

University of the West of Scotland

Module Descriptor

Session: 2024-25

Title of Module: Interpersonal Skills & Change Management			
Code: QUAL11003	SCQF Level: 11 (Scottish Credit and Qualifications Framework)	Credit Points: 10	ECTS: 5 (European Credit Transfer Scheme)
School:	School of Computing, Engineering and Physical Sciences		
Module Co-ordinator:	Dr Zoofishan Hayat		
Summary of Module			
<p>This is a continuously assessed module with written and oral assignments. It utilizes integrative assessment with on-going formative assessments based on case studies and presentations relating to their field of study. Practice based learning is utilised through a case study approach.</p> <p>The assessments and module delivery are designed to encourage the student to undertake reflective practice in terms of their own interpersonal skills.</p> <p>The module covers the following:</p> <ol style="list-style-type: none">1) Planned change: phases, models and development of change theory including Lewin, action research and comparison with emergent approaches.2) Individual and organisational forces influencing motivation to change. Strategies for initiating, stimulating, and facilitating the transformational process, situational variables and their influence on intervention style and techniques. Change-agent skills for successful organisation development programmes.3) Developing skills in self-awareness and reflection. Self-development through disclosure and feedback. Achievement of objectives including personal growth. Constructive communication, problem solving, constructive conflict management. Dynamics of teams and teambuilding in personal development. <p>The role of leadership in transforming the vision into application. Identifying and developing leadership skills.</p> <p>Graduate Attributes on completion include:</p> <p><u>Universal</u></p> <ul style="list-style-type: none">• Critical Thinker• Ethically minded.			

- Research-minded.

Work Ready

- Problem-Solver
- Effective Communicator
- Ambitious

Successful

- Autonomous
- Resilient
- Driven

Module Delivery Method

Face-To-Face	Blended	Fully Online	HybridC	Hybrid 0	Work-Based Learning
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

See Guidance Note for details.

Campus(es) for Module Delivery

The module will **normally** be offered on the following campuses / or by Distance/Online Learning: (Provided viable student numbers permit) (tick as appropriate)

Paisley:	Ayr:	Dumfries:	Lanarkshire:	London:	Distance/Online Learning:	Other:
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Add name

Term(s) for Module Delivery

(Provided viable student numbers permit).

Term 1	<input checked="" type="checkbox"/>	Term 2	<input type="checkbox"/>	Term 3	<input type="checkbox"/>
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Learning Outcomes: (maximum of 5 statements)

These should take cognisance of the SCQF level descriptors and be at the appropriate level for the module.

At the end of this module the student will be able to:

L1	Critically analyse and evaluate theories in change management and interpersonal skills
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L2	Develop a critical knowledge of effective use of interpersonal skills in leading and managing change.
L3	Apply and critically evaluate appropriate leadership styles and techniques in managing change.
L4	Develop self-awareness and reflective practice
Employability Skills and Personal Development Planning (PDP) Skills	
SCQF Headings	During completion of this module, there will be an opportunity to achieve core skills in:
Knowledge and Understanding (K and U)	<p>SCQF Level 11</p> <p>Gain a critical understanding of the development of principles of change management.</p> <p>Achieve a detailed knowledge of theories relating to interpersonal skills such as leadership, teambuilding, and ability to critically evaluate the effectiveness of all.</p>
Practice: Applied Knowledge and Understanding	<p>SCQF Level 11</p> <p>Identify informed approaches to establishing management systems in a range of industrial settings.</p> <p>Synthesise information and gain a coherent understanding of theories and practices in change management.</p> <p>Develop techniques for self-reflection and improving effectiveness of interpersonal skills.</p>
Generic Cognitive skills	<p>SCQF Level 11</p> <p>Develop and demonstrate an ability to communicate effectively in a variety of professional settings.</p> <p>Demonstrate an understanding of an issue and develop a creative and sensible solution to an industrial change problem.</p>
Communication, ICT and Numeracy Skills	<p>SCQF Level 11</p> <p>Gain a full understanding of the process of preparing oral and written reports, using IT.</p> <p>Develop the ability to self-reflect and recognize the impact of behaviour on others.</p>
Autonomy, Accountability and Working with others	<p>SCQF Level 11</p> <p>Work as part of a professional team to analyse information, formulate a solution, and present it back to the group.</p>

	Prepare, carry out, report on and present solutions to an industrial based problem,	
Pre-requisites:	Before undertaking this module, the student should have undertaken the following:	
	Module Code:	Module Title:
	Other:	Appropriate knowledge and experience from past studies or work-based learning
Co-requisites	Module Code:	Module Title:

*Indicates that module descriptor is not published.

