

<b>Module Code</b>	<b>BSNF03</b>
<b>Version</b>	1.1
<b>Module Title</b>	<b>Academic Skills</b>
<b>Credits</b>	20
<b>Valid From</b>	01/09/18 - 31/08/24
<b>Status</b>	Validated
<b>Subject Board</b>	BSN
<b>Academic Level (FHEQ)</b>	3
<b>Study Period</b>	A
<b>Prerequisites and co-requisites</b>	N/A
<b>Associated programmes</b>	BSc (Hons) Business with Foundation Year
<b>Not available to students taking/having taken</b>	N/A

**Content** (Indicative)

This module outlines what basic academic skills are needed at university level, introducing critical thinking, self-directed learning and referencing.

- The principles of university level study including critical thinking, reflective practice, learning styles and research skills.
- Strategies to self-direct learning and engage in guided independent study.
- The fundamental principles and techniques of the Harvard referencing system.

**Teaching and Learning Experience**

Blended Learning

Lectures

Seminars

Guided Independent Study

**Module Learning Outcomes (MLOs)**

On successful completion of this module students will be able to:

1. Explain and review the theory of self-directed learning.
2. Discuss the principles of critical thinking.
3. Produce a critique on a piece of chosen literature.
4. Prepare an action plan for engaging in guided independent study.
5. Apply the principles and techniques of referencing.

**Assessment**

<b>Assessment task</b>	<b>Load (e.g. wordage)</b>	<b>Weighting (as a percentage)</b>	<b>Learning outcomes assessed</b>
Literature Review	up to 2,500 words (or equivalent)	50%	1, 2, 3
Reflective Portfolio	up to 1,250 words (or equivalent)	25%	4
Referencing Exercise	up to 1,250 words (or equivalent)	25%	5

## **Indicative reading**

### **Books**

- Cottrell, S. (2017) *Critical Thinking Skills: Effective Analysis, Argument and Reflection* (Palgrave Study Skills), 3rd Edition, Palgrave: UK.
- Cottrell, S. (2013) *The Study Skills Handbook* (Palgrave Study Skills), 4th Edition, Palgrave: UK.
- Pears, R. (2016) *Cite Them Right: The Essential Referencing Guide* (Palgrave Study Skills), Palgrave: UK.
- McFarlan, B. (2003) *Drop the Pink Elephant*, Capstone.
- Walliman, N. 2018 *Research Methods: the basics* 2nd Edition. Routledge, London.
- Walliman, N. 2005 *Your Research Project*. 2nd Edition. Sage, London.

### **Journals**

International Journal of Entrepreneurial Behaviour & Research

### **Websites**

- <http://www.citethemrightonline.com/>
- <http://www.academicskills.marjon.ac.uk>
- <http://he.palgrave.com/studentstudyskills>
- <http://www.ucas.com/ucas/undergraduate/preparing-your-studies/study-skills-guide>