

Programme Specification Pro-forma (PSP)

1. GENERAL INFORMATION

1. Programme Title:	MA Multimedia Journalism
2. Final Award:	MA Multimedia Journalism
3. Exit Awards:	Postgraduate Certificate (un-named) Postgraduate Diploma in Multimedia Journalism MA Multimedia Journalism
4. Awarding Body:	Glasgow Caledonian University
5. Approval Date:	23 April 2008
6. School:	Glasgow School <i>for</i> Business and Society
7. Host Department:	Social Sciences, Media and Journalism
8. UCAS Code:	
9. PSB Involvement:	
10. Place of Delivery:	On campus at GCU Glasgow
11. Subject Benchmark Statement:	Communication, Media, Film and Cultural Studies
12. Dates of PSP Preparation/Revision:	February 2010 / April 2015

2. EDUCATIONAL AIMS OF THE PROGRAMME

In the broad context of the QAA Benchmark for higher education in Communication, Media, Film & Cultural Studies; and accreditation criteria for the National Council for the Training of Journalists (NCTJ); and the criteria of other journalism accrediting bodies (i.e. Broadcast Journalism Training Council BJTC); the Educational Aims of the Programme will be to:

1. Provide students with the necessary essential journalistic reporting skills and practical applied knowledge to equip them to begin a career in press (general, local or national), broadcast or online journalism.
2. Enable students to acquire competency in the use of a wide range of the current software and digital newsgathering hardware as deployed for print, radio, TV and online journalism production in contemporary newsrooms.
3. Provide students with the opportunity to learn the specialised skills, practices and knowledge required in several distinct areas of journalism, for example – arts, sports and business journalism
4. Enable students to acquire the core transferable skills of CIT, effective communication to a range of audiences, numeracy, leadership, self-management and inter-personal skills to the standards required by other journalist colleagues, specialists and editors.
5. Provide students with a critical understanding of journalism practice, theory and concepts, and the occupation's governmental, legal, economic and media contexts.
6. Enable students to develop a critical understanding of the ethical, social, managerial and production constraints and limits under which journalistic practice operates, and the ability to critically analyse current issues and texts.
7. Deliver journalism education and training which can achieve accreditation by the National Council for the Training of Journalists (NCTJ); and from Broadcast Journalism Training Council (BJTC); and potentially the Periodicals Training Council (PTC).
8. Enable students via a Masters Project to seek journalism experience and practise in a wide variety of occupational levels, contexts and challenges.
9. Provide an opportunity via work experience and a Masters Portfolio to develop substantial skills in autonomy, personal responsibility and initiative, and critical reflection.

The Postgraduate Diploma Exit Award Objective will be that:

A student will have achieved educational aims 1-6, and thereby have acquired the skills necessary to be able to: execute the main daily duties of a general newspaper, magazine, broadcast or online reporter or sub-editor, producing articles, print or web pages or broadcast items to brief and deadline, in accordance with a critical understanding of the essential theories, principles and concepts of journalistic practice; and in addition have acquired knowledge of some journalistic specialisms.

The Masters Exit Award Objective will be that:

A student in addition will have achieved aims 8 & 9, experiencing a variety of journalism challenges and contexts, in producing a portfolio, and will have developed the ability to reflect critically in depth on their own journalistic practice and experience via producing a substantive Portfolio of original work.

3. INTENDED LEARNING OUTCOMES

Preamble

The development of this programme has been informed by:

- Glasgow Caledonian University's Strategy for Learning
- NCTJ 2014 Benchmark Standard of Criteria for Accreditation and Syllabus / Programme of Study
- Outline of NCTJ Diploma Programme of Study 2014
- BJTC Criteria for Accreditation
- Structures and content of other accredited postgraduate journalism degrees in the UK
- Current scholarly debate on the teaching of journalism
- Substantial informal industry feedback and perceptions on current postgraduate journalism provision
- Substantial informal industry feedback on changing recruitment demands of newspaper and broadcast editors
- The experience of key teaching staff in devising, reviewing and delivering the NCTJ and BJTC double accredited BA (Hons) Multimedia Journalism degree and MA Multimedia Journalism degrees at GCU
- QAA subject benchmark statement for Communication, Media, Film and Cultural Studies

The programme provides opportunities for students to develop and demonstrate knowledge and understanding, skills, qualities and other attributes in the following areas:

3A Knowledge and Understanding:

A1 knowledge and understanding of the key production processes and professional practices relevant to print, broadcast and online Journalism and of the constraints involved in journalistic production

A2 understanding of the UK's general media, economic, governmental, political and legal environment and the ways in which it can affect the journalism industry

