

STUDY PLUS

COURSE PROPOSAL/SPECIFICATION

1. Suggested title of the course. (Please keep as short as possible.)

2. School/Centre/Unit and staff which/who will be responsible for delivery of the course and campus where course will be delivered. Please note registration will be managed by Study Plus Staff via Target Connect.

Providing School/Centre/ Unit:

Campus where course will be taught, or
Note if it will be delivered online:

Staff member(s) who will teach course
(and if possible grades and spinal points):

School/Centre/ Unit admin contact:

3. Outline any prerequisite knowledge required for this course.

4. Scheduling of all Course sessions

Time, date and week number of each session:

Total number of contact hours:

Example:

Time, date and week number of each session: 14.00 – 17.00, Wed 15 May 2019 (Week 25) and 14.00 – 16.00, Wed 22 May 2019 (Week 26)

Total number of contact hours: 5

5. Maximum number of students. (Minimum number to run a course is 5).

6. The intended learning outcomes

On successful completion of this course students will be able to:

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7. A synopsis of the intended course, explaining what it aims to achieve and what students should expect (*include reference to lectures, workshops, computing sessions, etc.*)

Please note that this will be used to advertise the course

Learning and Teaching Methods:

- *List the applicable teaching methods (e.g. lectures, workshops, computing sessions, etc) and state the contact hours for each teaching method.*
- *State the number of independent learning hours expected of each student (please note that homework or self-study should be minimal for Study Plus courses so as not to interfere with credit-bearing commitments)*
- *State the total number of study hours*

8. Tick the Graduate Attribute(s) (GradGoals) that students will develop on this course

 #Grad Goals CONFIDENCE	 #Grad Goals CREATIVITY AND INNOVATION	 #Grad Goals CRITICAL REFLECTION	
 #Grad Goals GLOBAL/CULTURAL AWARENESS	 #Grad Goals INTEGRITY AND ACCOUNTABILITY	 #Grad Goals INTELLECTUAL CURIOSITY	
 #Grad Goals RESILIENCE			

9. Will there be any homework, preparation or formative assessment? If so how much time should be allowed for this outside of the classroom? (Please note that any work outside of the classroom should take into account that students have credit-bearing studies as a priority)

10. Implications for learning resources or room bookings required?

11. Inclusive module design

The School/Collaborative Partner (*delete as applicable*) recognises and has embedded the expectations of current equality legislation, by ensuring that the module is as accessible as possible by design. Additional alternative arrangements for students with Inclusive Learning Plans (ILPs)/declared disabilities will be made on an individual basis, in consultation with the relevant policies and support services.

The inclusive practices in the guidance (see Annex B Appendix A) have been considered in order to support all students in the following areas:

- a) Accessible resources and curriculum
- b) Learning, teaching and assessment methods

12. Risk assessment

If this course entails risks due to e.g. its location, the use of tools or other equipment - please outline briefly here and tick the box to confirm that you have completed a risk assessment (to be kept by the providing School or Dept).

Risk assessment completed.

Approval by the School Director of Learning and Teaching/School Director of Graduate Studies or Head/Director of School/Centre (as appropriate): "I confirm I have been consulted on the above Study Plus course proposal and that I approve of the delivery of the suggested course."

<p>.....</p> <p>Director of Learning and Teaching/ Director of Graduate Studies)</p> <p>.....</p> <p>Print Name</p>	<p>.....</p> <p>Date</p>
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Statement by the Head/Director of School/Centre: "I confirm that the School has approved the introduction of this Study Plus course and will be responsible for its resourcing." PLEASE NOTE THAT THE SCHOOL/CENTRE IS RESPONSIBLE FOR ENSURING THAT HOURLY PAID LECTURERS TEACHING THESE COURSES HAVE A CONTRACT AND IT LOGIN AND THAT ALL TEACHERS ARE GIVEN ANY NECESSARY IT/AV TRAINING AND SUPPORT TO ENABLE THEM TO USE CLASSROOM EQUIPMENT.

<p>.....</p> <p>Head/Director of School/Centre</p> <p>.....</p> <p>Print Name</p>	<p>.....</p> <p>Date</p>
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Approval by Study Plus:

<p>.....</p> <p>Placement Development and Employability Manager</p>	<p>.....</p> <p>Date</p>
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