

Liverpool John Moores University

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Title: Developing Employability
Status: Definitive
Code: **5504AFYPC** (123186)
Version Start Date: 01-08-2021

Owning School/Faculty: Business and Management
Teaching School/Faculty: YPC International College (Kolej Antarabangsa YPC)

Team	Leader
Lucy McGrath	Y

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
Lecture	11
Online	11
Workshop	22

Grading Basis: 40 %

Assessment Details

Category	Short Description	Description	Weighting (%)	Exam Duration
Test	AS1	Psychometric Test	20	
Portfolio	AS2	Recruitment Documents	80	

Aims

The aim of this module is to provide students with the practical skills necessary to secure undergraduate work experience placements/summer internships and/or graduate employment.

Learning Outcomes

After completing the module the student should be able to:

- 1 Produce recruitment documentation to secure an interview.
- 2 Prepare effectively for an interview/assessment centre.
- 3 Complete psychometric tests within time constraints.
- 4 Research businesses and/or business topics.

Learning Outcomes of Assessments

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

Psychometric Test	3		
Recruitment Documents	1	2	4

Outline Syllabus

CVs, application forms.

Skills Audit.

Presentation Skills.

Interview Skills.

Research Skills.

Team and interpersonal skills.

Practice of Psychometric tests.

Online support for employability.

Learning Activities

Lectures will be used to give students exposure to a range of employer/careers advisors/professional bodies in the form of guest lecturers.

Workshops with a high level of personal development and practical activities.

Notes

A practical module which aims to equip students with the skills needed to secure employment either as a placement, intern or graduate.