A3 understanding and use of relevant communication and information technologies for application in journalism, and understanding of the role technologies play in journalism production

A4 knowledge of a range of research skills, with an understanding of methods of acquisition, newsgathering, appropriate use of various kinds of sources / data, interpretation and analysis of information, as appropriate in the context of journalism and the journalism and media industries

A5 knowledge & skills for the practice of a journalistic specialism, such as Arts, Sport or Business

A6 critical understanding of the moral, ethical, regulatory and commercial issues which condition and affect individual journalistic practice and particular kinds of journalistic organisations

Teaching, learning & assessment methods used to enable these outcomes to be achieved:-

Practical workshops; lectures; tutor-led tutorials; student and tutor led seminars; problem-based learning scenarios; industrial visits; external speakers; individual projects; group projects; fieldwork trips and visits; computer applications activities; the use of research-based teaching materials; individual and group oral presentations; reflective work experience

Assessment:-

Coursework; written unseen examinations; student oral presentations; class tests; group projects; portfolio; case study analysis; reports; reports/critical-reflective essays on personal experience of practice; blogs; reflective online journals

3B Intellectual Skills:

- B1 The ability to evaluate the importance of subject specific facts, theories, principles and concepts in journalism and media and critically analyse them to explain and solve problems.
- B2 The ability to develop original and creative responses to problems in journalism
- B3 The ability to review and work on extending and developing their portfolio of journalism production skills
- B4 The ability to practise in ways that reflect critically upon her or his own learning, journalistic conduct and practice, and to be able to deal with complex ethical and professional issues and make informed judgements

Teaching, learning & assessment methods used to enable outcomes to be achieved & demonstrated

Lectures; tutor-led tutorials; student and tutor led seminars; problem-based learning scenarios; individual projects; group projects; individual and group oral presentations; industrial visits; external speakers; computer applications activities; the use of research-based teaching materials and methods; reflection on portfolio

Assessment

Coursework; written unseen examinations; oral presentations; computer-based exercises; case study analysis; reports; class tests; reports/critical-reflective essays on personal experience of practice; blogs and wikis for Journalism In Context module; reflective online journals

3C Professional/ Practical Skills:

- C1 Ability to use a significant range of reporting skills in the gathering & writing of various kinds of news and feature items and articles for various media
- C2 Ability to apply key legal, governmental, economic and ethical concepts that condition the practice of journalism in Scotland to student's own journalistic practices, production and writing
- C3 Working knowledge of system and theory of Teeline shorthand
- C4 Ability to utilise various journalistic research methods and ICT, audio, video and web-based technologies for the production and organisation of journalistic articles and media
- C5 Ability to practise journalism in a wide variety of contexts and demanding circumstances and to tight deadlines
- C6 Ability to use a range of the techniques, skills and practices required in areas of specialised journalistic activity (for example: sports; arts, business)

Teaching and learning methods used to enable outcomes to be achieved and demonstrated:-

Extended "newsday" live journalism production workshops; tutor and practitioner-led briefing tutorials, conferences and de-briefs; group practical assignments; role play; lectures; student and tutor led seminars; problem-based learning scenarios; computer applications activities; group projects; individual and group oral presentations; industrial visits; guest speakers; work experience; portfolio

Assessment:-

Coursework, including "newsday" reporting, writing and production assignments, feature articles, radio and TV bulletins, online articles with rich media content, social media content, critical/reflective essays on portfolio/work experience; written unseen examinations; student oral presentations; computer-based exercises; case study analysis; reports; portfolio; reflective journals for Multimedia Newscday module; blogs for Reporting module.

3D Transferable/Key Skills:

- D1 self-confidence
- D2 self-discipline
- D3 self-reliance
- D4 awareness of strengths and weaknesses
- D5 creativity
- D6 independence
- D7 knowledge of international affairs
- D8 desire to go on learning
- D9 ability to reflect
- D10 reliability
- D11 integrity
- D12 honesty and regard for others.
- D13 entrepreneurial skills as appropriate
- D14 ability to prioritise tasks
- D15 time management
- D16 interpersonal skills
- D17 presentational skills
- D18 ability to work in teams
- D19 leadership skills
- D20 commercial awareness
- D21 flexibility
- D22 innovation
- D23 independence and risk-taking

Teaching and learning methods used to enable outcomes to be achieved and demonstrated:-

Transferable/keys skills are generally incorporated within modules and related to relevant assessments as appropriate. Examples of strategies include:

Coursework assessments involving a significant amount of independent study, in undertaking and producing an assigned original task to deadline, individually or in groups, based on module material designed to engage the student in creativity and independence, problem solving and developing their critical reasoning skills (D1-3, D 4-6, D10-12, D14-23)

