

Guidance for BMSW 4002 Report.

Before reading this guidance, you should consult a copy of the full assignment brief for component1 (HSC) which is available on Moodle – Effective Team working & communication - Assignment Specification.

Sections	Word count guidance
Title Page All of your submissions must include a title page that clearly states your name, your student number, the module code and title, your lecturer's name, and your assignment title.	The words in this section do not count towards your word limit.
Summary This is a paragraph which summarises the contents of your report.	The words in this section do not count towards your word limit.
Contents page You should include a well organised list of the contents of your document with corresponding page numbers to support your reader.	The words in this section do not count towards your word limit.
Introduction This section should introduce your reader to the content of your report, briefly stating what you are going to discuss and the context of the report. Here you may also highlight key literature, theories or models that you will be discussing within your report.	100 -200 words
Overview of communication Provide an overview of what effective communication is and why it is important to health and social care.	At least two citations should be included here. 200 – 300 words Diagrams and images can be used.
Communication Model. Which communication model should the healthcare centre consider and why? Introduce the context you have been given. Identify, explain and justify a model of communication. It is appropriate to describe another model and state why your chosen model is more useful in your opinion.	300 – 400 words At least two citation should be included here. Diagrams and images can be used.

Discussion. • <i>What advantages do online accessible services offer patients and staff?</i> and • <i>What are the disadvantages that need to be considered?</i> Here you will need to use your independent research as well as the articles provided in class to identify and discuss the advantages and disadvantages for patients and staff of video consultations. Consider using PEE – Point, evidence, explain to structure each point that you make. Make a point, supported it by citing literature and explain how this is relevant to this context. Using the points discussed above you should be able to answer the following two questions: • <i>Are there particular groups of patients that will benefit most?</i> and • <i>Can online services replace in person consultations in the future?</i>	600 – 800 words. (At least four citations should be included here) Bullet points, diagrams and images can be used. 200-300 words You will cite literature appropriately to support your arguments.
Conclusion and recommendations. Make conclusions and recommendations that are supported by credible and reliable literature. Don't worry if you feel like you are repeating points that you have already made in your discussion, here you are summarising and communicating these clearly to the reader as your conclusions and recommendations.	100 – 200 words You will cite literature which you have already discussed, try not to introduce new literature at this point.
Reference List All information sources should be listed in Harvard Style with a full reference for each. References should be organised in alphabetical order.	The words in this section do not count towards your word limit.

You should have used a minimum of eight credible and reliable sources of published information.	
Do not forget to refer to the General Submission guidelines outlined in the assignment brief to present your document	