

Module Title:	Work Placement
Language of Instruction:	English
Credits:	30
NFQ Level:	7
Module Delivered In	16 programme(s)
Teaching & Learning Strategies:	Learners will be supported in their learning through pre-placement workshops & tutorials (delivered in Semester 1 of Year 3), a designated work-based mentor, and designated Faculty Placement Co-Ordinator. The core teaching & learning strategy employed on this module is experiential learning with a focus on reflective practice.
Module Aim:	The aim of this module is to enable learners to gain knowledge and skills in a discipline related activity, not otherwise afforded by the programme, and to allow learners integrate and apply their knowledge & skills in a work-based setting. Learners will be facilitated to engage in a work-based experience in Ireland or abroad, under the direct supervision of a work-based mentor. Placements abroad may be funded under ERASMUS+ programme, operated through SETU Carlow International Office.

Learning Outcomes	
<i>On successful completion of this module the learner should be able to:</i>	
LO1	Develop a career plan, documentation & interview skills for the successful completion of the job application process. Achieved in Semester 1 ahead of the commencement of placement in Semester 2.
LO2	Evaluate & reflect upon the application and development in the work environment, of the knowledge, skills & competencies acquired during the programme of study.
LO3	Evaluate and reflect upon the knowledge, skills and competencies acquired in the work place, and similarly any deficits in same, which have been exposed by the experience.
LO4	Operate effectively, either independently or as part of a team, under the close direction and supervision of an approved work-based mentor.
LO5	Demonstrate the application and development of interpersonal and self-management transferrable skills, such as communication, problem solving, teamwork, required to integrate within the social and professional structure of the work environment.
LO6	Describe & evaluate the structures & operational practices of the host organisation as they relate to their field of study.

Pre-requisite learning
Module Recommendations <i>This is prior learning (or a practical skill) that is recommended before enrolment in this module.</i>
No recommendations listed
Incompatible Modules <i>These are modules which have learning outcomes that are too similar to the learning outcomes of this module.</i>
No incompatible modules listed
Co-requisite Modules
No Co-requisite modules listed
Requirements <i>This is prior learning (or a practical skill) that is mandatory before enrolment in this module is allowed.</i>
No requirements listed

Module Content & Assessment
Indicative Content
Semester 1 - Preparation for work placement & Placement Office Support

Preparation for work placement will take place in Y3 Semester 1. It is provided in two ways: Pre-placement academic support and Placement Office support. Pre-placement Academic Support: Learners will engage with lectures, workshops and tutorials to prepare for placement search & engagement with the Placement Office. The focus of these contact hours will be supporting learners with (but not exclusively): identification of career opportunities and development of a placement search strategy; development of job application skills and documentation; networking; professionalism in the workplace; assessment criteria & rubrics, guidance on reflective writing and maintaining their reflective journal. Placement Office Support: Learners will register with the Placement Office and engage with the office in support of securing their placement.

Semester 2 - Work Placement

The Work Placement experience will enable learners to participate in a work placement or an EU funded ERASMUS+ Traineeship with an organisation engaged in business / activities related to the learner's studies, in Ireland or abroad. The placement is weighted at 30 ECTS and will last a minimum 12 weeks (420 hours). It is scheduled to commence in Semester 2 of Stage 3 of the programme however, it may begin or extend or take place at another time with negotiation but must be completed before commencement of Semester 1 of Stage 4. The learner will be supported by the Placement Office, Careers Office and International Office (where relevant). Learners will be appointed an Academic Mentor who will undertake a minimum of one on-site visit if located in the island of Ireland, or on-line progress interviews if located outside the island of Ireland and assessment of learner submissions. The Placement Office will act as point of contact for all stakeholders - employers, Academic Mentors and learners, and will manage all logistics of the placement module.

Assessment Breakdown

Continuous Assessment

%

100.00%

Special Regulation

Assessment will be on a Pass / Fail basis, based on the following: Satisfactory completion of minimum of 12 weeks & 420 hours of employment experience and the submission of documentation as set out in this module descriptor to meet learning outcomes.

