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MODULE DESCRIPTOR

Module Title

Evidencing Employability

Reference	BS3963	Version	3
Created	February 2019	SCQF Level	SCQF 9
Approved	July 2019	SCQF Points	30
Amended	July 2019	ECTS Points	15

Aims of Module

To provide the student with an opportunity to evidence their developing employability skills and critically reflect on the contribution made to their employing organisation.

Learning Outcomes for Module

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

- 1 Develop a portfolio of evidence which demonstrates application of knowledge and understanding from the relevant course of study to the workplace.
- 2 Convey an understanding of the employing organisation and reflect critically on the contribution made to that organisation.
- 3 Demonstrate the skills and experiences that have been acquired during the period of study and the contribution they have made to the workplace.
- 4 Critically evaluate own strengths and weaknesses as a manager.

Indicative Module Content

This module will be based on a period in which the student is fully involved in commercial business activities relevant to their course of study.

Module Delivery

The module will be delivered in an online learning format with learning materials hosted on CampusMoodle which require independent study supported by periodic tutor contact.

Indicative Student Workload

	Full Time	Part Time
Contact Hours	5	5
Non-Contact Hours	295	295
Placement/Work-Based Learning Experience [Notional] Hours	N/A	N/A
TOTAL	300	300
<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
 Description: E-portfolio

MODULE PERFORMANCE DESCRIPTOR**Explanatory Text**

The module is assessed by one component: C1 - Coursework - 100% weighting. Module Pass Mark = Grade D (40%)

Module Grade	Minimum Requirements to achieve Module Grade:
A	70% or above
B	60% - 69%
C	50% - 59%
D	40% - 49%
E	35% - 39%
F	0% - 34%
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 BECKER, S., 2021. *Boost your employability* London: Sage.
- 2 CAMERON, S., 2021. *The business student's handbook : skills for study and employment* (7th ed) Upper Saddle River: Pearson.
- 3 DOWSON, P., 2015. *Personal and Professional Development for Business Students* London: Sage.
- 4 MORGAN, P., 2020. *The Business Student's Guide to Study and Employability* (2nd ed) London: Sage.
- 5 NEUGEBAUER, J. and EVANS-BRAIN, J., 2016. *Employability: Making the most of your career development* London: Sage.
- 6 ROOK, S., 2015. *Work Experience, Placements and Internships* London: Palgrave.