MODULE DESCRIPTOR

Module Title

Personal and Professional Development

Reference	BSM545	Version	8
Created	May 2017	SCQF Level	SCQF 11
Approved	March 2017	SCQF Points	15
Amended	August 2017	ECTS Points	7.5

Aims of Module

The aim of the unit is to provide students with the opportunity of demonstrating knowledge and professional competence in an appropriate aspect of professional practice and a commitment to continuing professional development (CPD) through systematically and continuously reviewing personal development.

Learning Outcomes for Module

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

1	Investigate and diagnose an appropriate aspect of professional practice in an organisational setting, to search and critically evaluate data from primary and secondary resources in order to prepare a report to management, including a plan for implementing the recommendations within a reasonable timeframe.
2	Provide evidence of continuing professional development by means of a portfolio in which they reflect on experiences acquired in the course of their studies, including compilation of the research report to management; students will also have to devise a personal development plan which takes account of organisational requirements and longer term personal aspirations and reflects on learning outcomes.

Indicative Module Content

Compilation of a CPD log; research methodology: project management, research design and methods of data collection and analysis; synthesis of an action plan for implementation in the organisation.

Module Delivery

This module will be delivered using a variety of methods, focussing primarily on student centred learning. This will include lectures, workshops, tutorials and seminars, with a strong emphasis on student participation. Online students will achieve this through access to a range of interactive materials to facilitate learning, including online lectures, presentations and tutorials, plus synchronous and asynchronous activities, encompassing groupwork areas and discussion fora.

Indicative Student Workload

Indicative Student Workload	Full Time	Part Time
Contact Hours	36	36
Non-Contact Hours	114	114
Placement/Work-Based Learning Experience [Notional] Hours	N/A	N/A
TOTAL	150	150
Actual Placement hours for professional, statutory or regulatory body		

ASSESSMENT PLAN

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

Component 1

Type:	Coursework	Weighting:	70%	Outcomes Assessed:	1

Description:	Research Report to Management of 7000 words in length.

Component 2

Type:	Coursework	Weighting:	30%	Outcomes Assessed:	2

Description:	A portfolio of evidence to demonstrate their competence in continuous professional development.

MODULE PERFORMANCE DESCRIPTOR

Explanatory Text

The Module is assessed by two components: C1 - Coursework - 70% weighting. C2 - Coursework - 30% weighting. Module Pass Mark = Grade D (40%)

Module Grade	Minimum Requirements to achieve Module Grade:
A	At least 70% on weighted aggregate and at least 40% in each component
B	At least 60% on weighted aggregate and at least 40% in each component
C	At least 50% on weighted aggregate and at least 40% in each component
D	At least 40% on weighted aggregate and at least 40% in each component
E	At least 35% on weighted aggregate
F	Less than 35% on weighted aggregate
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 ANDERSON, V., FONTINHA, R. and ROBSON, F., 2020. *Research methods in human resource management.* 4th ed. London: CIPD.

2 EASTERBY-SMITH, M., THORPE, R., JACKSON, P.R. and JASPERSEN, L.J., 2018. *Management and business research. 6th ed.* London: Sage.

3 SAUNDERS, M., LEWIS, P. and THORNHILL, A., 2019. *Research methods for business students.* 8th ed. Harlow: Pearson. *ebook*

4 ADAMS, J., KHAN, H.T.A. and RAESIDE, R., 2014. *Research methods for business and social science students.* 2nd ed. New Delhi: Sage. *e-book*

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