

**University of the West of Scotland
Module Descriptor**

Session: 2023/24

Title of Module: Professional Practice			
Code: QUAL11024	SCQF Level: 11 (Scottish Credit and Qualifications Framework)	Credit Points: 60	ECTS: 30 (European Credit Transfer Scheme)
School:	School of Computing, Engineering and Physical Sciences		
Module Co-ordinator:	Dr Michele Cano		
Summary of Module			
<p>The purpose of this module is to allow students undertaking Masters programmes to gain work experience by placement in an appropriate working environment. The module is optional and additional to the core provision and will provide an additional 60 credit points to augment the 180 points gained during the taught elements of the Masters programmes. Placement locations will be arranged with the student and an appropriate provider under the UWS guidelines for Work Based Learning, with a tripartite agreement between the student, a UWS supervisor and the placement provider. This may involve a period spent in a research laboratory (in an academic or industrial setting), a commercial/industrial establishment or a voluntary sector organisation. Placements will be appropriate to the area of the student's Masters programme title and will support the academic programme by complementing the taught components. It is the responsibility of the student to find the placement.</p> <p>There is flexibility in the timing of the placement, which will be completed within one trimester. Normally the student will have completed 60 credit points from the PG Certificate/PG Diploma taught components before undertaking the placement. Other relevant academic and work-related experience will also be taken into account in assessing the suitability of the timing of the placement for each student. Undertaking professional qualifications may also be appropriate to this module.</p> <p>Graduate Attributes include:</p> <p>Universal</p> <ul style="list-style-type: none"> • Critical Thinker • Ethically-minded • Research-minded <p>Work Ready</p> <ul style="list-style-type: none"> • Problem-Solver • Effective Communicator • Ambitious <p>Successful</p> <ul style="list-style-type: none"> • Autonomous • Resilient • Driven 			

Module Delivery Method					
Face-To-Face	Blended	Fully Online	HybridC	HybridO	Work-based Learning
	✓				

Face-To-Face

Term used to describe the traditional classroom environment where the students and the lecturer meet synchronously in the same room for the whole provision.

Blended

A mode of delivery of a module or a programme that involves online and face-to-face delivery of learning, teaching and assessment activities, student support and feedback. A programme may be considered "blended" if it includes a combination of face-to-face, online and blended modules. If an online programme has any compulsory face-to-face and campus elements it must be described as blended with clearly articulated delivery information to manage student expectations

Fully Online

Instruction that is solely delivered by web-based or internet-based technologies. This term is used to describe the previously used terms distance learning and e learning.

HybridC

Online with mandatory face-to-face learning on Campus

HybridO

Online with optional face-to-face learning on Campus

Work-based Learning

Learning activities where the main location for the learning experience is in the workplace.

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)

Paisley:	Ayr:	Dumfries:	Lanarkshire:	London:	Distance/Online Learning:	Other:
✓			✓			✓

Term(s) for Module Delivery

(Provided viable student numbers permit).

Term 1	Term 2	Term 3
✓	✓	✓

Learning Outcomes: (maximum of 5 statements)

On successful completion of this module the student will be able to:

L1. Demonstrate the achievement of a set of core skills/competences by completion of a period of Work Based Learning, relevant to the programme of academic study, satisfying the criteria for SCQF level 11 outcomes.

L2. Provide evidence of planning, execution, outcomes, traceability and/or auditing of events, experiments or processes by completion of a log book or diary to a prescribed standard.

L3. Prepare a comprehensive account (including a report and an oral presentation) detailing the work of the placement provider, the management & operational structure, tasks performed, procedures employed and a reflective critical analysis of how the student's behaviour, approaches, attitudes and skills have been developed during the placement experience.

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)	SCQF Level 11. Preparation of a comprehensive account (including a report and an oral presentation) detailing the work of the placement provider/organisation, the management & operational structure(s); tasks performed, procedures employed and a critical reflective analysis on how the student's behaviour, approaches, attitudes and skills have been developed during the placement.

Practice: Applied Knowledge and Understanding	SCQF Level 11. Depending on the nature of the placement there will be opportunities to develop new practical skills, awareness of business processes and operations, and develop the application of specific skills to an advanced level of practice within a range of professional contexts.	
Generic Cognitive skills	SCQF Level 11. A critical analysis of the business of the placement provider must be presented in the final report. The student will also have the opportunity to reflect on the successes or difficulties of the placement and on the transition to working in a context that is vocationally relevant.	
Communication, ICT and Numeracy Skills	SCQF Level 11. The opportunities to use, display and develop these skills will vary considerably with the nature of the placement. In a laboratory-based placement all skills will be enhanced to varying extents, while students placed in an industrial or commercial setting may develop more specific skills aligned with the placement provider's area of business. All students will have increased opportunities to refine their inter-personal communication and general IT skills.	
Autonomy, Accountability and Working with others	SCQF Level 11. The opportunities to use, display and develop these skills will vary considerably with the nature of the placement. In a laboratory based placement all skills will be enhanced to varying extents, while students placed in an industrial or commercial setting will have increased opportunities to refine their inter-personal communication skills, planning and professional conduct.	
Pre-requisites:	Before undertaking this module the student should have undertaken the following:	
	Module Code:	Module Title:
	Other:	Completion of 60 credits from the taught modules of the student's Masters programme.
Co-requisites	Module Code:	Module Title:

* Indicates that module descriptor is not published.

