

MODULE DESCRIPTOR

MODULE TITLE	STUDY & RESEARCH SKILLS		
MODULE CODE	CO1808 (L4)	CREDIT VALUE	20 UK CREDITS / 10 ECTS
SCHOOL	SCHOOL OF SCIENCES		

MODULE AIMS

1. To develop and apply written and verbal communication skills
2. To develop effective Internet research skills
3. To develop skills in the acquisition, analysis and use of information
4. To develop and apply inter-personal skills

MODULE CONTENT

Indicative syllabus content:

Development of research and core communication skills required by computing practitioners and the application of these skills within the context of a report and group presentation.

Finding, evaluating and presenting information (including report/essay format, refereed articles, opinion pieces, written and verbal presentation).

Note-taking

Writing: planning, structure, style, punctuation

Summarising

Referencing, plagiarism and academic crimes

Revision and examinations

Time management

Teamwork, planning, monitoring and control

Meetings, minutes and actions

Research and discussion on contemporary issues affecting users of technology and technological trends, including ethical/legal issues.

INTENDED LEARNING OUTCOMES

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

1. Use information sources and available technology to research a computing-related subject.
2. Prepare and present a written and oral presentation.
3. Produce summaries and make notes.
4. Apply time management skills.
5. Relate to and interact effectively with individuals and groups.

TEACHING METHODS

The module will develop skills in core communication skills that students can expect to use throughout their course.

During this module, students will concentrate on developing the skills required of science and technology practitioners. In particular, emphasis will be paid on locating sources of information, evaluation of information found, note taking, report writing and verbal communication skills. During the latter part of the module, emphasis will be on enabling students to gain experience of working with a small group with the production of a report supported with a presentation on a given topic (e.g. relating to the IT industry.)

Lectures will be used to introduce concepts, methods and to present examples. Because of the nature of the material, discussion is important and interaction will be encouraged during lectures, e.g. through buzz groups.

Tutorials classes will be used to develop skills in group-work and discussion and to analyse written material, which may range from articles, discussion pieces, exam papers, student answers etc.

Practical classes will involve searching for, evaluating and analysing on-line material.

Assessment consists of two components: First, an individual report assessing the primary skills of finding and using information sources, making summaries & taking notes and managing time. Second, a group report assessing additionally the students' teamwork skills.

ASSESSMENT METHODS

This module is assessed through a report and a group report.