

## Liverpool John Moores University

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Title: PERSONAL DEVELOPMENT  
Status: Definitive  
Code: **5505FTKHM** (119479)  
Version Start Date: 01-08-2011

Owning School/Faculty: Liverpool Business School  
Teaching School/Faculty: Kaplan Financial London

Team	Leader
Jane Aspinall	Y

**Academic Level:** FHEQ5  
**Credit Value:** 12.00  
**Total Delivered Hours:** 39.00  
**Total Learning Hours:** 120  
**Private Study:** 81

### Delivery Options

Course typically offered: Runs Twice - S1 & S2

Component	Contact Hours
Lecture	19.000
Workshop	20.000

**Grading Basis:** 40 %

### Assessment Details

Category	Short Description	Description	Weighting (%)	Exam Duration
Essay	AS1	Positive Commitment Assignment	50.0	
Report	AS2	Learning Log	50.0	

### Aims

*To nurture and facilitate the development of those skills associated with personal development and work relationships.*

### Learning Outcomes

After completing the module the student should be able to:

- 1 Review and assess their own skills/qualities, strengths and weaknesses with regard to particular aspects of working with people.
- 2 Produce evidence of a plan for self improvement.
- 3 Reflect on personal performance in order to demonstrate learning from this experience.
- 4 Demonstrate appropriate communication skills in order to achieve given objectives.

### Learning Outcomes of Assessments

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

CW	1	2
CW	3	4

### Outline Syllabus

- *Career development and future planning*
- *Learning Styles and application strategies*
- *Positive Thinking*
- *Assertiveness*
- *Creativity and Decision Making*
- *Stress Management*
- *Communication Skills*

### Learning Activities

Lectures.

### References

<b>Course Material</b>	Book
<b>Author</b>	Pedler M., Burgoyne J. and Boydell T.,
<b>Publishing Year</b>	2001
<b>Title</b>	A Managers Guide to Self Development,
<b>Subtitle</b>	
<b>Edition</b>	
<b>Publisher</b>	McGraw Hill Book Company.
<b>ISBN</b>	

<b>Course Material</b>	Book
<b>Author</b>	Pedlar M., Boydell T.,
<b>Publishing Year</b>	1999
<b>Title</b>	Managing Yourself,

<b>Subtitle</b>	
<b>Edition</b>	(2nd edition)
<b>Publisher</b>	Lemos and Crane.
<b>ISBN</b>	

<b>Course Material</b>	Book
<b>Author</b>	Davison, B
<b>Publishing Year</b>	1998
<b>Title</b>	Whats all this about stress?
<b>Subtitle</b>	
<b>Edition</b>	
<b>Publisher</b>	Tudor 1998
<b>ISBN</b>	

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### Notes

Assignment one will focus on developing a particular aspect of the students ability to work with others.

Assignment two will involve reflecting on issues raised in class, with a view to applying these ideas in life/work.