



Prifysgol Cymru
Y Drindod Dewi Sant
University of Wales
Trinity Saint David

LEVEL/ LEFEL 4

MODULE CODE/ COD Y MODIWL: EMPL4003
WORKING IN TEAMS

ASSESSMENT TYPE/ MATH O ASESU: ASSIGNMENT

ASSESSMENT/COMPONENT/ ASESIAID/CYDRAN: 1

COMPONENT WEIGHTING/ PWYSAU'R CYDRAN: 100 %

WORD COUNT/ NIFER Y GEIRIAU: 1500-2000 words

SUBMISSION DETAILS/ MANYLION CYFLWYNO:

- **Make sure that Your Name , Your Student Number, Your Module Title, Assignment Title and Your Module Lecturer's Name are clearly shown on the front page of your assignment**
- **All assignments must be submitted electronically to Moodle.**
- **DO NOT put this form into Turnitin or it will match many similarities with other students' submissions.**



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BACHELORS DEGREE ASSIGNMENT SPECIFICATION (SOAC)

Programme:	Certificate of Higher Education in Skills for the Workplace		
Assignment Title:	Working in Teams		
Hand Out Date:	The 2 ND Week of Term	Submission deadline:	Please refer to the assessments schedule published on Students' Hall in Moodle and the Assessment Board on campus

Referencing:	In the main body of your submission you must give credit to authors on whose research your work is based. Append to your submission a reference list that indicates the books, articles, etc. that you have read or quoted in order to complete this assignment (e.g. for books: surname of author and initials, year of publication, <u>title of book</u> , edition, publisher: place of publication).
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Late submission will result in a late penalty mark, as follows:

Up to one week late, maximum mark of 40% for first attempts and 0% for resubmissions. No work will be accepted more than one week after the submission deadline (Academic Quality Handbook 2016/17 7.5 (5))

MODULE AIM

- To introduce students to strategies for effective team working

LEARNING OUTCOMES

By the end of this module students should be able to:

- demonstrate an understanding of the importance of team working within an employment context;
- demonstrate understanding of the main theories relating to group dynamics; including ethical requirements.
- organise their knowledge and learning through use of a range of information resources, and present their work at the appropriate level.

INDICATIVE CONTENT

Through task-based study, students will explore:

- working collaboratively: shared ownership, responsibility and issues related to confidentiality;
- negotiating and developing ideas;
- group dynamics theories, such as Tuckman;
- theories of team structures, such as Belbin;
- group strategies: shared objectives, group agreements, meaningful schedules and effective delegation.

TASK DESCRIPTION

ASSESSMENT

Methods of assessment: Coursework

Report or Essay Style approach: 100% of module mark.

- *A 10 credit Level 4 module should contain 1500-2000 words (not including appendices or bibliography).*

Assignment:

Working with your reflective abilities, describe an experience from your “real-life “of working in a team on a defined task.

Using models such as: Tuckman, Belbin etc, and concepts such as: cohesion, group structure, behaviour, roles, etc: focus your writing on the prominent factors in the team’s formation, development, changes, and importantly its evolving performance.

Draw conclusions concerning how it might be possible to improve team performance.

Assignment 1 - Assessment Criteria (100% of module marks)

Assessment Criteria	Learning Outcome(s)	% of Marks
Demonstrate an understanding of the importance of team working within an employment context.	1	40%
Demonstrate understanding of the main theories relating to group dynamics; including ethical requirements.	2	40%
Organise their knowledge and learning through use of a range of information resources, and present their work at the appropriate level.	3	20%