

BMSK4005 Professional Career Development
(Health & Social Care)

Weekly schedule
Term 1

	Topic	Notes
Week 1	Lecture: Introduction to the module	Encourage students to start a journal
Week 2	Exercise: Personal development: Making a start	Complete self motivation quiz and review Complete learning styles questionnaire and review
Week 3	Lecture: Self awareness: Getting to know yourself & Assignment Workshop	
Week 4	Exercises: Self motivation quiz Learning styles questionnaires	In-class exercise: Worksheet 1
Week 5	Lecture: Professional Development Planning	Starting a Personal Development Plan
Week 6	Workshop Exercises: SWOT /Johari window/SMART objectives etc	
Week 7	Lecture: Exploring employment options	
Week 8	Exercises: Job searches	
Week 9	CV preparation	
Week 10	Assignment support	Reviewing students' class notes & exercises

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Weekly schedule
Term 2

	Topic	Notes
Week1	Revision of term 1 topics	
Week 2	Lecture: Introduction to recruitment and selection	Case Studies
Week 3	Exercise: job specification and person description	Case Studies
Week 4	Managing conduct in the workplace	In-class exercise: Worksheet 2
Week 5	Lecture: Introduction to employment legislation	
Week 6	Individual rights and responsibilities	
Week 7	Lecture: Good practice in the workplace	In-class exercise: Worksheet 3
Week 8	Good practice in the workplace - Case study	
Week 9	Assignment support	
Week 10	Assignment support	