

PROGRAMME OF STUDY HANDBOOK

LEVEL 4

MDes(Hons)|BA(Hons) PRODUCT DESIGN
MDes(Hons)|BSc(Hons) PRODUCT DESIGN & TECHNOLOGY
MDes(Hons)|BA(Hons) AUTOMOTIVE DESIGN
MDes(Hons)|BA(Hons) TRANSPORT DESIGN
MDes|BA GLASS: ARCHITECTURAL ARTS
MDes|BA GLASS: CONTEMPORARY PRACTICE
MDes|BA SURFACE PATTERN DESIGN (MAKER)
MDes|BA SURFACE PATTERN DESIGN (FASHION OBJECT)
MDes|BA SURFACE PATTERN DESIGN (TEXTILES FOR INTERIORS)
MDes|BA SURFACE PATTERN DESIGN (TEXTILES FOR FASHION)

SCHOOL OF DESIGN & APPLIED ARTS

FACULTY OF ART & DESIGN

2016-2017

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INTRODUCTION

This handbook provides you with detailed information about your course, or Programme of Study, in the academic year 2016-2017. Module descriptors are presented in the accompanying Module Directory document.

The University has made every effort to make the information as full and as accurate as possible, but you should note that minor changes in the organisation of modules between the planning stage and the actual teaching are inevitable. We shall try to keep any such changes to a minimum, and you will receive plenty of advance warning in the event of any alteration. We would also be grateful if you would let us know about any changes that you think might be helpful if introduced into future handbooks.

FEEDBACK

Feedback on your programme of study and modules is welcome and important and will help us to improve and enhance your learning experience. You can give feedback in a number of ways: through the student representative for your programme of study, through module evaluation questionnaires, through informal meetings with your personal tutor, teaching staff, or Head of School, through focus groups set up by Schools to gain feedback from students on particular issues, or through the Students' Union. If there are issues, then it is important that you share these with us so that we can address them. Your opinion is valued.

Hi, welcome to the School of Design & Applied Arts.

If you pause for a second and look around you every manufactured artefact you see, touch and interact with, good or bad, has been designed! Think about the variety of ways in which the things around you impact on your life; physically, socially, emotionally, economically and environmentally... then think about the impact that you could have in your chosen field of practice in the future... are you excited, a little scared? You should be!

If the world we design is to have a positive impact on our lives then we have to continually develop the right skills, knowledge, understanding and personal/professional attributes. Your programme of study has been developed to provide you with the 'right stuff' to kick-start your future as a Designer, Maker or Applied Artist. To support this the School has a team of outstanding, enthusiastic academic and technical staff and an amazing range of studios, workshops, specialist equipment and professional software for you to work with in the Dynevor and Alex buildings. All we ask of you is that you get stuck in and make the most of your opportunity at Swansea College of Art!

You are the heart of your programme so we would encourage you to participate fully; turn up for your lectures, workshops and tutorials, take part in staff student committees and make a positive contribution to all aspects of your programme, your School and the wider Faculty and University community. You will only get out what you put in!

Hopefully your time here will be exciting, enjoyable and fulfilling. However, there will also be times when things appear a little less rosy, there will be times where things will not go your way and the enjoyment will sometimes be replaced with confusion, frustration or worry. We understand this, so whatever the problem the first step in dealing with it is to talk to a member of your programme staff team! If it's something we can't sort it out, then we can point you in the right direction. The University has comprehensive support and counselling services so if you have any problems or questions don't hesitate to ask for help and advice.

It is also important to remember that the School's staff have many years of experience in supporting students through their studies! Listen to the feedback we provide – its intended to help you!

Remember, if you have any difficulties or concerns, whether they are academic or personal, you should not be afraid to speak to us!

We appreciate that you have chosen to study here with us; it is important that you appreciate the opportunity you have and make the most of it – if you want to be successful you must be both passionate and disciplined! We look forward to working with you as you endeavour to achieve your ambitions.

Good luck!

Dr Sean Jenkins
Head of School

Room G03, Alex Design Exchange.
sean.jenkins@uwtsd.ac.uk

PROGRAMMES OF STUDY AND PROGRAMME DIRECTORS

This handbook covers the following Programmes of Study. The name and contact details of the Programme Directors are also listed below.

Programme of Study	Programme Director	Tel. No.	E-mail
MDes BA Product Design	Dr. Pete Spring	01792 481000 Ext. 4520	peter.spring@uwtsd.ac.uk
MDes BSc Product Design & Technology	Matt Archer	01792 481000 Ext. 4521	matthew.archer@uwtsd.ac.uk
MDes BA Automotive Design	Sergio Fontanarosa	01792 481000 Ext. 4533	sergio.fontanarosa@uwtsd.ac.uk
MDes BA Transport Design	Paul Morrow	01792 481000 Ext. 4532	paul.morrow@uwtsd.ac.uk
MDes BA Glass: Architectural Arts	Lisa Burkl	01792 481000 Ext. 4179	lisa.burkl@uwtsd.ac.uk
MDes BA Glass: Contemporary Practice	Cath Brown	01792 481000 Ext. 4058	catherine.brown@uwtsd.ac.uk
MDes BA Surface Pattern Design (Maker)	Georgia Mckie	01792 481000 Ext. 3265	georgia.mckie@uwtsd.ac.uk
MDes BA Surface Pattern Design (Fashion Object)			
MDes BA Surface Pattern Design (Textiles for Interiors)			
MDes BA Surface Pattern Design (Textiles for Fashion)			

PASTORAL SUPPORT

A member of academic staff will be identified at the beginning of the academic year to act as a point of first contact for all pastoral support issues. Details of the arrangements for Pastoral Support are contained in the *University Regulations – Undergraduate Student Guide* which is published on the Academic Office section on the University's website:

<http://www.uwtsd.ac.uk/academic-office/university-regulations-student-guide/>

EXTERNAL EXAMINERS

All taught Programmes of Study which lead to a Higher Education award of the University have at least one External Examiner. The principal purposes of the University's external examiner system are to ensure that:

- the standard of each award is maintained at the appropriate level;
- the standards of student performance are comparable with standards on similar programmes or subjects in other UK institutions with which they are familiar;
- the processes for assessment and the determination of awards are sound and fairly conducted.

