

Module specification

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Module Code	POL408
Module Title	Study Skills in Higher Education
Level	4
Credit value	20
Faculty	FSLS
HECoS Code	100484
Cost Code	GACJ
Pre-requisite module	N/A

Programmes in which module to be offered

Programme title	Core/Optional/Standalone
BSc (Hons) Professional Policing	Core
BSc (Hons) Criminology and Criminal Justice	Core

Breakdown of module hours

Learning and teaching hours	36 hrs
Placement tutor support hours	0 hrs
Supervised learning hours e.g. practical classes, workshops	0 hrs
Project supervision hours	0 hrs
Active learning and teaching hours total	36 hrs
Placement hours	0 hrs
Guided independent study hours.	164 hrs
Module duration (Total hours)	200 hrs

Module aims

To support students for learning and on-going personal and professional development in higher education.

Module Learning Outcomes

At the end of this module, students will be able to:

1	Demonstrate skills in the use of resources and primary/secondary literary sources relevant to the degree programme.
2	Demonstrate proficiency in academic writing and presentation, in accordance with ethical protocols.
3	Review and assess literature and case law in order to develop critical arguments and draw conclusions.
4	Demonstrate autonomy, as well as accountability when working with others, in a study skills context.

Assessment

Indicative Assessment Tasks:

This section outlines the type of assessment task the student will be expected to complete as part of the module. More details will be made available in the relevant academic year module handbook.

Assessment 1: Online examination: students are required to correctly apply academic conventions to, or identify omissions/issue with, written segments (1 hour).

Assessment 2: Article review / Group debate: Individuals are required to review an article independently and then in a group (n=6) present their understanding of the work and discuss in group setting (30 minutes).

Assessment number	Learning Outcomes to be met	Type of assessment	Duration/Word Count	Weighting (%)	Alternative assessment, if applicable
1	1, 2	Examination	1 hour	75%	N/A
2	3, 4	Group Project	30 minutes	25%	N/A

Derogations

Module cannot be compensated/condoned on BSc (Hons) Professional Policing.

All elements of the assessment must be passed at 40% on the BSc (Hons) Professional Policing.

Learning and Teaching Strategies

The learning and teaching strategy is grounded in the University's commitment to an Active Learning Framework (ALF) so that learning will be both accessible and active and include synchronous and a-synchronous elements. Face to face classroom teaching will be supplemented by online lectures wherein students will be expected to complete activities such



as watching Panopto videos; undertake Other Indicative Reading; complete quizzes and exercises; and post comment for a-synchronous debate. These activities will be the subject of formative feedback by the module tutor. Added to this, will be access to staff who provide presence, challenge and support for student learning and can relate learning to real world uses.

Welsh Elements

Students can present their work, access forms, resources, email correspondence, placement support and personal tutorials in Welsh.

Indicative Syllabus Outline

- Methods of searching library and internet resources
- Appropriate ICT
- Relevant university library resources
- Relevant study materials
- Referencing and bibliography styles
- Critical reading, thinking and writing skills.
- Answering problem questions
- Listening and note-taking skills.
- Appropriate referencing
- Academic misconduct (e.g. plagiarism)
- Academic writing
- Critiquing literature
- Developing critical analysis and argument
- Working in teams
- Academic writing
- Effective reading
- Research of relevant undergraduate literature
- Critiquing literature
- Developing critical analysis and argument
- Communication and presentation skills
- Personal responsibility
- Effective independent and confident self-directed learning
- Working with others, including working in teams (action learning sets)

Indicative Bibliography:

Please note the essential reads and other indicative reading are subject to annual review and update.

Essential Reads

Cottrell, S. (2019) *The Study Skills Handbook*. 5th edn. London: Palgrave Macmillan.



Malthouse, R. and Roffey-Barentsen, J. (2010) *Study Skills for Policing Students*. Bristol: Learning Matters. (policing students only)

Harrison, J. and Simpson, M. (2013) *Study Skills for Criminology*. London: SAGE Publications. (criminology students only)

Other indicative reading

Bottomley, J., Prymachuk, S. and Wright, M. (2020) *Critical Thinking Skills for Your Policing Degree*. London: Critical Publishing Ltd. (policing students only)

Cottrell, S. (2023) *Critical Thinking Skills: Effective Analysis and Argument*. London: Palgrave Macmillan.

Hopkins, D. and Reid, T. (2024) *The Academic Skills Handbook: Your Guide to Success in Writing, Thinking and Communicating at University*. London: SAGE Publications.

Markey, K. (2023) *Online Searching: A Guide to Finding Quality Information Efficiently and Effectively*. London: Rowman and Littlefield Publishers.

Administrative Information

For office use only	
Initial approval date	15 th August 2024
With effect from date	September 2024
Date and details of revision	May 2025: AMO modification to remove CoP mapping details August 2026: CMAP approval to remove LLB (Hons) Law, BA (Hons) Law and Criminal Justice, and BA (Hons) Law and Business programme titles.
Version number	3