Module Specification

Summary Information

Module Code	6602TPD
Formal Module Title	Portfolio and Professional Career
Career	Undergraduate
Credits	30
Academic level	FHEQ Level 6
Module Pass Mark	40

Learning Methods

Learning Method Type	Hours
Lecture	60
Practical	80
Seminar	20
Tutorial	15

Module Offering(s)

Start Month	Duration
September	28 Weeks

Aims and Outcomes

Aims	This aim of this module is to allow students to consider their personal and professional skills and strengths, prepare them for their future professional career after graduation and create a professional portfolio which communicates their talents and creative identity. Through a series of lectures and workshops in self-promotional, career development and employment-related skills, students will create a comprehensive portfolio of work demonstrating their career development planning and research. Through this body of work students will be asked to identify and complete a professional development activity that will benefit their career prospects; this engagement will also form part of their portfolio assessment. This module will give the students an understanding of how to present themselves as a professional designer and become aware of the importance of presentation within the visual and performing arts.

Learning Outcomes

After completing the module the student should be able to:

Code	Description
MLO1	Evaluate the potential issues and processes leading to employment in chosen fields and construct a clear plan for personal management and administration.
MLO2	Identify personal and professional attributes and skillset to create a professional development action plan.
MLO3	Plan and record self-learning and development as the foundation for lifelong learning/CPD.
MLO4	Reflect upon their body of past work and make informed, appropriate choices to determine content for a portfolio.
MLO5	Present a collection of visual material in a form that Successfully communicates their work and unique identity.

Module Content

Outline Syllabus

A series of lectures and workshops will be delivered that are designed to arm students with current education and employment-related information and skills. Throughout the series of lectures/seminars, a structure will be created in which each student will start developing their own research file. The file will be used identify an approach to promote their expertise. These sessions may include: personal administration including tax and national insurance; indemnity and public liability insurance; further vocational training; contacts and networking; creating a personal industry database; curriculum vitae and business cards; personal presentation and marketing; industry organisations and bodies; job applications and postgraduate study.

The module will run throughout the third year, putting emphasis on recording work effectively in preparation for the creation of the portfolio (real and/or digital). There will be a series of lectures and workshops looking at the possibilities of a tactile object as well as work in digital form. There will be a practical making workshop looking at book binding techniques and skills workshops on a variety of computer visualisation programmes. Each student will have the opportunity to use a variety of media in order to create their individual, personal portfolio. There will be sessions offered where student work can be recorded and digitised, and sessions on how to record work effectively on their own.

Module Overview

This module will allow you to consider your personal and professional skills and strengths and prepare you for your future career after graduation. You will cover management and financial skills, such as tax self-assessment, indemnity and public liability insurances, unions and organisations, and you will identify and complete a professional development activity to support your personal career plan. The module will culminate with the creation of a professional portfolio.

Additional Information

The Profession Career half of the module will be shared with Theatre and Production Technology (TPT) students.

Assessments

Assignment Category	Assessment Name	Weight	Exam/Test Length (hours)	Learning Outcome Mapping
Portfolio	Career Portfolio/File	50	0	MLO1, MLO2, MLO3
Portfolio	Professional Portfolio	50	0	MLO3, MLO4, MLO5