

Module Title:	Communications, Research & Study Skills
Language of Instruction:	English
Credits:	5
NFQ Level:	6
Module Delivered In	No Programmes
Module Aim:	The aim of this module is to enable students to develop the necessary research, written and oral communication skills to meet the demands of working in the social care profession both with clients and other professionals.
Learning Outcomes	
<i>On successful completion of this module the learner should be able to:</i>	
LO1	Demonstrate the use of internet tools to aid learning and research
LO2	Demonstrate an awareness and understanding of relevant research methods while using IT skills as a research tool
LO3	Conduct research in a systematic and efficient manner
LO4	Demonstrate effective written skills for academic and professional administrative purposes
LO5	Deliver a presentation with confidence
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
Introduction to Research Research Definitions Aims of Research Overview of Research Methodologies Observation Interviews Questionnaires Ethical Issues Confidentiality Evaluating Research
The Internet as a Research Tool Search Engines, Directories & Gateways Using databases and periodicals online Evaluating information and research articles Research in social care
Written Skills Principles of Academic Writing Formal writing Essay writing The Writing process Effective Writing Style Referencing & Citation Written communication for social care practice Report writing Client notes Contemporaneous notes Freedom of Information & its implications
Communication Skills What is meant by good communication? Characteristics of good communication Non verbal communication Preparing presentations Knowing your audience Delivering speeches Participation at meetings or in groups
Observation in Practice Purpose Observation guidelines Methods of observation Objective Observations Assessment and Planning. Methods of evaluation the assessment process. Comprehensive system of observations and assessments.
Introduction to Reflective Learning Journal Meaning of reflection. Learning journal. Use of reflection in a journal.

Assessment Breakdown	%
Continuous Assessment	70.00%
Practical	30.00%

Continuous Assessment				
Assessment Type	Assessment Description	Outcome addressed	% of total	Assessment Date
Case Studies	Students to complete a research proposal and evaluate a research article sourced using online resources	1,2,3,4	70.00	n/a

No Project

Practical				
Assessment Type	Assessment Description	Outcome addressed	% of total	Assessment Date
Practical/Skills Evaluation	Students to deliver a presentation on a topic in class	5	30.00	n/a

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	Every Week	1.00
Practicals	Every Week	0.50
Total Hours		1.50

