



Module Definition Form (MDF)

<b>Module Code:</b> EJ115882S	<b>Version:</b> 2	<b>Date amended:</b> 2 <sup>nd</sup> January 2007
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<b>1. Module Title:</b> <i>maximum 100 characters</i>
Work Based Learning 1

<b>2a. Module Leader:</b>	<b>2b. Department:</b>	<b>2c. Faculty:</b>
M Roots	Computing and Technology	Science and Technology

<b>3a. Level:</b> <i>see guidance notes</i>	<b>3b. Module Type:</b> <i>see guidance notes</i>
1	Standard

<b>4a. Credits:</b> <i>see guidance notes</i>	<b>4b. Study Hours:</b> <i>see guidance notes</i>
15	150

<b>5. Restrictions</b>	
<b>Pre-requisites:</b>	None
<b>Co-requisites:</b>	None
<b>Exclusions:</b>	None
<b>Pathways to which this module is restricted:</b>	None

**LEARNING, TEACHING AND ASSESSMENT INFORMATION (for inclusion in the Module Guide)**

<b>6a. Module Description:</b> <i>200 – 300 words</i>
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Learning in the work place is an integral part of a foundation degree. The work environment provides a rich setting for exploration and discovery of a range of knowledge, skills and understanding. Three strands formulate an integrated approach to this unit:

- Learning about work – relates to further developing the learners' knowledge and understanding of the workplace
- Learning through work – examines the acquisition of practical skills in a real working environment, for example on a work placement, or through current employment
- Learning for work – the learners' knowledge and skills are developed in a way that is directly relevant to the workplace.

The module enables students to reflect on their work practice, critically appraise their own performance and report on the experience of learning at work. The student will be expected to demonstrate information gathering and descriptive skills with only limited application of higher order evaluative or analytical skills and an awareness of ethical issues relevant to their practice and studies.

Students will be required to log at least 45 hours of work practice. This must be IT related and may be at the students' existing place of employment. Students who are unable to find a suitable work placement will be found an appropriate placement. The assessment comprises a production of a Diary, a Project Report and a Personal Action Plan.

<b>6b. Outline Content:</b>
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- The work environment (e.g. physical, social, hierarchical).
- Health, safety and well-being of the work environment.
- Co-workers clients and visitors
- Communication in the work place – between workers, stakeholders and customers/clients.
- IT professional standards.

<b>6c. Key Texts/Literature:</b>
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[www.dfes.gov.uk/wrlr/](http://www.dfes.gov.uk/wrlr/) *The Work Related Learning Report*, DfES  
[www.wrl-ne.co.uk/PDFs/rationale.pdf](http://www.wrl-ne.co.uk/PDFs/rationale.pdf) *A Framework for Work Related Learning*, produced by the work related learning advisory group  
 BCS Code of Conduct (<http://www.bcs.org/BCS/AboutBCS/codes/conduct/>) and Code of Good Practice (<http://www.bcs.org/BCS/AboutBCS/codes/cop/>)  
 Maylor, H., 2003. *Project Management*, Prentice Hall

<b>6d. Specialist Learning Resources:</b>				
None				
<b>7. Learning Outcomes (threshold standards):</b>				
On successful completion of this module the student will be expected to be able to:				
<b>Knowledge and understanding</b>	1. Analyse the relationship between theoretical perspectives and work based practice 2. Evaluate the professional standards relating to own specific practice			
<b>Intellectual, practical, affective and transferable skills</b>	3. Work effectively as a member of a team 4. Reflect on and analyse the relationship between organisational culture and goals and specific practice.			
<b>8. Learning Activities</b>				
<b>Learning Activities</b>	<b>Hours</b>	<b>Learning Outcomes</b>	<b>Additional Comments (including details of use of web-CT)</b>	
Teacher managed learning:	18	1, 2, 3, 4		
Student managed learning:	132	2, 3	Including 45 hours of work practice	
<b>TOTAL</b>	<b>150</b>			
<b>9. Assessment</b>				
<b>Assessment Method</b>		<b>% contribution to module mark or P/F</b>	<b>Learning Outcomes</b>	
Diary and/or Personal Action Plan		P/F	1, 2, 3, 4	
Negotiate and prepare project report		100	1, 2, 3, 4	
<p><b>In order to pass this module, students are required to achieve an overall mark of 40%</b></p> <p><b>In addition, students are required to (a) for each element of fine graded assessment listed above, achieve a minimum mark of 30% (or higher - see Module Guide) and (b) pass any pass/fail elements</b></p>				
<b><u>OTHER TECHNICAL DETAILS</u></b>				
<b>10. Delivery of the Module</b> <i>Please delete as appropriate</i>				
<b>Delivery</b>	<b>This module is delivered over...</b>	<b>Yes or No?</b>	<b>Indicate which by deleting as appropriate</b>	
1	...a single semester	Y	Semester 1      Semester 2	
7	... an exceptional delivery pattern	Y	Due to the nature of the work practice element, students may be required to follow this module outside the normal teaching periods	
<b>11. Learning Activities – further details</b>				
<b>Learning Activities</b>	<b>Details of duration and frequency of learning activities</b>			
Teacher managed learning:	2 hours/week x 6 weeks lecture/tutorial followed by 6 hours seminar/tutorial			
Student managed learning:	45 hours work placement; 18 hours placement preparation; 24 hours lecture/tutorial preparation; 80 hours assignment preparation; 20 hours PAP preparation			
<b>12. Module Assessment – further details</b>				
<b>Method</b>	<b>Length/duration</b>	<b>Fine graded (FG) or pass/fail (PF)</b>	<b>Minimum Qualifying Mark</b> <i>see guidance notes</i>	<b>Comments</b>
Diary	500 words	P/F		Summary of events, activities and key issues
Personal Action Plan	500 words			Based on personal reflection/diary and project
Project Report	2000 words	FG	30%	Topic agreed with tutor/employer relevant to work activity
<b>13. Subject:</b> <i>see guidance notes</i>				