

<b>Module Title:</b>	Professional Practice
<b>Language of Instruction:</b>	English
<b>Credits:</b>	5
<b>NFQ Level:</b>	7
<b>Module Delivered In</b>	<a href="#">3 programme(s)</a>
<b>Teaching &amp; Learning Strategies:</b>	Lectures, Project Work Private study Group and Individual Projects
<b>Module Aim:</b>	the aim of the module is (1) to develop a greater knowledge of the professional world, (2) to create an awareness of ethical issues, (3) to represent their profession in discussions with other professional bodies
<b>Learning Outcomes</b>	
<i>On successful completion of this module the learner should be able to:</i>	
LO1	appraise and evaluate the process for creating good client and collegial relationships through the of the principles of client care
LO2	demonstrate a knowledge and understanding of laws, regulations and code of practice imposed by area of speciality
LO3	display a critical self awareness of effective oral, written, graphic and presentation skills appropriate to professional responsibility within discipline
LO4	effectively explain and defend the processes involved in Business Formation and maintenance
<b>Pre-requisite learning</b>	
<b>Module Recommendations</b> <i>This is prior learning (or a practical skill) that is recommended before enrolment in this module.</i>	
No recommendations listed	
<b>Incompatible Modules</b> <i>These are modules which have learning outcomes that are too similar to the learning outcomes of this module.</i>	
No incompatible modules listed	
<b>Co-requisite Modules</b>	
No Co-requisite modules listed	
<b>Requirements</b> <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

#### Professional Ethics

(a) Nature and Characteristics of Professional Bodies (b) Principle of Professional Code of Conduct (c) Appointment Agreements and Code of Conduct

#### Client and Professional Communication Skills

(a) Drafting and presentation of Reports (b) Formal and Informal Communication Skills (meetings, emails, letters, minutes, agenda, telephone calls) (c) Professional Etiquette (d) Reflection

#### Self Management

(a) Time and Self management skills (b) Negotiating Skills (c) Teamworking

#### Business Planning

(a) Business Planning and Management (b) Data collection and protection (c) Customer Relations Management Systems (d) Market Analysis (PESTEL, SWOT)

### Assessment Breakdown

	%
Continuous Assessment	50.00%
Project	50.00%

### Continuous Assessment

Assessment Type	Assessment Description	Outcome addressed	% of total	Assessment Date
Other	Continuous Assessment	1,2,3,4	50.00	n/a

### Project

Assessment Type	Assessment Description	Outcome addressed	% of total	Assessment Date
Project	Projects, Reflective Journal, Presentations,	1,2,3,4	50.00	n/a

No Practical

No End of Module Formal Examination

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

**Module Workload**

<b>Workload: Full Time</b>		
<i>Workload Type</i>	<i>Frequency</i>	<i>Average Weekly Learner Workload</i>
Lecture	12 Weeks per Stage	4.00
Estimated Learner Hours	12 Weeks per Stage	6.42
Total Hours		125.00

**Module Delivered In**

Programme Code	Programme	Semester	Delivery
CW_CMOPPT_B	<a href="#">Bachelor of Science (Honours) in Construction Management</a>	5	Mandatory
CW_CMQSU_B	<a href="#">Bachelor of Science (Honours) in Quantity Surveying</a>	5	Mandatory
CW_CMBSE_D	<a href="#">Bachelor of Science in Construction Management</a>	5	Mandatory