



## Module Specification

### Summary Information

<b>Module Code</b>	6603TPT
<b>Formal Module Title</b>	Professional Career
<b>Career</b>	Undergraduate
<b>Credits</b>	15
<b>Academic level</b>	FHEQ Level 6
<b>Module Pass Mark</b>	40

### Learning Methods

<b>Learning Method Type</b>	<b>Hours</b>
Lecture	30
Practical	70
Tutorial	7

### Module Offering(s)

<b>Start Month</b>	<b>Duration</b>
September	28 Weeks

### Aims and Outcomes

<b>Aims</b>	This aim of this module is to allow students to consider their personal and professional skills and strengths and prepare them for their future professional career after graduation. 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.
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### Learning Outcomes

After completing the module the student should be able to:

<b>Code</b>	<b>Description</b>
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ML01	Evaluate the potential issues and processes leading to employment in chosen fields and construct a clear plan for personal management and administration.
ML02	Identify personal and professional attributes and skillset to create a professional development action plan.
ML03	Plan and record self-learning and development as the foundation for lifelong learning/CPD.

## 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 & national insurance structures; public liability and indemnity insurances; 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.

### 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 business management and financial skills, such as tax self assessment, public liability and indemnity insurances, unions, and organisations, and you will identify and complete a professional development activity to support your personal career portfolio.

## Assessments

Assignment Category	Assessment Name	Weight	Exam/Test Length (hours)	Learning Outcome Mapping
Portfolio	Career Portfolio	100	0	ML01, ML02, ML03