Students may request a copy of the previous year's External Examiner's Report for their programme of study by contacting the Programme Director.

The current External Examiners for the Programmes of Study are:

Programme of Study	External Examiner for 2016/17 (forename/surname)	External Examiner for 2015/16 (if different to current)
MDes BA Product Design	Dr Tania Humphries-Smith	Jon Spruce
MDes BSc Product Design & Technology		
MDes BA Automotive Design	David Brisbane	N/A
MDes BA Transport Design		
MDes BA Glass: Architectural Arts	Jeff Zimmer	N/A
MDes BA Glass: Contemporary Practice		
MDes BA Surface Pattern Design (Maker)	Sally Ann Gill	N/A
MDes BA Surface Pattern Design (Fashion Object)		
MDes BA Surface Pattern Design (Textiles for Interiors)		
MDes BA Surface Pattern Design (Textiles for Fashion)		

Please note that students are not permitted to make direct contact with the External Examiners.

ACADEMIC YEAR 2016/2017

The academic year 2016/2017 will be divided up as follows:

Induction	26/09/16 - 30/09/16
Semester 1:	26/09/16 - 27/01/17
Exam Period 1:	11/01/17 - 20/01/17
Mid-sessional Boards:	06/02/17 - 10/02/17
Semester 2:	30/01/17 - 14/07/17
Exam Period 2:	10/05/17 - 23/05/17
Examining Boards:	05/06/17 - 30/06/17
Re-sit Period:	17/07/17 - 21/07/17

INFORMATION ABOUT YOU AND YOUR PROGRAMME OF STUDY

Information about you and your programme of study is held by the University on a central Student Record System managed by the University Registry. It is essential that the University Registry has an accurate record of your personal details at all times. It is equally important to ensure that you are enrolled on the correct Programme of Study and on the correct modules. Failure to inform the Registry of any changes in this respect can result in a range of problems including:

- delays in obtaining your student loan;
- failure to contact you in an emergency; and
- clashes on your examination timetable

Please take time to check the enrolment information provided by the University Registry and be sure to notify the Registry of any errors or changes.

DISCLOSURE AND BARRING SERVICE (DBS) – ENHANCED

If your programme involves you coming into contact with children or vulnerable adults, you will be required to undertake a DBS check (Enhanced). Further details will be provided by the University Registry or Head of School.

As part of each programme's procedures relating to DBS, continuing students will normally be required to inform their Programme Director immediately of any change to their criminal convictions status.

You will also be asked to complete a formal self-declaration during the enrolment period at the beginning of the academic year, which confirms your criminal conviction status. This declaration will be kept within Registry.

MODULAR TERMINOLOGY

Level (of Study):

A level is assigned to each module to define the standard of its academic demand in line with the National Qualifications Framework which incorporates both Further Education and Higher Education.

The level is not necessarily synonymous with a year, though very often Level 4 will be the first year of a Programme of Study, Level 5 will be the second year, and Level 6 will be the third year. The basic characteristics of the relevant levels of study are outlined in section 6.1.5 of Chapter 6 of the University's Academic Quality Handbook, a copy of which is available on the Academic Office section of the website: <http://www.uwtsd.ac.uk/academic-office/academic-quality-handbook/>

ASSESSMENT

At the start of each module, tutors will provide on Moodle full details of the means by which you will be assessed in that module. This will include a full assessment brief and guidelines on the criteria that will be used for marking your work as well as clear information about when the assessments are due and the turn-around feedback time for the assessments. It will also detail how you will be able to discuss the feedback on your work and your performance and what to do if you have any questions.

All assessed written coursework needs to be submitted in electronic copy via Turnitin; alternative instructions will be provided by the Programme Director for any forms of coursework that cannot be submitted via Turnitin.

The University offers programmes in both English and Welsh. The normal expectation is that you will be assessed in the same language in which the programme or modules are delivered. If you have been taught in English and wish to be assessed in Welsh, or vice versa, you should consult your Programme Director about the options available to you.

You will receive confirmation of your assessment marks at the end of each year. Any marks released prior to formal approval by the Progression / Award Examining Board are provisional.

Extenuating Circumstances

If you believe that there are extenuating circumstances which may have adversely affected your ability to complete coursework or examinations, you should follow the University's procedures for Extenuating Circumstances for Taught Provision, which can be found on the Academic Office section on the University's website:

<http://www.uwtsd.ac.uk/academic-office/procedures-for-academic-appeals-complaints-and-other-student-cases/>

Additional needs in terms of assessment

If you have any additional needs in terms of assessment, it is your responsibility to liaise with Student Services regarding those needs at the start of the academic year, so that a Statement of Compensatory Measures can be drafted in line with the University's procedures for assessment of students with additional needs.

<http://www.uwtsd.ac.uk/services-for-disabled-students/>

Note that the period between the end of the summer examinations and the end of the summer term is an independent study period, which should be used to prepare for your next year of study. Further details will be provided by your Programme Director.

Academic Appeals

Information about how to appeal is provided in the 'Academic Appeal Procedure' in Chapter 13 of the Academic Quality Handbook, and in supporting documentation published on the Academic Office section on the University's website:

<http://www.uwtsd.ac.uk/academic-office/procedures-for-academic-appeals-complaints-and-other-student-cases/>

Additional advice is available from the Students' Union. It is very important that you note carefully the grounds on which appeals may be made and submit your appeal on the appropriate form because incomplete or ineligible appeals cannot be processed.