Continuous Assessment

Assessment Type	Assessment Description	Outcome addressed	% of total	Assessment Date
Portfolio	SEMESTER 1: Portfolio / ePortfolio of job application documentation and preparations in securing a work placement. This assessment takes place in SEMESTER 1, while the learner is preparing for their placement. Placement begins in Semester 2.	1	20.00	Sem 1 End
Reflective Journal	SEMESTER 2: Reflective Journal 1 - This reflective journal is submitted by the learner half way through their placement (Semester 2) in conjunction with their employer / placement supervisor, who must complete an employer feedback section. This is followed up by a site visit by an Academic Placement Mentor in the second half of the placement period.	2,3,4,5,6	30.00	Week 7
Reflective Journal	SEMESTER 2: Reflective Journal 2 - Learners will maintain a reflective journal throughout their placement, addressing MLOs 2-6 including (but not exclusively) description of placement and operational context, appraisal of operational processes & procedures; document onsite task planning and response strategies, task process & outcomes, record key contribution/s, problem area engagement & resolution strategies employed, catalogue personal contacts, roles & interactions, state areas where attitudes and behaviours have been challenged and modified as a result of workplace tasks & interactions and provide rationale.	2,3,4,5,6	50.00	Sem 2 End

No Project

No Practical

No End of Module Formal Examination

SETU Carlow Campus reserves the right to alter the nature and timings of assessment

Module Workload

Workload: Full Time		
<i>Workload Type</i>	<i>Frequency</i>	<i>Average Weekly Learner Workload</i>
Contact Hours	Every Week	2.00
Placement	Every Week	35.00
Lecturer Supervised Learning	Every Week	0.25
Independent Learning	Every Week	2.00
Total Hours		39.25

Workload: Part Time		
<i>Workload Type</i>	<i>Frequency</i>	<i>Average Weekly Learner Workload</i>
Contact Hours	Every Week	1.00
Placement	Every Week	35.00
Lecturer Supervised Learning	Every Week	0.25
Independent Learning Time	Every Week	2.00
Total Hours		38.25

Module Delivered In

Programme Code	Programme	Semester	Delivery
CW_DPCCS_B	Bachelor of Arts (Honours) in Content Creation and Social Media	6	Group Elective 1
CW_BBSMC_B	Bachelor of Arts (Honours) in Sport Management and Coaching	6	Elective
CW_BHCPR_B	Bachelor of Arts (Honours) Public Relations and Media	6	Group Elective 1
CW_BBSOC_D	Bachelor of Arts in Sport Coaching and Business Management (Football)	6	Elective
CW_BBGAA_D	Bachelor of Arts in Sport Coaching and Business Management (GAA)	6	Elective
CW_BBSBC_D	Bachelor of Arts in Sport, Business and Coaching	6	Elective
CW_BBLAW_B	Bachelor of Business (Honours) in Business with Law	6	Elective
CW_BBHRM_B	Bachelor of Business (Honours) in Human Resource Management	6	Elective
CW_HHIBU_B	Bachelor of Business (Honours) in International Business	6	Elective
CW_BBBBM_B	Bachelor of Business (Honours) in Management	6	Group Elective 1
CW_BBSCM_B	Bachelor of Business (Honours) in Supply Chain Management	6	Mandatory
CW_BBHRM_D	Bachelor of Business in Human Resource Management	6	Mandatory
CW_BBSCM_D	Bachelor of Business in Supply Chain Management	6	Mandatory
CW_BBDMA_B	Bachelor of Science (Honours) in Digital Marketing with Analytics	6	Elective
CW_BBDMA_D	Bachelor of Science in Digital Marketing with Analytics	6	Elective
CW_BBSBC_B	Bachelor or Arts (Honours) in Sport, Business and Coaching	6	Elective