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| **Module Scheme Semester One 2022-23** | | | | | | |
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| Module Name: | Preparing for Success at University – Knowledge & Creativity | | | | | |
| Module Code: | FY026 | | | Academic Year: | 2022-23 | |
| Module Leader: | Dr Taimur Khan | | |  |  | |
| Tutor’s Email: | Taimur.khan@oxfordbusinesscollege.ac.uk | | |  |  | |
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| Learning Outcomes: |  | | | | | |
| **LO1:** Demonstrate effective communication skills, applicable to academic and professional contexts. (Learning)  **LO2:** Reflect on their individual performance, behaviour and experience in education and/or employment (Knowledge)  **LO3:** Locate and evaluate resoruces for academic and employment related purposes (Knowledge)  LO4: Think critically and creatively about graduate employment opportunities in future (Creativity)  The module enables students to begin developgint the Bucks Graduate Attributes associated with ‘*’knowledge and its applications and creativity’*’, which are essential for success in higher education and in the world of work.  It encourages students to see the significant overlap between study skills and employability skills and provdes the opportunity for students to reflect on and develop their existing abilities in both areas.  The module will prepare students for successful progression to Level 4 academic study while allowing them to learn about and prepare themselves for employment in the twenly first century trough inquiry based learning, problem solving and critical and creative thinking.  The module complements FY027- *Preparing for Success: Self Develoment and Responsibility*, which develops the Bucks Graduate Attributes associated with *leadership and self-development and social and ethical awareness and responsibility*. Both FY026 and FY027 are designed so that students can take them in any order. | | | | | | |
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| Assessment Summary: |  | | | | | |
| Assessment Task | | | Key Dates | | |  |
| CW1: Reflective Essay | | | **16 December 2022** | | |  |
| Portfolio  Part 1: Presentation  Part 2: Report | | | **20 January 2023** | | |  |
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| Week by Week Guide: | Teaching details | | | | | |
| **1**. Week beginning:  (Timetabling Week 1) | An introduction | Learning Styles HOWARD GARDNER (Multiple Intelligence); VARK, KOLB, HONEY & MUMFORD | | | | | |
| **2**. Week beginning:  (Timetabling Week 2) | Communication for academic and professional contexts, e.g., writing skills, presentation skills | | | | | |
| **3.** Week beginning:  (Timetabling Week 3) | Reading skills | | | | | |
| **4**: Week beginning:  (Timetabling Week 4) | Reflection | | | | | |
| **5:** Week beginning:  (Timetabling Week 5) | Reflective writing using Driscoll’s Model DRISCOLL -reflective writing | | | | | |
| **6.** Week beginning:  (Timetabling Week 6) | Academic Writing (email writing exercises) | | | | | |
| **7.** Week beginning:  (Timetabling Week 7) | Harvard Referencing & citing sources | | | | | |
| **8.** Week beginning:  (Timetabling Week 8) | Digital literacy, technological skills | | | | | |
| **9.** Week beginning:  (Timetabling Week 9) | Knowledge & understanding the world of work in 2021 & beyond | | | | | |
| **10**. Week beginning:  (Timetabling Week 10) | Creativity.Creative thinking and problem solving skills. | | | | | |
| **11.** Week beginning:  (Timetabling Week 11) | Writing assignments: large scale structures | | | | | |
| **12.** Week beginning:  (Timetabling Week 12) | CW1 Assignment submission | | | | | |
| **13.** Week beginning:  (Timetabling Week 13) | break | | | | | |
| **14**. Week beginning:  (Timetabling Week 14) | break | | | | | |
| **15**. Week beginning:  (Timetabling Week 15) | Assignment feedback | | | | | |
| **16.** Week beginning:  (Timetabling Week 16) | CW2 Assignment support session | | | | | |
| **17.** Week beginning:  (Timetabling Week 17) | CW2 Assignment submission | | | | | |

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| Core Text(s): |  |
| Gibbs, G (1988). Learning by doing: a guide to teaching and learning methods. Oxford: Further Education Unit, Oxford Polytechnic. Honey, P and Mumford, A (1986). In Mumford, A, Effective Learning. London: IPD. Schön, D (1983). The reflective practitioner: how professionals think in action. New York: Basic Books. | |

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| Additional Reading: |  |
| Driscoll, J., 1994. Reflective practice for practise. Senior Nurse, 14(1), p.47.  Honey, P. and Mumford, A., 1986. Using your learning styles. Chartered Institute of Personnel and Development.  Kolb, D.A., 1984. The process of experiential learning. Experiential learning: Experience as the source of learning and development (pp. 20-38). Prentice-Hall, Inc.  Schön, D.A., 2017. The reflective practitioner: How professionals think in action. Routledge. | |