

## Liverpool John Moores University

Title: Personal Development and Employment  
Status: Definitive  
Code: **6502DCT** (128853)  
Version Start Date: 01-08-2021

Owning School/Faculty: Business and Management  
Teaching School/Faculty: Dubai Tourism College LLC

Team	Leader
Gemma Dale	Y

**Academic Level:** FHEQ6  
**Credit Value:** 20  
**Total Delivered Hours:** 44  
**Total Learning Hours:** 200  
**Private Study:** 156

### Delivery Options

Course typically offered: S1, S2 and NS2 (S2 for Jan)

Component	Contact Hours
Workshop	44

**Grading Basis:** 40 %

### Assessment Details

Category	Short Description	Description	Weighting (%)	Exam Duration
Portfolio	Portfolio	Portfolio	100	

### Aims

*This module aims to support students joining the programme from another institution/country. It is recognised that students will not necessarily experienced UK education or education in a UK Higher Education institution and will require guidance and instruction to enable them to adjust their understanding of academic practice to meet the expectations of the Liverpool Business School. It will do so by providing an opportunity for students to explore academic practice and critically reflect on their practice and application through self-awareness and reflection. In developing the students' awareness of their inherent abilities and potential the module will also explore career planning.*

## Learning Outcomes

After completing the module the student should be able to:

- 1 Identify and reflect upon the aspects of personal professional development including strengths, weaknesses, motivations, values, ability to work with others.
- 2 Develop the practice of critical self-reflection
- 3 Demonstrate their critical evaluation of their personal attributes and show how these map onto their career aspirations.

## Learning Outcomes of Assessments

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

Portfolio	1	2	3
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## Outline Syllabus

### *Personal Development*

*Developing as an independent, reflective learner*

*The Lecturer/Student relationship*

*Developing critical thinking - what is critical analysis?*

*Developing self-reflection - What is a reflection?*

### *Academic Practice*

*Academic writing - Construction an academic argument*

*Referencing*

*Literature review and library support*

### *Career Development*

*Understanding your chosen industry - career investigation. Researching your career path*

*The recruitment and selection process - writing a CV and interview competences*

*How to maintain employability and transferability – employee attributes: leadership, resilience, innovation, creativity and risk.*

## Learning Activities

Teaching will be through interactive workshops that will facilitate discussion and cohort engagement.

In the early part of the module, the student will be introduced to external forms of assessment that will provide externally assessed indicators of the attributes and attitudes of the student. The purpose of this is to provide a basis for the exploration of the student's response to the demands that will be made upon them by a UK Higher Education institution. The module, therefore, will seek to provide an

opportunity for the student to reflect on both their previous experience and their response to that and the expectations they now face.

The module will support the student's success by developing their skills in independent learning, criticality and academic practice. The purpose of this is to create knowledge that will assist students studies in other course modules.

The module necessitates a broad syllabus where much use will be made of directed study supported by the facilities of the careers service and the library. This approach will facilitate the development of students as independent learners.

The process leading to the completion of the portfolio will include reading, reflection and research. External tools, such as Belbin and psychological profiling software will be employed to assist students to reflect upon current skills, attributes and behaviours.

This will be incorporated into the workshop programme which will support the student throughout the process.

It is intended that part of the portfolio will be closely allied to the preferred field of employment. Through the portfolio and workshop, students will use the self-knowledge gained in the first part of the module to evaluate the needs of their chosen career path. Workshop sessions will seek to explore how the personal attributes, skills and knowledge are important in relation to both acquiring employment and developing a rewarding career.

The module will develop the detailed knowledge and competencies relevant to study at level 6 together with entry to and participation in the graduate labour market.

## **Notes**

The module is intended to deliver knowledge of and attendance to the competences and abilities for effective study at level 6 together with entry to and participation within the graduate labour market