Assessment Regulations

The rules and regulations that govern the assessment of your Programme of Study are available in Chapters 6 and 7 of the University's Academic Quality Handbook, a copy of which is available on the Academic Office section of the website:

<http://www.uwtsd.ac.uk/academic-office/academic-quality-handbook/>

Responsibilities of students in relation to the assessment process

As noted in section 7.3(5) of Chapter 7 of the Academic Quality Handbook, students are responsible for ensuring that:

- i) They read and understand the information provided about how they will be assessed, how their final award will be determined, and the action to take in the event that they experience difficulties relating to assessment.
- ii) They attempt every assessment component of a module.
- iii) They attend examinations and other assessment events, including re-examination and re-assessment events, as required; and that they are available to attend oral examinations if required to do so within the published dates of terms or semesters, or other date notified to them in advance.
- iv) They submit work for assessment as required and in accordance with the required format and deadline.
- v) They inform their School or Student Services of any disability or long term impairment which might require special provisions for assessment.
- vi) They familiarise themselves with the University's definition of unfair practice and undertake assessments in a manner that does not attempt to gain unfair advantage.
- vii) They follow the prescribed procedures in the event that they experience extenuating circumstances or wish to appeal against the decision of an Examining Board.
- viii) They keep a copy of work presented for assessment wherever feasible.
- ix) They make their work available for sampling for external examining purposes and for archiving.

VIRTUAL LEARNING ENVIRONMENT (VLE)

Moodle is the University's Virtual Learning Environment (VLE). The VLE is used to support learning and teaching. It can be accessed by **enrolled** students from anywhere in the world using the internet and a web browser.

Some of Moodle's features allow students to:

- Access course materials

- Facilitate communication between students and tutors
- Support group tasks
- Take online assessments with automatic marking and feedback facilities

Moodle can be used for administration tasks such as:

- Displaying announcements e.g. lecture venue changed
- Submission of assignments electronically
- Administration of online surveys, such as module questionnaires

How to Access:

From Swansea:

Navigate to <http://uwtsd.ac.uk>

Click Quick Links (top left side of screen)

Select Moodle from the Swansea links

Log in using your Network username and password which are the same used to access campus PC's

If you are missing courses/modules in the **My Courses** block please contact your **lecturers** to ask if they use Moodle. Please note it can take 24 hours for enrolment data to feed into Moodle. If you have problems finding resources (timetables, lecture notes, assignment briefs etc) please contact the **lecturer** that delivers the course/module. For any technical issues or error messages contact the **helpdesk**:

tel: 01792 481134

email: helpdesk@uwtsd.ac.uk

In any correspondence please include your name and student username (e.g. p123456)

From Carmarthen/Lampeter/London:

Navigate to <http://uwtsd.ac.uk>

Click Quick Links (top left side of screen)

Select Moodle from the Carmarthen/Lampeter/London links

Log in using your Network username and password which are the same used to access campus PC's

If you are missing courses/modules in the **My Courses** block please contact your **lecturers** to ask if they use Moodle. Please note it can take 24hrs for enrolment data to feed into Moodle. If you have problems finding resources (timetables, lecture notes, assignment briefs etc) please contact the **lecturer** that delivers the course/module.

For any technical issues or error messages contact the **IT Service Desk** via:

Web: <https://webhelp.uwtsd.ac.uk>

Tel: 0300 500 5055

Or email: ITServiceDesk@uwtsd.ac.uk

In any correspondence please include your name and student username (e.g. 0244056) and details of your issue

PROGRAMMES OF STUDY

(1) MDes|BA Product Design

(2) MDes|BSc Product Design & Technology

General Programme Learning Outcome Statements:

Upon successful completion of their studies graduates of all programmes within the portfolio will be able to demonstrate:

1. An in-depth knowledge of the design process and the ability to generate an effective and creative design solution that satisfies a brief.
2. A systematic understanding of the principles of sustainable design and full cognisance of the implications of design and production on the environment.
3. An appreciation of the inter-personal skills essential in a designer, facilitating effective interfacing with target users, other stakeholders and members of professional disciplines linked to design and industrial production.
4. Proficiency with a range of traditional and computer aided industrial design tools used in the design, development and prototyping of industrially produced products.
5. A detailed knowledge of traditional and emerging materials and processes leading to product solutions with the desired performance, economy and sustainability.
6. Extensive knowledge of the contemporary context of design and critical awareness of broader socio-cultural, economic, political and environmental issues and their impact on the practice of designing products, services and systems.
7. An understanding of the principles of project management, together with the skills and information necessary to function effectively in employment or in a self-generated creative enterprise.

In addition, upon successful completion of their **Honours level studies** graduates will be able to demonstrate;

8. Understanding of the processes for protecting their own intellectual property and critical awareness of the crucial role played by copyright, registered design and patenting in the commercial activities of an organisation.
9. Intellectual abilities such as reflective and analytical thinking to enable the graduate to fully develop their professional standing and participate in the discourse on Industrial Design.

Specific Programme Learning Outcome Statements:

In addition to the general programme outcomes students will be able to demonstrate their fulfilment of the following specific programme learning outcomes:

BA(Hons) Product Design graduates will be able to demonstrate:

10. A critical understanding of product aesthetics, branding and user experience within contemporary practice and the ability to communicate this knowledge with sensitivity using advanced design skills and digital media tools.

11. A critical understanding of the application of user-centred research methods to understand user experience and the ability to implement the insights gained from these methods in the development of sustainable products, services and systems.

BSc(Hons) Product Design & Technology graduates will be able to demonstrate:

12. A critical understanding of engineering principles and their application within industrial design practice for the optimisation of product architecture and functionality.
13. A critical understanding of computer aided methodologies to simulate and analyse whole product and/or component concepts and validate product design feasibility of proposed solutions for effective and sustainable manufacture using traditional and new rapid manufacturing technologies.

MDes graduates in these discipline areas will also be able to demonstrate:

14. A critical awareness of contemporary design theory and research and the ability to evaluate advanced scholarship in their field and apply the outcomes of this enquiry in their own practice.
15. A critical awareness of contemporary creative and collaborative enterprise practice and the ability to develop and implement innovative strategies for the exploitation of their personal intellectual property and creative skills in entrepreneurial contexts.
16. Self-direction and originality in identifying and solving problems, in planning and implementing tasks in response to these, and communicate at a highly professional level, using appropriate media and technologies, the outcome of their intellectual and experimental modes of investigation.

LEVEL 4 PROGRAMME STRUCTURE – Full-time Students

All Level 4 students must normally pursue 120 credits at Level 4. The credit rating of each module is specified in the module details.

