

Module Title:	Professional Practice
Language of Instruction:	English
Credits:	5
NFQ Level:	7
Module Delivered In	3 programme(s)
Teaching & Learning Strategies:	Lectures, Project Work Private study Group and Individual Projects
Module Aim:	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
Learning Outcomes	
<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
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

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

Workload: Full Time		
<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_CMOPB_B	Bachelor of Science (Honours) in Construction Management	5	Mandatory
CW_CMQSU_B	Bachelor of Science (Honours) in Quantity Surveying	5	Mandatory
CW_CMBSE_D	Bachelor of Science in Construction Management	5	Mandatory