



## Module Descriptor Definitive Document

<b>Module Code</b>	BSNC02
<b>Version</b>	1.2
<b>Module Title</b>	Academic, Personal and Professional Development
<b>Credits</b>	20
<b>Academic Level (FHEQ)</b>	4
<b>Study Period</b>	A
<b>Prerequisites and co-requisites</b>	N/A

### Content (Indicative)

This module will develop students' engagement with their own personal and academic development in order to support them as they make the step up to degree-level study within the university environment. It will include the following content:

- Reflection on academic, personal and professional aspirations and engagement in personal development planning to achieve these.
- A broad understanding of the sector or sectors of employment related to their programme of study.
- How to manage oneself at university, access and create resources and develop the core knowledge, skills and attributes of enterprising graduates.

### Teaching and Learning Experience

- Blended Learning
- Guided Independent Study
- Hack-a-thon
- Lectures
- Networking Events
- Seminar

### Module Learning Outcomes (MLOs)

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

1. Identify the sector(s) of employment related to their programme of study.
2. Discuss the core knowledge, skills and attributes of enterprising graduates.

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3. Demonstrate reflection upon current knowledge, skills and experience and applicability for operating as an employee or entrepreneur.
4. Produce a personal development plan.

## Assessment

Assessment task	Load	Weighting	Learning Outcomes assessed
Reflective Portfolio	up to 5,000 words (or equivalent)	100%	1, 2, 3, 4

## Indicative reading (APA 7th edition referenced)

### Books

- Burns, T., & Sinfield, (2008). *Essential study skills: The complete guide to success at University*. (2nd ed.). Sage.
- Carnegie, D. (2006). *How to win friends and influence people*. Vermilion. (any edition will do)
- Covey, S. R. (2004). *The 7 habits of highly effective People*. Simon and Schuster UK Ltd.
- McFarlan, B. (2003). *Drop the pink elephant*. Capstone.
- Sage. Kelly, M. (2016). *Social media for your student and graduate job search*. Palgrave Career Skills.
- Schon, D. A. (1984). *The reflective practitioner: How professionals think in action*. Basic Books.
- Smale, B., & Fowlie, J. (2009). *How to succeed at university: An essential guide to academic skills and personal development*. Sage.
- Tissington, P., Hasel, M., & Matthiesen, J. (2009). *How to write successful business and management essays*. Sage.

### Journals

Career Development International  
Education + Training  
European Journal of Training and Development  
Journal of Career Development  
Journal of Workplace Learning

### Websites

[www.academicskills.marjon.ac.uk](http://www.academicskills.marjon.ac.uk)  
[www.belbin.com](http://www.belbin.com)  
[www.citethisforme.com/harvard-referencing](http://www.citethisforme.com/harvard-referencing)  
CMI resources [www.myersbrigg.com](http://www.myersbrigg.com)