Semester 1

Module Code	Title	Module type (core, compulsory or optional)	Credits
M4X01228	Product Design Methods 1	Compulsory	20
M4X02234	Design Prototyping	Compulsory	20
M4X01231	Materials & Manufacturing	Compulsory	20
M4X02235	3D CAD & Visualisation	Compulsory	20
M4X02070	Contextual Studies	Compulsory	20

Semester 2

Module Code	Title	Module type (core, compulsory or optional)	Credits
M4X01229	Product Design Methods 2	Compulsory	20
M4X02234	Design Prototyping	Compulsory	20
M4X01231	Materials & Manufacturing	Compulsory	20
M4X02235	3D CAD & Visualisation	Compulsory	20
M4X02070	Contextual Studies	Compulsory	20

Note: Where a module is taught in both semesters the credits stated above are for the module not per semester, the breakdown allocation will be in the module handbook/assignment specification.

Where appropriate, the University may allow students to study modules in addition to the 120 credits studied for the level of study e.g. Welsh medium or IT modules. Students would need to discuss this with their Programme Director.

Note that on Programmes of Study offering a large number of options, timetable constraints will inevitably mean that not all combinations of options will be possible.

Module details are correct on 1 September 2016, and will not normally be changed during the year. In the unlikely event of the School having to make changes to these details during the year, you will be notified in writing. Module descriptors are presented in the accompanying Module Directory document.

(3) MDes|BA Automotive Design

(4) MDes|BA Transport Design

General Programme Learning Outcome Statements:

Upon successful completion of their studies graduates of all programmes within the portfolio will be able to demonstrate:

1. An in-depth knowledge of the design process and the ability to generate an effective and creative design solution that satisfies a brief.
2. A systematic understanding of the principles of sustainable design and full cognisance of the implications of design and production on the environment.
3. An appreciation of the inter-personal skills essential in a designer, facilitating effective interfacing with target users, other stakeholders and members of professional disciplines linked to design and industrial production.
4. Proficiency with a range of traditional and computer aided industrial design tools used in the design, development and prototyping of industrially produced vehicles.
5. A detailed knowledge of traditional and emerging materials and processes leading to product solutions with the desired performance, economy and sustainability.
6. Extensive knowledge of the contemporary context of design and critical awareness of broader socio-cultural, economic, political and environmental issues and their impact on the practice of designing vehicles, services and systems.
7. An understanding of the principles of project management, together with the skills and information necessary to function effectively in employment or in a self-generated creative enterprise.

In addition, upon successful completion of their **honours level studies** graduates will be able to demonstrate;

8. Understanding of the processes for protecting their own intellectual property and critical awareness of the crucial role played by copyright, registered design and patenting in the commercial activities of an organisation.
9. Intellectual abilities such as reflective and analytical thinking to enable the graduate to fully develop their professional standing and participate in the discourse on Industrial Design.

Specific Programme Learning Outcome Statements:

In addition to the general portfolio outcomes students will be able to demonstrate their fulfilment of the following specific programme learning outcomes:

BA(Hons) Automotive Design graduates will be able to demonstrate:

10. A critical understanding of automotive architecture, the relationship between technology and design, and the ability to apply this knowledge to automotive forms.
11. A critical understanding of methodologies to visualise and refine vehicle proposals which respect the limitations and demands of the underpinning technical package.

BA(Hons) Transport Design graduates will be able to demonstrate:

12. Advanced visual and conceptual literacy and the ability to apply this to the design of a wide variety of transportation types and systems with sensitivity.
13. A critical understanding of the principles of user centred design research methods and the ability to apply and communicate the insight gained from these methods in the development of conceptual transportation proposals.

MDes graduates in these discipline areas will also be able to demonstrate:

14. A critical awareness of contemporary design theory and research and the ability to evaluate advanced scholarship in their field and apply the outcomes of this enquiry in their own practice.
15. A critical awareness of contemporary creative and collaborative enterprise practice and the ability to develop and implement innovative strategies for the exploitation of their personal intellectual property and creative skills in entrepreneurial contexts.
16. Self-direction and originality in identifying and solving problems, in planning and implementing tasks in response to these, and communicate at a highly professional level, using appropriate media and technologies, the outcome of their intellectual and experimental modes of investigation.

LEVEL 4 PROGRAMME STRUCTURE – Full-time Students

All Level 4 students must normally pursue 120 credits at Level 4. The credit rating of each module is specified in the module details.

Semester 1

Module Code	Title	Module type (core, compulsory or optional)	Credits
M4X01231	Materials & Manufacturing	Compulsory	20
M4X01232	3D CAD & Visualisation	Compulsory	20
M4X01360	Automotive Design Methods 1	Compulsory	20
M4X02236	Creative Design Development	Compulsory	20
M4X02070	Contextual Studies	Compulsory	20

Semester 2

Module Code	Title	Module type (core, compulsory or optional)	Credits
M4X01231	Materials & Manufacturing	Compulsory	20
M4X01232	3D CAD & Visualisation	Compulsory	20
M4X01361	Automotive Design Methods 2	Compulsory	20
M4X02236	Creative Design Development	Compulsory	20
M4X02070	Contextual Studies	Compulsory	20

Note: Where a module is taught in both semesters the credits stated above are for the module not per semester, the breakdown allocation will be in the module handbook/assignment specification.

Where appropriate, the University may allow students to study modules in addition to the 120 credits studied for the level of study e.g. Welsh medium or IT modules. Students would need to discuss this with their Programme Director.

Note that on Programmes of Study offering a large number of options, timetable constraints will inevitably mean that not all combinations of options will be possible.

Module details are correct on 1 September 2016, and will not normally be changed during the year. In the unlikely event of the School having to make changes to these details during the year, you will be notified in writing. Module descriptors are presented in the accompanying Module Directory document.

