments

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

Module Contacts