

MODULE DESCRIPTOR

Module Title

Employability Skills

| | | | |
|-----------|--------------|-------------|--------|
| Reference | BS3017 | Version | 4 |
| Created | January 2024 | SCQF Level | SCQF 9 |
| Approved | July 2019 | SCQF Points | 15 |
| Amended | March 2024 | ECTS Points | 7.5 |

Aims of Module

To provide the student with an opportunity to critically reflect on their developing employability skills and the contribution made to the workplace during the placement period.

Learning Outcomes for Module

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

- 1 Demonstrate an understanding of key employability skills through independent research.
- 2 Demonstrate an understanding of their role and value within the organisation.
- 3 Reflect on their own contribution to the workplace during the placement period.
- 4 Reflect on their personal development during the placement period.
- 5 Demonstrate an understanding of the importance of professional ethics within employment setting.

Indicative Module Content

Runs in Semester 2 in conjunction with placement modules (BS3301 or BS3213). Self reflective diagnostic tool; dimensions of success; reflective models; professional workplace behaviours; CV writing.

Module Delivery

Introductory webinars and self directed study.

Indicative Student Workload

| | Full Time | Part Time |
|--|-----------|-----------|
| Contact Hours | 10 | N/A |
| Non-Contact Hours | 140 | N/A |
| Placement/Work-Based Learning Experience [Notional] Hours | N/A | N/A |
| TOTAL | 150 | N/A |
| <i>Actual Placement hours for professional, statutory or regulatory body</i> | | |

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: Individual reflective essay

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 |
| B | B |
| C | C |
| D | D |
| E | E |
| F | F |
| NS | Non-submission of work by published deadline or non-attendance for examination |

Module Requirements

| | |
|--------------------------|---|
| Prerequisites for Module | None. |
| Corequisites for module | Placement module (BS3301) or One semester placement module (BS3213) |
| Precluded Modules | None. |

INDICATIVE BIBLIOGRAPHY

- 1 COTTRELL, S., 2021. *Skills for success?: personal development and employability*. 4th ed. London: Red Globe Press.
- 2 HELYER, R., 2021. *The work-based learning student handbook*. 3rd ed. London?: Red Globe Press.
- 3 MOON, J.A., 2013. *Reflection in learning and professional development?: theory and practice*. Hoboken: Taylor and Francis.