(5) MDes|BA Glass: Architectural Arts

(6) MDes|BA Glass: Contemporary Practice

General Programme Learning Outcome Statements:

Upon successful completion of their **honours level** studies graduates will be able to demonstrate the following outcomes:

1. Generate original design proposals and glass artefacts that reflect the application of the student's own research and individuality in their personal practice.
2. Demonstrate understanding of commercial practice and prepare a professional portfolio to present themselves and their work to potential clients or collaborators.
3. Research, integrate and critically evaluate information from a variety of sources.
4. Critically analyse and evaluate design approaches and manufacturing methods for the application of glass in the built environment.
5. Present design solutions supported by critical and developmental evidence together with their physical realisation for an externally defined brief.

Upon successful completion of MDes level studies graduates will be able to demonstrate the following additional outcomes:

6. A critical awareness of contemporary design theory and research and the ability to evaluate advanced scholarship in their field and apply the outcomes of this enquiry in their own practice.
7. A critical awareness of contemporary creative and collaborative enterprise practice and the ability to develop and implement innovative strategies for the exploitation of personal intellectual property and creative skills in entrepreneurial contexts.
8. Self-direction and originality in identifying and solving problems, in planning and implementing tasks in response to these, and communicate at a highly professional level, using appropriate media and technologies, the outcome of intellectual and experimental modes of investigation.

Upon completing the programme students are expected to have demonstrated the following:

Knowledge and Understanding

1. An in-depth knowledge of the design process. The ability to generate ideas (and apply design processes) for effective and creative design solutions that satisfy a set and/or self-initiated brief either independently and/or collaboratively.
2. Detailed knowledge of traditional, current and emerging materials, techniques and processes and ability to select and develop design solutions.
3. Develop ideas through to outcomes targeting innovation, high quality finish, desired aesthetic qualities, resolved application and function.
4. Extensive knowledge of the contemporary context of glass design and the significance of the work of other practitioners in their discipline.
5. An understanding of the issues which arise from the designer's relationship with audiences, clients, markets, users, consumers, and/or participants
6. A broad critical and contextual awareness of socio-cultural, economic, political and environmental issues and their impact on glass practice.

7. An awareness of the implications and potential for their discipline(s) presented by the key developments in current and emerging media and technologies, and in interdisciplinary approaches to contemporary practice in glass practice.
8. Demonstrate an awareness of sustainable practice in terms of self-learning and transferrable skills.
9. Demonstrate ability and skills in observation, investigation, enquiry, visualization and/or making.

Thinking Skills

10. Intellectual abilities such as reflective and analytical thinking to enable the graduate to fully develop their professional standing and participate in the discourse of Glass.
11. Convergent and divergent thinking in the processes of observation, investigation, speculative enquiry, visualisation and/or making.
12. An ability to manage and make appropriate use of the interaction between intention, process, outcome, context, and the methods of dissemination
13. An ability to analyse information and experiences, formulate independent judgment, and articulate reasoned arguments through reflection, review and evaluation

Practical Skills

14. Proficiency in research, observation, enquiry, visualisation, designing and making.
15. Proficiency with a range of traditional and digital design tools used in glass practice.
16. Development of ideas through to outcomes that confirm the student's ability to express their individual visual language.
17. Select, test and make appropriate use of materials, processes and environments
18. Ability to identify and pursue innovation in material practice, process and application relevant to their pathway context
19. Skills in communication and presentation - articulating ideas and information comprehensibly in visual, oral and written forms
20. Generate ideas, concepts, proposals, solutions or arguments independently and/or collaboratively in response to set briefs and/or as self-initiated activity.

Key Skills

- 21 Resourcefulness, entrepreneurialism and an understanding of their place in the professional context of their pathway
- 22 Identify personal strengths and needs, and reflect on personal development in response to critical judgments.
- 23 Sustainable and appropriate employability skills showing resourcefulness and entrepreneurialism
- 24 Work independently, set goals, manage their own workloads and meet deadlines
- 25 An enthusiasm for enquiry into their discipline and the motivation to sustain it.
- 26 The ability to interact effectively with others, for example through collaboration, collective endeavour and negotiation.

LEVEL 4 PROGRAMME STRUCTURE – Full-time Students

All Level 4 students must normally pursue 120 credits at Level 4. The credit rating of each module is specified in the module details.

Semester 1

Module Code	Title	Module type (core, compulsory or optional)	Credits
M4X01477	Historical & Contextual Studies I	Compulsory	20
M4X01478	Visual Studies	Compulsory	20
M4X01479	Decorative Glass Processes	Compulsory	20
M4X01480	Stained Glass Practice	Compulsory	20
M4X01481	Design Practice I	Compulsory	20

Semester 2

Module Code	Title	Module type (core, compulsory or optional)	Credits
M4X01477	Historical & Contextual Studies I	Compulsory	20
M4X01478	Visual Studies	Compulsory	20
M4X01479	Decorative Glass Processes	Compulsory	20
M4X01480	Stained Glass Practice	Compulsory	20
M4X01482	Design Practice II	Compulsory	20

Note: Where a module is taught in both semesters the credits stated above are for the module not per semester, the breakdown allocation will be in the module handbook/assignment specification.

Where appropriate, the University may allow students to study modules in addition to the 120 credits studied for the level of study e.g. Welsh medium or IT modules. Students would need to discuss this with their Programme Director.

Note that on Programmes of Study offering a large number of options, timetable constraints will inevitably mean that not all combinations of options will be possible.

Module details are correct on 1 September 2016, and will not normally be changed during the year. In the unlikely event of the School having to make changes to these details during the year, you will be notified in writing. Module descriptors are presented in the accompanying Module Directory document.

(7) MDes|BA Surface Pattern Design (Maker)

(8) MDes|BA Surface Pattern Design (Fashion Object)

(9) MDes|BA Surface Pattern Design (Textiles for Interiors)

(10) MDes|BA Surface Pattern Design (Textiles for Fashion)

General Programme Learning Outcome Statements:

Upon successful completion of their studies graduates of all programmes within the portfolio will be able to demonstrate:

Knowledge and Understanding

1. To present evidence that demonstrates ability to generate ideas independently and/or collaboratively in response to set briefs and/or as self-initiated activity.
2. Demonstrate an understanding of the significance of the work of other practitioners in their discipline.
3. Apply information skills to navigate, retrieve and manage information from a variety of sources.
4. An understanding of the issues which arise from the artist's or designer's relationship with audiences, clients, markets, users, consumers, and/or participants.
5. Describe the potential for their discipline to interconnect with other disciplines or areas of expertise and make creative leaps forward.