Learning and Teaching
<p>The majority of teaching and learning activities will take place off-campus in the placement location, but will involve support and supervision by UWS academic staff. Prior to placement, students will undertake a pre-placement induction programme covering ethics, health & safety, professional conduct while on placement, and the requirements for log book completion and report writing.</p> <p>A learning contract will be agreed by all parties prior to start of the placement. Employers may have in place a training programme, or have devised a bespoke programme with regard to their particular sphere of operation, and the learning contract can be modified to include this.</p> <p>All aspects of the Work Experience programme are in accordance with the University's Criteria for Securing and Approving WBPL Settings. The placement module will meet the requirements of Regulation 5.4 with specific reference to Placement Learning. A Placement Learning Partnership Agreement (a tripartite agreement between the student, UWS and placement provider) will be completed prior to the start of the placement. This will take account of any specific requirements of the placement provider.</p>

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)
Work Based Learning/Placement	525
Tutorial/Synchronous Support Activity	10
Independent Study	65
	600 Hours Total

****Indicative Resources: (eg. Core text, journals, internet access)**

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

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Online guides to scientific writing (examples, other suitable resources may be identified for specific placement areas).

<http://abacus.bates.edu/~ganderso/biology/resources/writing/HTWgeneral.html>

<http://classweb.gmu.edu/biologyresources/writingguide/ScientificPaper.htm>

A Moodle site will be available to support students while on placement in the workplace situation. This will also provide access to an ePortfolio to enable completion of the log book requirements for the module. Moodle will be used to help support, monitor, assess and communicate with students while on placement.

As per required by the placement activity

(**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)

Engagement Requirements

In line with the Academic Engagement Procedure, Students are defined as academically engaged if they are regularly engaged with timetabled teaching sessions, course-related learning resources including those in the Library and on the relevant learning platform, and complete assessments and submit these on time. Please refer to the Academic Engagement Procedure at the following link: [Academic engagement procedure](#)

Supplemental Information

Programme Board	Engineering
Assessment Results (Pass/Fail)	No
Subject Panel	Civil Engineering and Quality Management
Moderator	Dr John McLean

External Examiner	A Garad
Accreditation Details	
Changes/Version Number	1.06

Assessment: (also refer to Assessment Outcomes Grids below)
The module will be assessed by completion of three components. (i) a Workbook/ Laboratory notebook/ Diary/ Training log/ Learning log prepared during the placement period.
(ii) a presentation of the experiences and outcomes from the placement;
(iii) a written report including a critical evaluation of the placement experience and the benefits gained during placement. Students must obtain 50% in the assessment overall to pass the module, with no mark less than 40% in an individual assessment component (Regulation 7.3.2). Satisfactory reports regarding conduct, attendance and engagement with the elements of the placement, from the placement supervisor and the placement provider, will be required to confirm completion of the module and award of credit (in addition to the academic criteria having been met).
(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 Handbook.)

Assessment Outcome Grids (Footnote A.)

Component 1					
Assessment Type (Footnote B.)	Learning Outcome (1)	Learning Outcome (2)	Learning Outcome (3)	Weighting (%) of Assessment Element	Timetabled Contact Hours
Workbook/ Laboratory notebook/ Diary/ Training log/ Learning log	✓	✓	✓	30	20
Component 2					
Assessment Type (Footnote B.)	Learning Outcome (1)	Learning Outcome (2)	Learning Outcome (3)	Weighting (%) of Assessment Element	Timetabled Contact Hours
Presentation	✓		✓	20	1
Component 3					

Assessment Type (Footnote B.)	Learning Outcome (1)	Learning Outcome (2)	Learning Outcome (3)	Weighting (%) of Assessment Element	Timetabled Contact Hours
Report of practical/ field/ clinical work			✓	50	40
Combined Total For All Components				100%	61 hours

Footnotes

A. Referred to within Assessment Section above

B. Identified in the Learning Outcome Section above

Note(s):

1. More than one assessment method can be used to assess individual learning outcomes.
2. Schools are responsible for determining student contact hours. Please refer to University Policy on contact hours (extract contained within section 10 of the Module Descriptor guidance note).
This will normally be variable across Schools, dependent on Programmes &/or Professional requirements.

Equality and Diversity

All students, irrespective of their age, gender, ethnic background or disability are entitled to undertake this module.

In order to complete this module, students must be able to perform a range of duties (which may include laboratory-based activities) that an employer would expect a permanent member of staff to be able to undertake. Students who have particular learning difficulties (e.g. dyslexia) will be placed with an appropriate employer who can make all reasonable adjustments to provide that student with a similar educational experience to other students. Similarly, with advice from colleagues in student support, we will make all necessary, reasonable adjustments to teaching methods and assessments to encourage the full participation of students with additional requirements.

Some placements may require the student to obtain a satisfactory to Disclosure Scotland report before they can be assigned a placement.
UWS Equality and Diversity Policy

[UWS Equality and Diversity Policy](#)

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