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MODULE DESCRIPTOR

Module Title

Placement

Reference	BS3302	Version	4
Created	August 2021	SCQF Level	SCQF 9
Approved	July 2017	SCQF Points	15
Amended	September 2021	ECTS Points	7.5

Aims of Module

To provide the student with practical experience of problem solving and organisational dynamics in the workplace.

Learning Outcomes for Module

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

- 1 Apply knowledge and skills gained on the degree programme in a practical work context.
- 2 Undertake tasks of an administrative, managerial or legal nature.
- 3 Demonstrate the ability to reflect critically on their own learning experience in the workplace.

Indicative Module Content

Supervised work experience placement of 12 weeks duration with an employer.

Module Delivery

Regular contact and monthly reviews with placement supervisor and at least one placement visit and telephone contact as required with University placement tutor.

Indicative Student Workload

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

ASSESSMENT PLAN

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

Component 1

Type: Coursework Weighting: 80% Outcomes Assessed: 1, 2, 3
 Description: Placement report from Employer

Component 2

Type: Coursework Weighting: 20% Outcomes Assessed: 3
 Description: Written reflective statement focussing on the skills and knowledge achieved by the student whilst fulfilling the learning contract between them and the employer. The length is determined by the length of placement as indicated in the Module Handbook and CampusMoodle page. The report shall be marked by the academic placement supervisor.

MODULE PERFORMANCE DESCRIPTOR**Explanatory Text**

The calculation of the overall grade for this module is based on 80% weighting of C1 (vertical axis) and 20% weighting of C2 (horizontal axis) components. An overall minimum grade D is required to pass the module.

		Coursework:					
		A	B	C	D	E	F
Coursework:	A	A	A	A	B	B	E
	B	B	B	B	B	C	E
	C	B	C	C	C	D	E
	D	C	C	D	D	D	E
	E	D	D	D	E	E	E
	F	E	E	E	F	F	F
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 BOWDEN, J., 2011. *Writing a report: how to prepare, write and present effective reports*. 9th ed. Oxford: How to Books.
- 2 FANTHOME, C., 2004. *Work placements: a survival guide for students*. Basingstoke: Palgrave Macmillan.
- 3 LEWIS, R. and INGLIS, J., 2005. *How to write reports: the key to successful reports*. Cambridge: National Extension College Trust Ltd.