

Liverpool John Moores University

Title: WORK BASED PROJECT
 Status: Definitive
 Code: **5503LAWSTH** (116363)
 Version Start Date: 01-08-2011

Owning School/Faculty: Law
 Teaching School/Faculty: St Helens College

Team	Leader
Lawrence Burke	

Academic Level: FHEQ5
Credit Value: 36.00
Total Delivered Hours: 160.00
Total Learning Hours: 360
Private Study: 200

Delivery Options

Course typically offered: Standard Year Long

Component	Contact Hours
Lecture	5.000
Off Site	100.000
Practical	20.000
Seminar	15.000
Tutorial	20.000

Grading Basis: 40 %

Assessment Details

Category	Short Description	Description	Weighting (%)	Exam Duration
Report	AS1	Report - Submit a report of a systematic review undertaken in your workplace to identify the purpose of your organisation and its performance (4,000 words).	60.0	
Reflection	AS2	Reflection - Submit the two placement documents that reflect satisfactory completion of the work ethic and performance in the workplace. Pass/refer/fail – Mandatory component that	10.0	

Category	Short Description	Description	Weighting (%)	Exam Duration
		students must pass.		
Presentation	AS3	Presentation - 15 minutes.	30.0	

Aims

Aim of this module is to introduce students to the work ethic and develop a comprehensive understanding of important issues that exist in the workplace. Students will aim to gain a wide knowledge of management styles, working relationships, models of communication, problem solving and the importance of innovation and improvement. Students will aim to reflect on their academic learning and apply this in practice whilst under supervision in the workplace.

Learning Outcomes

After completing the module the student should be able to:

- 1 Provide documentary evidence of the work ethic by attendance and the recording of a minimum of 100 hours along with positive involvement in the mandatory three meetings between module leader, mentor and student during the placement period that reflects satisfactory attendance, performance, motivation and team work.
- 2 Investigate analyse and reflect on working practices by undertaking a systematic review to establish if the aims, outcomes and policies in your workplace are working in practice.
- 3 Identify, explain, apply and critically review management theory working in practice within your chosen workplace.

Learning Outcomes of Assessments

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

Report	1
Reflection	2
Presentation	3

Outline Syllabus

- *What works in Criminal Justice – Best Practice – Value for money*
- *Negotiating an approved project with an employer or module tutor*
- *Updating your Personal Development Plan to reflect the ongoing development of your skills within the workplace*
- *Preparing for work-based learning through liaison with the organisation and individual background research on the organisation*
- *Guidance and tutorial support during the work based project involving reflective practice*
- *Ongoing completion of your reflective log and involvement in your project*

- Discussion of key learning points and career planning following the project
- Dependent upon the work project. Initial guidance will include application of aspects of the skills gained in prior modules
- Specific and clear targets set by the module tutor and reflected upon within given time bands set by your tutor in liaison with your work-based supervisor
- Common values in traditional roles
- Right and left wing thinking
- Police – Prison - Probation

Learning Activities

This module will be introduced in a series of lectures. Students will undertake a minimum of 100 hours in the workplace and will be supported through tutorials and workshops. There will be a learning agreement compiled during tutorial, the module leader will visit the place of work, work supervisors will be engaged in providing information in support of formative assessment. The monitoring in this area will take place following an initial workplace assessment with intermediate and pre summative reviews throughout the period. All students will be required to have a current Criminal Records Bureau check that meets the set criteria of the organisation.

References

Course Material	Book
Author	Fanthorne, C
Publishing Year	2004
Title	Work Placements: A Survival Guide for Students
Subtitle	
Edition	
Publisher	Basingstoke, Palgrave MacMillan
ISBN	

Course Material	Book
Author	Rumsey, P
Publishing Year	2004
Title	How to Find Information: A Guide for Researchers
Subtitle	
Edition	
Publisher	Buckingham: Open University Press
ISBN	

Course Material	Book
Author	Walsh, M
Publishing Year	2001
Title	Research Made Real
Subtitle	

Edition	
Publisher	Cheltenham: Stanley Thornes
ISBN	

Course Material	Book
Author	Wilkinson, D (ed)
Publishing Year	2000
Title	The Researcher's Toolkit
Subtitle	
Edition	
Publisher	London: Routledge
ISBN	

Course Material	Book
Author	Falmer, V J, Davies, P M and Francis, P (eds)
Publishing Year	2000
Title	Doing Criminological Research
Subtitle	
Edition	
Publisher	London, Sage
ISBN	

Notes

For full-time and part-time students.

The module will focus on enabling students to put theory into practice in the workplace.

Students will undertake a work placement. The module will be project based with a learning agreement identifying your learning outcomes and development needs which will be agreed by all three parties involved (yourself, the College and the employer).

All prior learning will be integrated within this module and will combine to provide you with knowledge and experience that will assist you in the process of obtaining full time employment in a related field. Students will have a mentor in the workplace who will offer them guidance and support. Students will receive a minimum of three visits from the work-based learning tutor who will also be available to them if they are experiencing any problems with their placement or require any assistance from college.

Students will be able to:

Undertake Work-Based learning opportunities.

Develop Transferable / Employability Skills.

Relate relevant research to observation of your placement/work organisation.

Evaluate the effectiveness of your Work-Based Learning experience

Operate as part of a team and to contribute to the day-to-day working of the organisation

Consolidate your skills and knowledge from your previous learning on the course.

Demonstrate appreciation and discipline within a professional working environment

Clarify their possible career options and improve prospective employment opportunities upon graduation.

This module will provide the important opportunity for students to reflect on the content of their course, apply acquired skills and knowledge and gain valuable work experience to prepare them for the world of work. The placement can be negotiated individually by the student provided that this is done in liaison with the module tutor who must approve the placement and ensure the relevant risk assessments are in place and have been approved by the college risk assessment officer. Placements can be varied and the college has a long history of providing placements with Merseyside Police, Greater Manchester Probation Service, Victim Support, Youth Offending Teams, Starting Point, Prince's Trust Volunteer Scheme and various voluntary groups within the Merseyside area. The module tutor will have an initial meeting with the workplace supervisor and the student that will clearly outline and establish the terms of reference for the placement. There will be a further visit during the midway period of the placement and all parties will again be involved in this process. Finally, there will be a visit towards the end of the placement where a reflection on the involvement of the student will be finalised. If there are any issues during the placement the clear lines of communication between the module tutor, programme leader, placement supervisors and students will be utilised during tutorials. Every effort will be made to resolve any issues but in the event that there is a mismatch between the student and the placement then the college will endeavour to provide the student with an alternative opportunity.

The systematic review will not require students to undertake primary research. Students will assess the goals, vision values or aims/objectives of the organisation and review if working practices are achieving these. As such review, reflection, discussion and evaluation should all form part of the systematic review.

Formative assessment will include a reflective discussion with your module leader (December) (January).