Cognitive Skills

1. Apply, consolidate and extend their learning in different contextual frameworks and situations, both within and beyond the field of art and design.
2. Employ both convergent and divergent thinking in the processes of observation, investigation, speculative enquiry, visualisation and/or making.
3. Manage and make appropriate use of the interaction between intention, process, outcome, context, and the methods of dissemination.
4. Critical, contextual, historical, conceptual and ethical dimensions of the student's discipline in particular, and art and design in general.
5. Analyse information and experiences, formulate independent judgement, and articulate reasoned arguments through reflection, review and evaluation.

Practical Skills

1. Demonstrate proficiency in observation, investigation, enquiry, visualisation and/or making
2. Develop ideas through to outcomes that confirm the student's ability to select and use materials, processes and environments.
3. Communicate ideas and information in visual, oral and written forms.
4. Present ideas and work to their audiences.
5. Exercise self-management skills in managing their workloads and meeting deadlines.

Key Skills

1. Demonstrate an enthusiasm for enquiry into their discipline and the motivation to sustain it.
2. Anticipate and accommodate change, and work within contexts of ambiguity, uncertainty and unfamiliarity.
3. Develop an awareness of sustainability in an environmental and ethical context.
4. Effectively engage with real-life problems relevant to sustainable development.
5. Demonstrate responsibility exercising broad autonomy and judgement in selecting, planning and implementing tasks.

Specific Programme Learning Outcome Statements:

In addition to the general portfolio outcomes students will be able to demonstrate their fulfilment of the following specific programme learning outcomes:

BA(Hons) Surface Pattern Design: TF graduates will be able to demonstrate:

1. A critical understanding of contemporary and historical fashion trends, forecasting and the social/political drivers that influence this industry and the ability to apply this knowledge to textile design practice within the fashion arena.
2. A critical understanding of pattern, cloth, body mapping and engineered surface design in the context of textiles for fashion and the technical skills needed to realise design ideas using both traditional methods and new technologies.

BA(Hons) Surface Pattern Design: TI graduates will be able to demonstrate:

1. A critical understanding of contemporary and historical interior design trends, forecasting and the social/political drivers that influence contemporary lifestyles and the ability to apply this knowledge to textile design practice across domestic and commercial interior spaces.
2. A critical understanding of interior textiles in terms of colour, scale, image, fabric and application and the technical skills needed to realise design ideas using both traditional methods and new technologies.

BA(Hons) Surface Pattern Design: FO graduates will be able to demonstrate:

1. A critical understanding of contemporary and historical fashion trends, forecasting and the social/political drivers that influence this industry and the ability to apply this knowledge to detailing, accessory and conceptual 'wearable' object design practice within the fashion arena.
2. A critical understanding of fashion object design in terms of fashion styling,, design craftsmanship and embellishment and the technical skills needed to realise design ideas using three-dimensional mixed media techniques that may combine traditional methods and new technologies.

BA(Hons) Surface Pattern Design: MK graduates will be able to demonstrate:

1. A critical understanding of contemporary and historical applied arts practice and the diversity of entrepreneurial opportunities available to the designer/maker and the ability to apply this knowledge to innovative decorative and functional artefact design practice within the within the broad field of design, craft and textiles.
2. A critical understanding of designing and making in terms of surface, structure, application, context and function and the technical skills needed to realise design ideas using hard and soft materials combining traditional methods and new technologies.

MDes graduates will be able to demonstrate:

Knowledge and Understanding

1. Manage opportunities for experimentation with a high level of skill and critical thinking whilst using a range of selected media and practices, and to facilitate development in the light of evaluated initial results.
2. Acquire expertise within a chosen field of practice incorporating, conceptual, theoretical and speculative thinking, experimentation, visual analysis and practical deployment of materials and methods, leading to a public output.

Cognitive Skills

3. Critically analyse, interpret and evaluate complex information related to art and design concepts, and theories and produce modified conceptions.
4. Critically analyse and interpret research, through the development of personal creative strategies, leading to the creation of a substantial body of a considered specialist practice

Practical Skills

5. Demonstrate responsibility exercising broad autonomy and judgement in selecting, planning and implementing tasks
6. Communicate conceptual ideas effectively with colleagues and a wider audience, in a variety of media and practices.

Key Skills

7. Actively implement or contribute to changes that promote sustainable development within the scope of their own learning experience and study environment.
8. Demonstrate a critical understanding of the micro and macro socio- economic, political and aesthetic implications of site, location and context relating to the display and creation of artworks through pedagogical means.
9. Demonstrate originality in the application of knowledge, together with a practical understanding of how established techniques of research and enquiry are used to create and interpret methods of visual communication.

LEVEL 4 PROGRAMME STRUCTURE – Full-time Students

All Level 4 students must normally pursue 120 credits at Level 4. The credit rating of each module is specified in the module details.

Semester 1

Module Code	Title	Module type (core, compulsory or optional)	Credits
M4X02217	Major Studies A1	Compulsory	20
M4X02218	Digital and Material Process B1	Compulsory	20
M4X01560	Ways of Thinking	Compulsory	10
M4X01602	Visual Studies 1	Compulsory	10

Semester 2

Module Code	Title	Module type (core, compulsory or optional)	Credits
M4X02219	Major Studies A2	Compulsory	20
M4X02220	Digital and Material Process B2	Compulsory	20
M4X01559	Ways of Perceiving	Compulsory	10
M4X01603	Visual Studies 2	Compulsory	10

Note: Where a module is taught in both semesters the credits stated above are for the module not per semester, the breakdown allocation will be in the module handbook/assignment specification.

Where appropriate, the University may allow students to study modules in addition to the 120 credits studied for the level of study e.g. Welsh medium or IT modules. Students would need to discuss this with their Programme Director.

