

Liverpool John Moores University

Title: Work Placement and Professional Development
Status: Definitive
Code: **5505MPP** (118302)
Version Start Date: 01-08-2011

Owning School/Faculty: Liverpool Screen School
Teaching School/Faculty: Liverpool Community College

Team	Leader
Sarah Haynes	Y

Academic Level: FHEQ5
Credit Value: 24.00
Total Delivered Hours: 68.00
Total Learning Hours: 240
Private Study: 172

Delivery Options

Course typically offered: Standard Year Long

Component	Contact Hours
Lecture	12.000
Seminar	24.000
Tutorial	32.000

Grading Basis: 40 %

Assessment Details

Category	Short Description	Description	Weighting (%)	Exam Duration
Report	AS2	Client feedback	30.0	
Reflection	AS3	Reflective diary	40.0	
Presentation	AS1	CV, showreel and interview	30.0	

Aims

To develop student's awareness of careers in media sector.
To gain practical vocational experience and provide an opportunity for students to test out their skills and knowledge in a commercial environment
To develop best working practices.
To engage students in an exploration of how the Media industry functions, its business and professional practice.

To provide an opportunity for the application of course specific and transferable skills in a professional environment.

Learning Outcomes

After completing the module the student should be able to:

- 1 Work in a professional manner, applying the use of time and self management skills to accomplish a set brief following a methodology appropriate to their particular placement.
- 2 Apply appropriate production skills to a vocational brief within the context of their placement.
- 3 Describe and evaluate the production methodologies of the media business environment.
- 4 Demonstrate an informed awareness of CV writing, interview techniques and showreel production.
- 5 Demonstrate the application of transferable skills (creative thinking, problem solving, organisational skills, teamwork, communication and presentation skills) in the work place.
- 6 Evaluate their experience both in terms of course work and in their chosen career path, and better judge employment opportunities in the media industry.

Learning Outcomes of Assessments

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

Client feedback	1	2	5		
Reflective diary	1	2	3	5	6
CV, showreel and interview	3	4			

Outline Syllabus

CV writing, interview techniques, working practices, professional experience.

Learning Activities

The module will follow the process outlined below:

Work placements will take place over a four week period at a negotiated time either during the summer break between the first and second year or between the 1st of April and the end of June in the second year.

Students will be fully informed about the module and work placement opportunities will be available for students to apply for by submitting their CV and a portfolio of work before the end of the first year and again before the Easter break in the second year.

Students might work on placement full time over four weeks or part time over a longer period. There will be flexibility to allow for students and employers needs.

Stage 1.

The Foundation Course leader will set up placements through one of the following routes:

Placements with other organisations known to LCC

Students may also find their own placement but need to be sure to include the Course Leader as soon as possible to ensure it fits the modules criteria.

Employers will select students for placements based on CV, showreel and in some cases an interview.

Deliverables: CV, showreel, mock interview

Stage 2.

Once accepted by a company or organisation students will complete with them and their course tutor a learning agreement. This document confirms the placement and sets out the parameters.

Form one is for students to set their own personal targets whilst on the placement.

This ties in with personal development process they have been following in tutorials.

It sets out what students want to get out of the experience. Specify anything new they will need to learn and define which skills they think they will have an opportunity to practise whilst on placement.

Deliverables: Learning agreement, Form one.

Stage 3.

Placements should last for approximately 2 weeks or 10 days.

Whilst on placement students must complete a diary that records their experience and a list of contacts they have made in the work place.

Students will maintain contact with their course tutor via phone, email and Blackboard.

Deliverables: Diary and contact list

Stage 4.

At the end of the placement students will fill in form 2, the employer they have been working with will fill in form 3, the module leader will phone the employer and fill in form 4 after consultation with them and form 5 after discussion with the student

Deliverables: form 2(completed by student) , form 3(completed by employer) , form 4 (completed by tutor after consultation with employer), form 5 (completed by tutor after discussion with student).

Stage 5.

Finally students will reflect back on the experience and write an evaluative report.

They will also make a presentation to their peers about the company they were placed with and the production methodologies adopted on the project(s) they worked on.

Deliverables: Diary and contact list

References

Notes

This module will develop an awareness of professional practice within the media

industries through a period of work based learning.

The aim of the module is to promote the understanding of their discipline within the commercial world and help them comprehend the methods and means of operation as they are practiced under specific conditions.

They will be expected to recognise their role within the organisation, identify their own objectives and the role of their workplace colleagues. It will give the students the opportunity to practice their transferable skills developed throughout this programme including communication, problem-solving, team-working. They will also practice their ability to respond creatively to set briefs, their organisational skills and their time management skills.

Before taking up the Media Work Placement the students will be expected to produce a CV, showreel and complete a mock interview. They will also be made aware of the relevant legal, financial and Health and Safety regulations relating to the workplace.

Students will be required to evaluate their experience both in terms of course work and in their assessment of employment opportunities in this sector. They will produce the required documentary evidence of their experiences and learning achievements. These will include such items as diaries, contact lists, records, portfolio and the completed student placement forms.