

Module title: Fundamentals of Effective Learning

Module code:	FEL	NQF level:	Level 4
Credit value:	15 credits	Study duration:	9 weeks

Module description

Gives you will the opportunity to research and reflect on some course related topics via the discussions and assignments, providing the foundation for advancing on to the rest of the course.

Aims

This module aims to:

- Assess the academic readiness of new students
- Provide the underpinning of skills and competencies required to successfully engage in online Higher Education learning; and
- Deliver the opportunity for students to explore personal opportunities and objectives in their current and future organisational roles through the development of a wide range of skills, behaviours, attributes and competencies.

Students will be encouraged to reflect critically upon such concepts as self-awareness, lifelong learning and developing capability throughout the module.

Learning outcomes

On completion of this module students will be able to:

- Demonstrate the technical and personal requirements of online learning
- Demonstrate competencies in the use of the tools available to online learners
- Possess the ability to reflect on activities and personal development in terms of both process and task
- Identify effective operational techniques in a variety of learning contexts
- Explain the organisational, environmental and societal contexts in which their careers and lives will unfold.

Syllabus

- Student Online Learning Orientation
 - Technical & Personal requirements/preparation
 - Learning platform organisation and navigation
 - Communication in eLearning - Synchronous and Asynchronous
 - Online assessments
 - Collaborative learning tools – ‘Module Resources’
- Intrapersonal Development
 - Self-awareness, lifelong learning and capability
 - Learning styles and personal values
 - Managing stress, uncertainty, transition and time
- Project planning, problem solving and creativity
- Awareness of the world of work and society
- Understanding of citizenship
- Interpersonal Development
 - Verbal communication, including effective presentations
 - Written communication, including effective report-writing
 - Study skills
- Apply basic critical reading, writing, and reasoning skills
- Use a variety of personal management tools and strategies to enhance learning
- Use problem solving skills to increase academic and professional proficiency

Learning and teaching methods

This module will be delivered by learning materials provided on the learning platform supplemented by readings. Tutor support will be available to students via phone, email, and a fortnightly question and answer (Q&A) session. Students will also have access to a mid-module one-to-one.

Assessment

Description of unit of assessment	Length / Duration	Submission Date	Weighting
Discussion contributions	Fortnight	End of Unit 6	20%
Mid-module Assignment	1,500-2,000 words	End of Unit 4	30%
Journal Entries	300-500 words	Bi-weekly submission	20%
End of Module Project	1,500-2,000 words	End of Unit 9	30%