

MODULE DESCRIPTOR

Module Title

Placement			
Reference	LL3302	Version	2
Created	January 2023	SCQF Level	SCQF 9
Approved	July 2017	SCQF Points	15
Amended	January 2023	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	N/A
Non-Contact Hours	N/A	N/A
Placement/Work-Based Learning Experience [Notional] Hours	140	N/A
TOTAL	150	N/A
<i>Actual Placement hours for professional, statutory or regulatory body</i>	140	

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
 Description: Portfolio of work with a placement report from employer and student reflections on skills attained.

MODULE PERFORMANCE DESCRIPTOR**Explanatory Text**

The calculation of the overall grade for this module is based on 100% weighting of C1. An overall minimum grade D is required to pass the module.

Module Grade	Minimum Requirements to achieve Module Grade:
A	The student needs to achieve an A in C1.
B	The student needs to achieve a B in C1.
C	The student needs to achieve a C in C1.
D	The student needs to achieve a D in C1.
E	The student needs to achieve an E in C1.
F	The student needs to achieve an 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 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.