

MODULE DESCRIPTOR

Module Title

Developing Professional Excellence (2)

Reference	BS2010	Version	5
Created	December 2023	SCQF Level	SCQF 8
Approved	July 2018	SCQF Points	30
Amended	March 2024	ECTS Points	15

Aims of Module

The aim of this module is to develop further competence in work-based learning and meta-skills development with a particular focus on developing skills in social intelligence.

Learning Outcomes for Module

On completion of this module, students are expected to be able to:

- 1 Exercise the interpersonal communication skills of effective listening, influencing, negotiation and persuasion.
- 2 Exhibit knowledge of how to use emotional and social intelligence skills in effective collaborative working with colleagues, peers and others.
- 3 Demonstrate curiosity and sense making skills in evaluating organisational issues and developing sustainable solutions to support decision making.
- 4 Demonstrate an ability to manage time, set goals and prioritise personal activities to meet objectives.
- 5 Critically reflect on personal development needs with a particular focus on the meta skills of social intelligence.

Indicative Module Content

Students will be required to digitally evidence and reflect upon personal, professional and academic development. This evidence will align with the modules undertaken in the second year of study and work based activities during this time, all as appropriate to SCQF level 8. Students will be required to extend this learning by critically reflecting on personal development with a particular focus on social intelligence.'

Module Delivery

The module is delivered in Blended Learning Mode using structured online learning materials/activities, facilitated by regular on-line tutor support, allowing students to contextualise this learning to their own workplace. Face-to-face engagement occurs through annual induction sessions and a series of modular on-campus workshops.

Indicative Student Workload	Full Time	Part Time
Contact Hours	30	N/A
Non-Contact Hours	30	N/A
Placement/Work-Based Learning Experience [Notional] Hours	240	N/A
TOTAL	300	N/A
<i>Actual Placement hours for professional, statutory or regulatory body</i>	240	

ASSESSMENT PLAN

If a major/minor model is used and box is ticked, % weightings below are indicative only.

Component 1

Type: Coursework Weighting: 100% Outcomes Assessed: 1, 2, 3, 4, 5
 Description: e-portfolio

MODULE PERFORMANCE DESCRIPTOR

Explanatory Text

Component 1 comprises 100% of the module grade. To pass the module, a D grade is required.

Module Grade	Minimum Requirements to achieve Module Grade:
A	A in C1
B	B in C1
C	C in C1
D	D in C1
E	E in C1
F	F in C1
NS	Non-submission of work by published deadline or non-attendance for examination

Module Requirements

Prerequisites for Module	None.
Corequisites for module	None.
Precluded Modules	None.

INDICATIVE BIBLIOGRAPHY

- 1 BASSOT, B., 2017. *The employability journal*. London: Palgrave Macmillan
- 2 CAMERON, S., 2024. *The business student's handbook: skills for study and employment*. 8th Edition. Upper Saddle River: Pearson Education Limited.
- 3 HELYER, R., WALL, T., MILTON, A., and LUND, M. 2021. *The work based learning student handbook*. 3rd ed. Red Globe Press. London.
- 4 TROUGHT, F., 2017. *Brilliant Employability Skills: How to stand out from the crowd in the graduate job market (2nd Edition)*. Harlow: Pearson Education.