

## Module specification

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Module Code	POL401
Module Title	Study Skills in Higher Education
Level	4
Credit value	20
Faculty	Social and Life Sciences
HECoS Code	100484
Cost Code	GACJ

## Programmes in which module to be offered

Programme title	Is the module core or option for this programme
BSc (Hons) Professional Policing	Core
FdA Therapeutic Child Care	Core
BA (Hons) Therapeutic Child Care Top-up	Core
BSc (Hons) Criminology and Criminal Justice	Core
LLB (Hons) Law	Core
BA (Hons) Law and Criminal Justice	Core
BA (Hons) Law and Business	Core

## Pre-requisites

None

## Breakdown of module hours

Learning and teaching hours	36 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
<b>Total active learning and teaching hours</b>	<b>36 hrs</b>
Placement / work based learning	0 hrs
Guided independent study	164 hrs
<b>Module duration (total hours)</b>	<b>200 hrs</b>

<b>For office use only</b>	
Initial approval date	January 2019
With effect from date	September 2019
Date and details of revision	July 2022 – updated module title, LO and assessment strategy October 2022 – added programme titles TCC and CCJ November 2022 – added programme titles LLB Law, BA Law and Criminal Justice and BA Law and Business
Version number	4

## 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 and referencing of primary/secondary literary sources relevant to the degree programme  (NPC mapping: Research methods and skills: 3.1,3.2,3.3,11.1)
2	Demonstrate proficiency in academic writing and presentation and a structured and ethical approach to studying, writing essays and referencing content  (NPC mapping: Research methods and skills: 4.1,4.2,4.3,4.4,4.5,10.1,10.2,10.3,10.4,10.5)
3	Review and assess literature and case law in order to develop critical arguments and draw conclusions  (NPC mapping: Research methods and skills: 5.1,5.2,5.3,5.4,5.5,5.6)
4	Demonstrate autonomy, as well as accountability and working with others, in a study skills context  (NPC mapping: Research methods and skills: 9.1,9.2,9.3)

## 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.

The assessment for the module consists of

1. An online test whereby students are required to correctly apply academic conventions to, or identify omissions/issue with, written segments (1 hour)

- Individuals 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	Weighting (%)
1	1-2	In-class test	75%
2	3-4	Group Project	25%

## Derogations

Module cannot be compensated/condoned on BSc (Hons) Professional Policing  
 All elements of assessment must be passed on BSc (Hons) Professional Policing

## Learning and Teaching Strategies

The learning and teaching strategy used in the programmes is grounded in the University's commitment to Universal Design for Learning (UDL), the key principle of which holds that students are encouraged to participate in higher education when they are exposed to flexible ways of learning by staff that engage them in different ways using innovative and creative approaches. Accordingly, the module embrace the University's Active Learning Framework (ALF) which supports accessible, flexible learning that creates a sense of belonging for students. Each module is associated, thereby, with face to face and online elements.

## Indicative Syllabus Outline

### **LO1: Demonstrate skills in the use of and referencing of primary/secondary literary sources relevant to the degree programme**

Methods of searching library and internet resources  
 Appropriate ICT and relevant university library resources  
 Relevant study materials  
 Referencing and bibliography styles

### **LO2: Demonstrate proficiency in academic writing and presentation and a structured and ethical approach to studying, writing essays and referencing content**

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

**LO3: Review and assess literature and case law in order to develop critical arguments and draw conclusions**

Academic writing  
Effective reading  
Research of relevant undergraduate literature  
Critiquing literature  
Developing critical analysis and argument  
Communication and presentation skills

**LO4: Demonstrate autonomy, as well as accountability and working with others, in a study skills context**

Personal responsibility  
Effective independent and confident self-directed learning  
Working with others, including working in teams (action learning sets)

## **Indicative Bibliography:**

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

### **Essential Reads**

- Cottrell, S (2013) *The Study Skills Handbook* (4rth Ed). London: Palgrave MacMillan (new edition due March 2019)
- Malthouse,R., and Roffey-Barensten,J. (2010) *Study Skills for Policing Students*. Bristol: Learning Matters.
- Harrison, J. and Simpson,M. (2012) *Study Skills for Criminology*. London: Sage Publications.

### **Other indicative reading**

- Cooke, A. (2008), *A Guide to Finding Quality Information on the Internet: Selection and Evaluation Strategies*, (2nd ed), London: Library Association.
- Cotterell, S. (2011) *Critical Thinking Skills: Developing Effective Analysis and Argument*. London: Palgrave MacMillan.
- Greetham,B. (2013) *How to Write Better Essays (Palgrave Study Skills)*. London: Palgrave MacMillan.
- Hock, R. (2013). *The Extreme Searcher's Internet Handbook*, 3<sup>rd</sup> ed. Medford, N.J. CyberAge Books.
- Markey,K. (2019) *Online Searching: A Guide to Finding Quality Information Efficiently and Effectively*. London: Rowman & Littlefield Publishers;
- Rumsey, S. (2008), *How to Find Information: A Guide for Researchers*. Maidenhead: Open University Press.

## **Employability skills – the Glyndŵr Graduate**

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Each module and programme is designed to cover core Glyndŵr Graduate Attributes with the aim that each Graduate will leave Glyndŵr 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  
Leadership and Team working  
Critical Thinking  
Emotional Intelligence  
Communication