

BMSW4003 Digital Skills and Research Methods (DSR) Health and Social Care Weekly schedule

Please note, this weekly schedule is a guide for lecturers as well as the students to keep pace with the flow of teaching and learning over 10 weeks period. However, it is not a guide for your assessment. The assessment brief will be finalised and published by week 3 on Moodle which will be the guide for assessment.

Week No.	Session 1	Session 2	Notes
Week 1	Introduction to the Module - The Module Descriptor - Weekly Schedule Digital Skills and Literacy Digital Literacy: Introduction to digital technology, discussion on various technologies used in daily life (e.g. communication, smart devices, storage devices, security etc.). What digital skills employers seek? Class Activity: Group Discussion – various technology benefits and side effects. “Presentation group formation”	Computer Systems and Internet Overview of Computer System: Different components of a Computer System discussed. Class Activity: Group Discussion – Identify differences between ROM and RAM.	Discuss the contents of the module. Discussion of skills employers seek. Overview of a Computer System
Week 2	Scope & Impact of Digital Technology in H&Sc Different modern technologies used in health and social care industry and their impact Class Activity: Group discussion – Importance & impacts of modern technology in health and social care “Presentation discussion”	Scope & Impact of Digital Technology in H&Sc Different modern technologies used in health and social care industry and their impact Class Activity: How modern technology is used at your workplace.	Different modern technologies used in health and social care industry and their impact

Week 3	Contemporary Technology in H&Sc Contemporary Technologies and their influence in H&Sc Significance of using contemporary technologies in health and social care industry and their influences. Group forming for group-presentation should be finalised by this week.	Contemporary Technology in H&Sc Influence of social media in H&Sc Efficient use of social media in health and social care industry	Contemporary technologies and their uses in Health and social care industry. Use of social media in Health and social care industry.
Week 4	Microsoft Word Essentials Microsoft Word Essentials: Download and install Office 365 (Office Online), familiarising with MS Word by creating file, folder, cover page, header and footer, table of contents, references etc. Class Activity: Individual work – Download office 365 and taking notes on how to use MS Word Assignment Activity: Search for on-line sources, how to use online sources, referencing and unfair practice.	Microsoft PowerPoint Essentials Microsoft PowerPoint: How to design slides, familiarising with MS PowerPoint and to know how to design slides (what to consider). Class Activity: Individual work – Taking notes and doing practice on designing slides Microsoft PowerPoint: How to give PowerPoint Presentation: Understanding ways of giving presentation	Microsoft Word Essentials Microsoft PowerPoint Essentials
Week 5	Introduction to Research Methods “Assignment Discussion” Research Methods: Introduction to research methods, data, information, knowledge & wisdom. Primary and secondary data and their differences Class Activity: Group Discussion – Discuss the differences between primary and secondary data	Methods of Data Collection Methods of Data Collection: Primary and secondary data collection methods and their understanding. Class Activity: Group Discussion – Advantages and disadvantages of applying primary and secondary data collection methods	In class discussions and group work. In class discussion and group work.
Week 6	Primary and Secondary Research Discussion on two different research types “Assignment Discussion”	Data Collection Tools and Techniques Data Collection Tools & Techniques: Understanding different forms data collection tools and techniques and their use. Class Activity: Group discussion – Understanding the best tools and techniques to use.	Identifying differences between primary and secondary research. In class discussion and group work to find out the best suitable tools and techniques.

Week 7	Sample and Population in research Understanding the research population, sample and sample size. Class Activity: Students can collect primary data from each other.	Data Analysis and Presentation Different data analysis tools and techniques. Microsoft Excel Step by Step Guide: Familiarisation of MS Excel and how to use Excel for producing graphs/charts/diagrams Class Activity: Individual work – Designing various charts/graphs/diagram	Group discussions Practical exercises
Week 8	DataVisualization Process of Data Visualisation: Ways of visualising collected data thorough charts, diagram, graphs etc. Class Activity: Individual work – Be familiar with all the visualisation options.	Research Practice Group Activity and Individual activity	Group discussions Practical exercises
Week 9	Research Ethics and Data Protection Act Research Ethics: Considering factors while doing research. Data Protection Act and Principles: Discussions on Data Protection Act and GDPR Group Discussion: Find a list of actions you need to consider for doing research ethically.	Revision & Formative Feedback	
Week 10	PRESENTATION		