Note that on Programmes of Study offering a large number of options, timetable constraints will inevitably mean that not all combinations of options will be possible.

Module details are correct on 1 September 2016, and will not normally be changed during the year. In the unlikely event of the School having to make changes to these details during the year, you will be notified in writing. Module descriptors are presented in the accompanying Module Directory document.

UNIVERSITY ATTENDANCE POLICY

All students are required to attend all scheduled classes and tutorials and Faculties will record individual academic attendance on a weekly basis.

Contact points will be specified for each programme, taking into account the structure of the programme and the scheduled timetable. Disciplinary action will be taken for any sustained periods of unauthorised absence. Students who have a legitimate reason for unexpected absences (including the instance of illness or injury) must provide evidence to their Tutor, London Student Services or Faculty Office, as appropriate, immediately following their return, to ensure that it is noted as authorised leave.

Wherever possible, students should request permission through their Tutors, London Student Services or Faculty Office in advance of any absence, completing the appropriate forms to explain the circumstances that require this. Although short authorised absences are not normally counted against the student, these are taken into consideration in the annual review of each student's cumulative attendance (see below). Confirmation of authorised absence will be lodged on each student's record.

If a student does not provide any reasonable justification for periods of unauthorised absence, fails to respond to initial and/or final Attendance Warning Letters, and/or the required actions agreed at meetings with academic staff, and does not improve their attendance record, the Faculty will ask the Registry to withdraw the student.

International Students with a UKVI Tier 4 Visa

In addition to the attendance requirements noted above, the following regulations will apply to international students who require a 'Tier 4' visa for their studies in the UK.

Each student's **cumulative attendance** (%) will be reviewed during and at the end of each academic Term. The required level of attendance will be defined by the Faculty/campus taking into account the level of study, structure of the programme, and scheduled timetable. Initial and Final Warning letters will be issued for low levels of attendance to advise her/him that attendance is below the level expected by the University and that, if poor attendance continues, this may lead to the individual being withdrawn from the programme. Very low levels of attendance for an academic Term will lead to immediate withdrawal.

Appeal against withdrawal due to poor attendance – Information on how to appeal against withdrawal is provided on the University's website (<http://www.uwtsd.ac.uk/academic-office/procedures-for-academic-appeals-complaints-and-other-student-cases/>).

It is very important that you note carefully the grounds on which appeals may be made and submit your appeal on the appropriate form because incomplete or ineligible appeals cannot be processed (<http://www.uwtsd.ac.uk/academic-office/other-forms-and-policies/>).

If travelling within or outside of the UK during term-time or vacation periods, students should provide contact details and/or a travel itinerary to the Faculty Office or London Student Services to assure immediate contact in the case of an emergency.

Students must always request permission from the University prior to their departure, for authorisation to travel away from their campus during term-time. They must also inform their Tutor, London Student Services or Faculty Office of the date on which they plan to leave the University at the end of each Term, once all teaching and examination requirements have been completed.

It is a requirement of UK Visas & Immigration (UKVI) and a condition of all Tier 4 visas that missing 10 consecutive contact points without any form of authorisation will result in the student being reported to Registry. Registry will then withdraw the student from their programme and inform the UKVI that their Tier 4 visa sponsorship is withdrawn.

All international students holding a Tier 4 visa are also required to attend one (for the London campus) or three (for the Wales-based campuses) compulsory, University re-registration events in each academic year. Students will receive a notification of the timing and location of each event. If an international student fails to attend a re-registration event the student will be reported to Registry. Registry will then withdraw that student from their programme and inform the UKVI that their Tier 4 visa sponsorship is withdrawn.

Students who have a legitimate reason for absence (including the instance of illness or injury while in the UK preventing attendance) must provide evidence to their Tutor, London Student Services or Faculty Office immediately following their return, to request that it be noted as authorised leave. If approved, the confirmation of authorised absence will be lodged on the student's record.

SCHOOL AND FACULTY POLICIES

Your School or Faculty have additional policies in a range of areas. Your Programme Director will provide you with relevant details.

ABOUT UNFAIR PRACTICE AND PLAGIARISM

The University defines unfair practice as ‘any act, intentional or otherwise, whereby a person may obtain for himself/herself or for another, an unpermitted advantage...’. Committing unfair practice in assessment is one of the most serious offences in academic life, and its consequences can be severe. It undermines the integrity of scholarship, research, and of the examination and assessment process.

It is very important to understand that it is no defence to claim that unfair practice has been committed unintentionally, accidentally, due to extenuating circumstances or a long-term impairment (irrespective of whether or not these circumstances or long-term impairment have been acknowledged by the University).

Plagiarism is one type of unfair practice. Plagiarism is passing off, or attempting to pass off, another’s work as your own. It includes copying the words, ideas, images or research results of another **without acknowledgement**, whether those words etc. are published or unpublished. It is plagiarism, for example, to copy the work of another student, of a member of staff or a published article without crediting the author. Persons who allow their work to be plagiarised are also guilty.

It should be noted that re-submitting work that has already been submitted for a different assessment task without noting that this is the case is also regarded as plagiarism (and is called self-plagiarism) and will be treated as such.

Plagiarism is one of the worst offences in academic life, and its consequences can be severe. It undermines the integrity of scholarship, research, and of the examination and assessment process. The guidance that follows explains what is meant by plagiarism, describes the University’s regulations for dealing with it, and provides help in avoiding it.

When enrolling as a student at the University of Wales Trinity Saint David you have consented to your work being scrutinised both electronically and in person to check for cases of plagiarism. In many Schools your work will be submitted electronically via Moodle.

For submissions outside of the Moodle platform, it is equally important that you reference your sources accurately. In some cases you will be expected to submit both hard and electronic copies, which can be checked against the database of the UK Higher Education Plagiarism Detection Service. For handwritten, portfolio and process workbook submissions check with your module tutor if you are in any doubt about whether you have infringed the regulations. They are here to assist you; ensure that you take advantage of their expertise.

