# Prifysgol **Wrecsam**
# **Wrexham** University

Module specification

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| Module Code | FY312 |
|---|---|
| Module Title | Study Skills for Success |
| Level | 3 |
| Credit value | 20 |
| Faculty | SLS |
| HECoS Code | 101090 |
| Cost Code | GAHW |

## **Programmes in which module to be offered**

| Programme title | Is the module core or option for this programme |
|---|---|
| Faculty of SLS Integrated Foundation Year | Core |

## **Pre-requisites**

*N/A*

## **Breakdown of module hours**

| | |
|---|---|
| Learning and teaching hours | 40 hrs |
| Placement tutor support | 0 hrs |
| Supervised learning e.g. practical classes, workshops | 0 hrs |
| Project supervision (level 6 projects and dissertation modules only) | 0 hrs |
| **Total active learning and teaching hours** | **40** hrs |
| Placement / work based learning | 0 hrs |
| Guided independent study | 160 hrs |
| **Module duration (total hours)** | 200 hrs |

| For office use only | |
|---|---|
| Initial approval date | 10/08/23 |
| With effect from date | 01/09/23 |

| For office use only | |
|---|---|
| Date and details of revision | |
| Version number | 1 |

## Module aims

The module aims to ensure that students develop key academic, personal and professional skills required for successful study at higher education level.  The module will focus on effective time management around study/work and personal life, developing the required skills for study such as reading, writing and literature searching which will ensure a successful transition to level 4 and beyond to level 5 and 6 as well as preparing students for subsequent employment and/or further study.

## Module Learning Outcomes - at the end of this module, students will be able to:

| 1 | Demonstrate familiarity and confidence with the use, application and development of core study and academic skills including the use of digital skills, preparation for presentations and formats for academic writing |
|---|---|
| 2 | Demonstrate knowledge and understanding of transferrable soft skills and develop priorities for personal, professional and career development |
| 3 | Understand and develop the skills needed to effectively manage time around their study |
| 4 | Apply knowledge in the use of subject-specific academic skills and approaches as appropriate for their respective subject area and select and present evidence of their learning, including the ability to reflect on the learning process. |

## 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.

*Students will develop a portfolio of evidence through a variety of means such as:*

- *Oral presentation*
- *SWOT analysis and Personal and Professional Development (PPD)*
- *Structuring academic assignments*
- *Time management techniques*
- *Reflective writing*
- *Referencing*

*The students will be expected to develop their skills in completing the tasks as each will be an integral part of the learning process which can then be transferred to level 4 and beyond, and prepare students for subsequent employment and further study*

| Assessment number | Learning Outcomes to be met | Type of assessment | Weighting (%) |
|---|---|---|---|
| 1 | 1,2,3,4 | Portfolio | 100% |

## Derogations

*None*

## Learning and Teaching Strategies

The module will use a variety of teaching and learning strategies including recorded lectures, seminars, group work, reflective practice, tutorials, workshops, simulation and the JISC HE Student Discovery Tool . The module will also be supported by the Moodle VLE and pre-recorded content and resources aligned to the university's active learning framework (ALF).

Students will encouraged to become active participants in managing their own study time and learning and collaborate in the activities.

## Indicative Syllabus Outline

- Time management skills for effective study and work/life balance
- How to reference for assignments (Harvard and APA)
- How to search for literature/books/policies/online documents
- How to write for an academic assessment (assignments/reports/presentations etc)
- Reflection and reflective writing
- Personal and Professional Development skills – SWOT/STAR
- Reading, understanding and summarising written materials
- Academic integrity
- Digital Skills for Success/JISC Discovery Tool/LinkedIn Learning
- Managing files and folders, data security and external threats
- Presentation skills

## Indicative Bibliography:

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

**Essential Reads**

Evans, C. and Matthews, M. (2019), *Time Management and Productivity for Students: How to Make the Best Use of Your Time at University, College and in Life.* Clare Evans and Martyn Matthews: Kindle edition.

Peter, L. (2020) *Simplify your Study: effective strategies for coursework and exams*. M London: Red Globe Press.

**Other indicative reading**

Godfrey, J. (2022), *Writing for University (Pocket Study Skills).* 3rd ed. London: Bloomsbury Academic.

Godwin, J. (2019), *Planning Your Essay (Pocket Study Skills).* 3rd ed. London: Bloomsbury Academic.

Williams, K. (2022)*, Getting Critical (Pocket Study Skills).* 3rd ed. London: Bloomsbury Academic.

Williams, K., Wooliams, M. and Spiro, J. (2020), *Reflective Writing (pocket Study Skills).* 2nd ed. London: Bloomsbury Academic.

https://students.glyndwr.ac.uk/home-2/learning-skills/

https://jisc.potential.ly/signin

# Employability – the University Skills Framework

Each module and programme is designed to cover core Graduate attributes with the aim that each Graduate will leave the University having achieved key employability skills as part of their study. The following attributes will be covered within this module either through the content or as part of the assessment. The programme is designed to cover all attributes and each module may cover different areas.

**Core Attributes**
Engaged
Enterprising
Creative
Ethical

**Key Attitudes**
Commitment
Curiosity
Resilience
Confidence
Adaptability

**Practical Skillsets**
Digital Fluency
Organisation
Critical Thinking
Emotional Intelligence
Communication