Learning and Teaching	
In line with current learning and teaching principles, a 20-credit module includes 200 learning hours, normally including a minimum of 36 contact hours and maximum of 48 contact hours.	
Learning Activities During completion of this module, the learning activities undertaken to achieve the module learning outcomes are stated below:	Student Learning Hours (Normally totalling 200 hours): (Note: Learning hours include both contact hours and hours spent on other learning activities)
Lecture/Core Content Delivery	12
Tutorial/Synchronous Support Activity	6
Independent Study	82
Choose an item.	
Choose an item.	
Choose an item.	
Choose an item.	
Choose an item.	
Choose an item.	
	100
**Indicative Resources: (eg. Core text, journals, internet access)	

The following materials form essential underpinning for the module content and ultimately for the learning outcomes:

Hayes, J., 2018. The theory and practice of change management. Palgrave.

Senior B. and Swailes S., 2016. Organizational Change (5th ed/n.) Harlow: Pearson Education Limited

Coaching People through Organizational Change: Practical Tools to Support Employees through Business Transformation (2022): Sue Noble, Amy Tarrant

Communication and Interpersonal Skills in Social Work (Transforming Social Work Practice Series) Paperback – 24 Mar. 2020 by Juliet Koprowska.

(**N.B. Although reading lists should include current publications, students are advised (particularly for material marked with an asterisk*) to wait until the start of session for confirmation of the most up-to-date material)

Attendance and Engagement Requirements

In line with the [Student Attendance and Engagement Procedure](#): Students are academically engaged if they are regularly attending and participating in timetabled on-campus and online teaching sessions, asynchronous online learning activities, course-related learning resources, and complete assessments and submit these on time.

Equality and Diversity

The University's Equality, Diversity and Human Rights Procedure can be accessed at the following link: [UWS Equality, Diversity and Human Rights Code](#).

Please ensure any specific requirements are detailed in this section. Module Co-ordinators should consider the accessibility of their module for groups with protected characteristics..

(N.B. Every effort will be made by the University to accommodate any equality and diversity issues brought to the attention of the school)

Supplemental Information

Divisional Programme Board	Engineering
Assessment Results (Pass/Fail)	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
School Assessment Board	Civil Engineering

Moderator	Dr Nor Azuana Mat Said
External Examiner	A Gard
Accreditation Details	N/A
Changes/Version Number	2.12

Assessment: (also refer to Assessment Outcomes Grids below)
Assessment 1: Group written report worth 100%
Assessment 2
Assessment 3
(N.B. (i) Assessment Outcomes Grids for the module (one for each component) can be found below which clearly demonstrate how the learning outcomes of the module will be assessed. (ii) An indicative schedule listing approximate times within the academic calendar when assessment is likely to feature will be provided within the Student Module Handbook.)

Assessment Outcome Grids (See Guidance Note)

Component 1							
Assessment Type (Footnote B.)	Learning Outcome (1)	Learning Outcome (2)	Learning Outcome (3)	Learning Outcome (4)	Learning Outcome (5)	Weighting (%) of Assessment Element	Timetable Contact Hours
Essay	✓	✓	✓	✓		100%	0

Component 2							
Assessment Type (Footnote B.)	Learning Outcome (1)	Learning Outcome (2)	Learning Outcome (3)	Learning Outcome (4)	Learning Outcome (5)	Weighting (%) of Assessment Element	Timetable Contact Hours

Component 3							
Assessment Type	Learning Outcome (1)	Learning Outcome (2)	Learning Outcome (3)	Learning Outcome (4)	Learning Outcome (5)	Weighting (%) of	Timetable Contact Hours

(Footnote B.)						Assessment Element	
Combined Total for All Components						100%	0 hours

Change Control:

What	When	Who
Updated Module Coordinator	16/04/2024	Z Hayat
Updated contact hours	16/04/24	Z Hayat
Updated Module Moderator	16/04/2024	A Said
Updated Reading List	16/04/24	A Said

Version Number: MD Template 1 (2024-25)