Plagiarism: Regulations, Procedure and Penalties

Full details of the University’s procedures and penalties for dealing with issues of plagiarism can be found in Chapter 13 of the *Academic Quality Handbook*, which can be seen on the University website or obtained from the Faculty Offices. These details are also summarised in the *University Regulations – Undergraduate Student Guide* which is published on the Academic Office section on the University’s website: <http://www.uwtsd.ac.uk/academic-office/university-regulations-student-guide/>

Avoiding Plagiarism

Coursework, dissertations, or creative work are meant to be your own original work. Obviously you will use the work of others. Not only is this inevitable, it is expected.

All scholarship builds on the work of others. The important thing to remember is always to **acknowledge your sources**. Your School will provide sessions on referencing and plagiarism but as a general rule of thumb observe the following guidelines:

- *Anything that is copied or quoted from another source, including electronic sources such as the internet, must be in quotation marks and attributed to the original author. This may be in the body of the text or as a footnote. Full details of a source should be contained in a bibliography. Whatever method is used, always acknowledge your source and give full details of it (i.e. author, date, page number).*
- *Synthesising the work of others involves putting their ideas into your words. This is fine, but again, acknowledge your source. This can be done in a number of ways depending on the context. For example: 'Hart (2003, 52) maintains that...' 'Hart (2003, 52) provides evidence for...': 'It is argued, or submitted by Hart (2003, 52) that...' Then give the source of the original work.*
- *Where you are generally indebted for your ideas to one or two main sources, this can be a bit trickier. If the ideas or the way they are presented come from one or two sources, make this clear. Do the same if they come from lectures. It is important not to claim originality where it does not exist but to indicate in general where the information comes from.*
- *Full citations in timed unseen examinations are obviously not expected, but you should indicate general indebtedness and always credit any quotations you have managed to remember.*

The golden rule is; **'if in doubt, provide references'**. Consult your tutors if you have any problems, in particular with the method of citing books and articles, which may differ from subject to subject. There are no penalties for asking for advice and guidance; there are severe penalties for plagiarism and failure to reference means your work could be considered to be plagiarised.

Other types of Unfair Practice

There are other types of unfair practice, including, but not limited to producing work as a group where it is an individual task (called collusion), fabricating data or making false claims to have carried out research, using the service of an essay bank/essay mill, having an unauthorised source of information in an examination, prohibited communication during an examination. The same regulations, procedures and penalties apply to all types of unfair practice.

LIBRARY AND LEARNING RESOURCES

All students have access to digital and information literacy and research skills support to assist them in their studies. For further details and contact information please go to the Library and Learning Resources website at <http://www.uwtsd.ac.uk/library/digital-and-information-literacy/>

Identifying, accessing and evaluating resources

- Library and Learning Resources website
- Library and Learning Resources catalogue
- Accessing the Online Library
- Using the Internet for academic purposes

Literature Reviews

- What is a literature review
- How to do a literature review

Evaluating resources

- Using the Internet for academic purposes
- Key things to look for...
- What is appropriate material

Staying Legal

- Using other people's information
- Plagiarism: what it is and how to avoid it
- Copyright
- Using images, film and sound

Organising and managing your information

- Keeping up with developments in your subject area
- Using information management tools

Employability Skills

- Managing your online identity / footprint
- Social media in the workplace

Subject Librarians

Subject Librarians act as a contact point between students and the Library and Learning Resources service. Please feel free to contact your Librarian if you need help with finding information for your assignments, or advice on locating, accessing or searching library resources in both print and electronic formats.

Further details of all libraries and contact information are available from the Library and Learning Resources website at <http://www.uwtsd.ac.uk/library/>. Please also follow the Library and Learning Resources Facebook and Twitter feeds for up-to-date news, service developments and information on new services and resources.

- The Griffith Library at Dynevor
- Owen Library, Mount Pleasant
- Swansea Business Campus Library
- Townhill Library
- Carmarthen Library
- Lampeter Library
- London Library
- Roderic Bowen Library and Archives

STUDENT SERVICES

A professional support service providing high quality information, advice, guidance, practical and emotional support to enable all students to reach their full potential. Support available includes the Careers Service, Financial Support, Learning Support, Counselling Service and support for students from a care background. For further details see <http://www.uwtsd.ac.uk/student-services/>.

STUDY SKILLS

All students have access to study skills support to assist them in their studies. Details of provision are available from the Student Services offices on each campus and at <http://www.uwtsd.ac.uk/study-skills/>.

Topics covered include:

- Developing effective study strategies
- Planning and writing assignments
- Preparing presentations
- Planning for seminars
- Preparing for exams

Drop-in study skills sessions and 1:1 appointments are available on the Carmarthen, Lampeter and Swansea campuses during term time – no appointment necessary. Distance learning students are also able to access the Study Skills Distance service using e-mail, telephone or Skype. Please see the Student Services study skills webpages for further details: <http://www.uwtsd.ac.uk/study-skills/>.

GRADUATE SKILLS FOR EMPLOYMENT

Students are encouraged to use the Careers Service from the first year so that they can begin to plan their professional development in preparation for future employment.

Time at University should be seen as preparing for the world of work, which is increasingly a world that lays a premium on flexibility and ability to adapt to changing situations. Within this context Personal Transferable Skills (PTS) and Professional Development Planning (PDP) have come to feature very prominently as important graduate attributes. PTS are skills acquired in the course of academic study which might be independent of the discipline in question and, therefore, transferable and usable in other contexts, including the world of work. PDP is the planning process through which one is able to reflect upon and analyse, personal strengths and identify areas for future development. Four main categories of such skills have been identified: problem solving, managing/organising, team work and communication. Each Programme of Study has been designed to include opportunities to acquire and develop personal skills and plan professional development in readiness for graduation. Further details are available from your Programme Director.

COMPLAINTS

You have a right to make a complaint about any specific concern about the provision of your Programme of Study or a related academic service. Full details of the complaints process can be found in the 'Procedure for Student Complaints' in Chapter 13 of the Academic Quality Handbook and in supporting documentation published on the Academic Office section on the University's website: <http://www.uwtsd.ac.uk/academic-office/procedures-for-academic-appeals-complaints-and-other-student-cases/>