

Module code: MOD005880	Version: 4 Date Amended: 18/Aug/2020
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1. Module Title
Careers with English

2a. Module Leader
Sebastian Rasinger

2b. School
School of Humanities and Social Sciences

2c. Faculty
Faculty of Arts, Humanities, Education and Social Sciences

3a. Level
6

3b. Module Type
Standard (fine graded)

4a. Credits
15

4b. Study Hours
150

5. Restrictions			
Type	Module Code	Module Name	Condition
Pre-requisites:	None		
Co-requisites:	None		
Exclusions:	None		
Courses to which this module is restricted:			

LEARNING, TEACHING AND ASSESSMENT INFORMATION

6a. Module Description

You should take this Employability module if you have had employment, want employment, need a CV, or have ever wondered how to connect what you do at university with what you have done in the workplace. If you have been on an International exchange, you can use that experience for this module too.

English connects with every aspect of human activity, including the workplace. In addition to being a subject that provides you with a great range of transferable skills, it also engages in deepening a person's social and cultural capital. The CV and covering letter you will create can be used, and reused, after your degree, adapting to the needs of the jobs you apply for.

This module requires you to complete 35 hours of work in any field, full or part time, by the end of your degree. The 35 hours worked do not have to be consecutive and might be excerpts from periods with various employers.

Doing well in this module will be achieved through ambition; evidence of analysis in your work journal and having a tight and interesting covering letter and CV.

This is potentially the most useful module that you will take as it will help you earn money and to apply for employment after university.

6b. Outline Content

- Application of appropriate subject knowledge and skills e.g. problem solving; operating effectively in the work place
- Negotiation of project; contextualisation of role with supervisor
- One lecture by Module Leader, one by a placement advisor, and one by the employment agency at Anglia Ruskin
- Supervision of three hours by the supervisor
- A work journal will be created with a reflective piece on how the work connects with the degree and new skills obtained
- All students will have some work experience in the CV and covering letter that they will also produce as an assessment

6c. Key Texts/Literature

The reading list to support this module is available at: <https://readinglists.aru.ac.uk/>

6d. Specialist Learning Resources

None

7. Learning Outcomes (threshold standards)		
No.	Type	On successful completion of this module the student will be expected to be able to:
1	Knowledge and Understanding	Identify and agree a work placement project that the learner can use to develop some detailed knowledge of workplace and interpersonal skills that benefit the self and others
2	Knowledge and Understanding	Create a detailed work journal and a reflective account detailing links between the degree studied and the work placement
3	Intellectual, practical, affective and transferrable skills	Operate in situations of varying complexity; can act with increasing autonomy; can interact effectively within a team/working group
4	Intellectual, practical, affective and transferrable skills	Create a CV and covering letter that can be developed and adapted for use in applying for jobs after completion of the degree

8a. Module Occurrence to which this MDF Refers				
Year	Occurrence	Period	Location	Mode of Delivery
2025/6	ZZF	Template For Face To Face Learning Delivery		Face to Face

8b. Learning Activities for the above Module Occurrence			
Learning Activities	Hours	Learning Outcomes	Details of Duration, frequency and other comments
Lectures	3	1,2,4	Three lectures
Other teacher managed learning	3	1,2,4	Three hours of staff supervision
Student managed learning	144	1,2,3,4	Finding placements, administration, work journal, CV and covering letter.
TOTAL:	150		

9. Assessment for the above Module Occurrence					
Assessment No.	Assessment Method	Learning Outcomes	Weighting (%)	Fine Grade or Pass/Fail	Qualifying Mark (%)
010	Coursework	1,2,3,4	60 (%)	Fine Grade	30 (%)
2000 word work journal					
Assessment No.	Assessment Method	Learning Outcomes	Weighting (%)	Fine Grade or Pass/Fail	Qualifying Mark (%)
011	Coursework	3,4	40 (%)	Fine Grade	30 (%)
1000 word CV with covering letter submitted at end of module					

In order to pass this module, students are required to achieve an overall mark of 40% (for modules at levels 3, 4, 5 and 6) or 50% (for modules at level 7*).

In addition, students are required to:

- (a) achieve the qualifying mark for each element of fine graded assessment as specified above
- (b) pass any pass/fail elements

[* the pass mark of 50% applies for all module occurrences from the academic year 2024/25 – see Section 3a of this MDF to check the level of the module and Section 8a of this MDF to check the academic year]