Confirmation that this version of the module specification has been approved by the School Learning and Teaching Committee:

 (18/2/15)

**SECTION 1: MODULE SPECIFICATIONS**

1. Title of the module

**Introduction to Professional Skills (SS349)**

1. School or partner institution which will be responsible for management of the module

**School of Sport and Exercise Sciences (SSES)**

1. Start date of the module

**Autumn 2012 (revised Spring 2015 with revised start date Autumn 2015)**

1. The number of students expected to take the module

**200**

1. Modules to be withdrawn on the introduction of this proposed module and consultation with other relevant Schools and Faculties regarding the withdrawal

**NONE**

1. The level of the module (e.g. Certificate [C], Intermediate [I], Honours [H] or Postgraduate [M])

**C**

1. The number of credits and the ECTS value which the module represents

**15 (7.5 ECTS)**

1. Which term(s) the module is to be taught in (or other teaching pattern)

**Autumn and/or Spring**

1. Prerequisite and co-requisite modules

**None.**

1. The programmes of study to which the module contributes

**BSc. Sport & Exercise Science,**

**BSc. Sport and Exercise for Health,**

**BSc. Sports Therapy**

**B.A. Sport and Exercise Management**

**B.A. Sport Management**

**MSci Applied Sport and Exercise Science**

**MMan Sport Management**

1. The intended subject specific learning outcomes
	1. To implement appropriate academic skills specific to the area of study
	2. To demonstrate understanding of basic research and statistical concepts
	3. To understand principles of research design and ethics
	4. To demonstrate an appreciation of time management and professional practice consummate with that expected for University study.
2. The intended generic learning outcomes
	1. Communication skills – to communicate learning in the written course work
	2. Information technology – preparation for lectures, seminars, reading tasks, internet searches, and the compilation of a written assignment
	3. Ability to plan and manage learning - completing the extra self directed study necessary to successfully meet the requirements for this module.
	4. Problem solving –tasks set in the lectures and seminars and the written course work
3. A synopsis of the curriculum

This module will cover topics including, but not limited to: Introduction to referencing and plagiarism, Introduction to academic writing style, Introduction to history of science, Introduction to critical thinking, Introduction to research methods, Introduction to statistical concept, Introduction to critical thinking, and research ethics.

1. Indicative Reading List

Gratton, C., & Jones, I. (2010). *Research methods for sports studies.* London: Routledge.

Ryall, E. (2010). *Critical thinking for sports students*. Exeter, United Kingdom: Learning Matters Ltd.

Smith, M. (2010). *Research methods in sport.* Exeter, United Kingdom: Learning Matters Ltd.

Thomas, J. R., Nelson, J. K., & Silverman, S. J. (2011). *Research methods in physical activity*. Champaign, IL: Human Kinetics.

1. Learning and Teaching Methods, including the nature and number of contact hours and the total study hours which will be expected of students, and how these relate to achievement of the intended module learning outcomes

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| --- | --- | --- |
|  | Hours | ILOs covered |
| Lecture | 11 (1 per week) | 11.1, 11.2, 11.3 |
| Seminar | 10 (1 per week) | 11.1, 11.2, 11.3, 11.4 |
| Total contact hours | 21 |  |

Total hours for the module will be 150. The lectures will introduce each topic area and explain the key issues in the subject. Material will be delivered using a variety of oral and visual lecture materials. The seminars will apply concepts and theories covered in lectures, allowing further understanding and assimilation of knowledge. Seminars will allow oral communication, writing skills, problem solving and enable critical thinking. To check knowledge gained from lectures and seminars, short weekly quizzes will be available for students to complete as private study. Delivered via Moodle, the quizzes will be made available to students at the end of each seminar and comprise of a series of questions with automated feedback dependent upon the answer the student provides. The feedback provided will refer students to additional resources (i.e. readings, specific lecture slides etc..) for further study. The focus of private study (129 hours) should be on wider reading to develop and reinforce their knowledge and understanding of the topics and material covered in lectures, preparation for seminars and work towards assessment by coursework. It will also allow students to develop time management skills, library skills and critical thinking skills.

1. Assessment methods and how these relate to testing achievement of the intended module learning outcomes

Students will be assessed on their achievement through the completion of coursework (ILO’s 11.1, 11.2, 11.3 GLO’s 12.1, 12.2, 12.3, 12.4). The achievement of ILO 11.4 is evidenced by a minimum seminar attendance of 80%. The weighting, the pass mark and the ILOs and GLOs are as follows:

|  |  |  |  |
| --- | --- | --- | --- |
| **Assessment Type** | **Weighting** | **Qual Mark** | **Learning Outcomes Assessed** |
| Coursework: Essay  | 100% | 40% | 11.1, 11.2, 11.312.1, 12.2, 12.3, 12.4 |
| Attendance | 0% | Pass/Fail |  11.4 |

1. Implications for learning resources, including staff, library, IT and space

The module will be convened by existing members of the School of Sport and Exercise Sciences. Library and IT resources will be provided by utilising existing provision with the view to further expansion as required. It is expected that physical teaching space will be available including the usage of a lecture theatre and IT rooms for all of the module seminars. It is anticipated that the Student Learning and Advisory Service will assist in the planning and delivery of some lectures.

1. The School recognises and has embedded the expectations of current disability equality legislation, and supports students with a declared disability or special educational need in its teaching. Within this module we will make reasonable adjustments wherever necessary, including additional or substitute materials, teaching modes or assessment methods for students who have declared and discussed their learning support needs. Arrangements for students with declared disabilities will be made on an individual basis, in consultation with the University’s disability/dyslexia support service, and specialist support will be provided where needed.
2. Campus(es) where module will be delivered:

**Medway**

***If the module is part of a programme in a Partner College or Validated Institution, please complete the following:***

1. Partner College/Validated Institution:
2. University School responsible for the programme:

**SECTION 2: MODULE IS PART OF A PROGRAMME OF STUDY IN A UNIVERSITY SCHOOL**

**Statement by the School Director of Learning and Teaching/School Director of Graduate Studies (as appropriate):** "I confirm I have been consulted on the above module proposal and have given advice on the correct procedures and required content of module proposals"

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| --- | --- |
| ................................................................Director of Learning and Teaching/Director of Graduate Studies (delete as applicable)…………………………………………………Print Name | ..............................................Date |

**Statement by the Head of School:** "I confirm that the School has approved the introduction of the module and, where the module is proposed by School staff, will be responsible for its resourcing"

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| --- | --- |
| .................................................................Head of School…………………………………………………….Print Name | ..............................................Date |

**SECTION 3: MODULE IS PART OF A PROGRAMME IN A PARTNER COLLEGE OR VALIDATED INSTITUTION**

(Where the module is proposed by a Partner College/Validated Institution)

**Statement by the Nominated Officer of the College/Validated Institution** *(delete as applicable)***:** "I confirm that the College/Validated Institution*(delete as applicable)* has approved the introduction of the module and will be responsible for its resourcing"

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| .................................................................Nominated Responsible Officer of Partner College/Validated Institution ………………………………………………….Print Name………………………………………………….. Post | ..............................................Date |

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Partner College/Validated Institution