

<b>Module Title:</b>	Work Placement
<b>Language of Instruction:</b>	English
<b>Credits:</b>	5
<b>NFQ Level:</b>	8
<b>Module Delivered In</b>	<a href="#">2 programme(s)</a>
<b>Teaching &amp; Learning Strategies:</b>	This work placement is based on experiential learning. The student is given an opportunity to work alongside professionals in a "real- world" setting and observe the skills required in practice. The relevant academic programme board will appoint a "placement officer" while the employer appoints an "industrial mentor". A work programme will be agreed between the placement supervisor and the industrial mentor in consultation with the student. The industrial mentor will monitor the student's progress by maintaining regular contact with the student throughout the period of work placement. The placement supervisor will liaise with the student and the industrial mentor on a regular basis. All students going on work placement must abide with IT Carlow's latest policies related to work placement.
<b>Module Aim:</b>	The aim of the module is to introduce students to the practical world of the industry, to allow them gain valuable, relevant work experience and to develop the commitment, skills, knowledge and competencies required to perform as professionals in professional and management roles in industry.
<b>Learning Outcomes</b>	
<i>On successful completion of this module the learner should be able to:</i>	
LO1	Research and source a work placement with a suitable organization
LO2	Apply the knowledge and competencies gained during their studies to function within a professional work environment as part of a team
LO3	Demonstrate commitment, initiative and professionalism whilst interacting with their employer, work colleagues and clients
LO4	Record, reflect on, analyze and report on the learning experience from the work placement
LO5	Research and submit a proposal for their dissertation
<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>	
1) The work placement must be approved by the Programme Placement Supervisor before commencement. 2) The Employer's consent to act as Industrial Mentor must be provided in writing before commencement of the work placement. 3) The work to be performed under the work placement must be of a technical or managerial nature relevant to the Programme.	

## Module Content & Assessment

### Indicative Content

#### Employment Application Process

Researching job prospects; Exploiting and recognizing the importance of contacts Recognizing personal experience as valuable to potential employers

#### Evaluating potential employers

Sources - where can this information be found

#### Interview skills

Preparation, Practice, Video analysis, Professional Evaluation - Careers Office

#### CV preparation,

How to sell skills quickly and concisely, letter of introduction

#### Personal Development

Application of knowledge and competencies gained from previous studies. Undertaking allocated work tasks in a committed and professional manner. Active participation in assisting with the solution of work place problems. Functioning in a variety of roles within teams. Communicating in a professional manner.

### Assessment Breakdown

Continuous Assessment

%

100.00%

### Special Regulation

1) Advanced entry students who are not registered for the Work Placement module will be required to document and verify their experience at technical or managerial level and submit the critical review report & presentation. 2) If a student is unable to undertake the Work Placement they will be required to undertake a research project and prepare a 5,000 word report & presentation thereon.

### Continuous Assessment

Assessment Type	Assessment Description	Outcome addressed	% of total	Assessment Date
Written Report	Research and source a work placement with a suitable organization. Prepare a 500 word report outlining the work they will be performing and demonstrate how this will improve their professional knowledge and competencies.	1,3	5.00	n/a
Written Report	Each student to maintain a log book of the placement experience on Blackboard on a weekly basis. This must be downloaded and printed on a weekly basis (to prevent data loss due to Blackboard failure). Submit the complete log in hard copy on or before 14-Oct. The log book should include: • A diary of the work performed on a weekly basis • A reflection on their role & what they have learned from the week • Identification of gaps in the student's knowledge / skills relating to the work • Identification of resources to address the knowledge / skill gap • An account of the student's attempt to overcome the knowledge / skill deficit. This will be given a Pass or Fail mark i.e. 10 or 0	3,4	10.00	n/a
Performance Evaluation	A report compiled by the IT Carlow placement supervisor and the industrial mentor confirming the student's attendance, commitment and initiative whilst outlining the student's performance for the duration of the work placement. This will be given a Pass or Fail mark i.e. 20 or 0.	2,3	20.00	Sem 1 End
Written Report	Submit a 1,500 word Critical Review report describing student involvement in a project or projects during the placement, which critically appraises the project/s together with an outline of the lessons learned, whilst demonstrating the competencies achieved in observing, assessing, evaluating and reporting on processes observed during the placement. Marks for the Performance Evaluation & Log Book reports may be reviewed where an overwhelming case is presented in the Critical Review. The Critical Review will be marked on: Written and graphic communication, professional organization and presentation, review, reflective thought and problem solving, learning from experience gained.	2,4	50.00	Sem 1 End
Presentation	The student is required to make an oral presentation about their experience of the work placement. The content of the presentation will reflect the content of the written report.	2,4	10.00	Sem 1 End
Written Report	Students must research and submit a proposal for their final year dissertation in the format outlined in the current dissertation brief	5	5.00	n/a

No Project

No Practical

No End of Module Formal Examination

**Module Workload**

<b>Workload: Full Time</b>		
<i>Workload Type</i>	<i>Frequency</i>	<i>Average Weekly Learner Workload</i>
Tutorial	Per Semester	0.00
Placement	Per Semester	9.60
Assignment	Per Semester	0.40
Total Hours		250.00

**Module Delivered In**

Programme Code	Programme	Semester	Delivery
CW_CMHCE_B	<a href="#">Bachelor of Engineering (Honours) in Civil Engineering - Ab Initio</a>	7	Mandatory
CW_CMCEN_B	<a href="#">Bachelor of Engineering (Honours) in Civil Engineering - Add On</a>	3	Mandatory