Multimedia Newsdays and Multimedia Journalism Portfolio modules require the student to produce an individual critical-reflective essay or regular reflective journal, assessing their own learning and professional performance, including on work experience in a commercial context (D8-9, D13, D20)

Some modules such as Government & Public Affairs, Scots Law for Journalists, and Journalism In Context require students to present their work in both written and oral form to a group of their peers, tutors or working journalists (D4, D9, D17)

Several modules, such as Multimedia Newsdays, require students to work in groups and develop team-working skills under pressure (D10-12, D14-23)

Assessment:-

Assessment of transferable / key skills occurs mostly as a part of formative and summative assessment

4. PROGRAMME STRUCTURES AND REQUIREMENTS, LEVELS, MODULES, CREDITS AND AWARDS

The Programme is in compliance with the Glasgow Caledonian University Qualifications Framework as it applies to Postgraduate Awards (two trimesters totalling 60 credits each at SHE Level 11 or M for a postgraduate diploma, followed by a third trimester further 60 M credits for Masters), with the exception that the final Masters 60 credit element is to be a substantial Multimedia Journalism Project plus Critical Reflection, as required by the recognised journalism professional accreditation bodies, and not a Dissertation. In order to separate clearly distinct elements of the knowledge and skills required, and enable the programme to articulate fully with most other existing GSBS and GCU Masters programmes, a structure of 6 x 15-credit M level modules + 1 x 30-credit M level module has been set for the two taught trimesters / diploma part of the programme.

SHE Level 11

Module Code	Module Title	Credit	Potential Awards
MMM112660	Scots Law for Journalists (A continuing in B)	15	
MMN220834	Government and Public Affairs (A continuing in B)	15	
MMN823601	Reporting (A continuing in B)	30	
MMN823596	Multimedia Production & Presentation (A)	15	
MMN812674	Journalism in Context (A)	15	
MMN823271	Multimedia Newsdays (B)	15	
MMN823603	The News Business (B)	15	
Postgraduate Diploma in Multimedia Journalism (120 M Level credits)			
<i>After re-sit diet if student has insufficient credits for the Diploma, but has completed any 4 of the above M level modules, they are eligible for: GCU Postgraduate Certificate (un-named)</i>			
MMN823597	Multimedia Journalism Project (C)	60	MA Multimedia Journalism (180 M Level credits)
Additional credits*			
M1P522882	Shorthand Theory & Speed (A continuing in B)	20	
M2P522881	Shorthand Speed Development (A continuing in B)	20	

**for NCTJ accreditation, timetabling and student transcript purposes, MA Multimedia Journalism students will be attached as appropriate to these existing undergraduate modules in shorthand used in the accredited BA Multimedia Journalism and which are assessed to exactly the same scale of accuracy as in the NCTJ's own diploma exams, for which they are designed to prepare all journalism students. MA Multimedia Journalism students will attend daily shorthand classes, and, at the end of their programme, simply have a 'P' pass verdict entered on their record & transcript in whichever module(s) represent the fastest speed they attained. Marks and performance in shorthand will not count towards the Masters award calculation.*

Students who have to re-sit 30 or more credits in the Diploma in the August Re-sit diet will not be able to proceed directly to take the 60 credit Masters Portfolio module. Students who pass the Diploma but who provide evidence of other circumstances may elect to defer sitting and submission of the Masters Portfolio for up to two diets. It is possible, therefore, dependent on circumstances, for students who have attained the Diploma, to submit a completed Masters Portfolio in not just the August diet, but also either the following

December or April/May diet.

Students are in addition required to complete a minimum of 4 weeks or 20 working days' work experience in appropriate journalism organisations. The NCTJ absolute minimum requirement for accreditation, to be documented in the NCTJ Portfolio E-portfolio submission – a requirement for those on an accredited-course – is 2 weeks or 10 working days. The BJTC requires 15 working days prior to the completion of the PG Diploma. The PPACT programme appoints an academic advisor for each student on the MA Multimedia Journalism and requires documented evidence of appropriate progress being made in seeking, undertaking and reflecting on this work experience. It will be normally expected that the student completes 2 weeks or 10 working days between the end of the Trimester A Teaching Weeks in early December, and before the commencement of Trimester B in the middle of January; another 5 working days during Trimester B or immediately after the exam diet; and at least a further 5 working days during the Trimester C Project 'Masters' element, from late May to the end of August. Those students electing or otherwise unable to stay to complete the Masters element must have completed the BJTC minimum of 15 working days before graduation. Full credit-bearing reflection on the work experience is a part-element of the final report on the Masters Portfolio.

5. SUPPORT FOR STUDENTS AND THEIR LEARNING

Programme Specific

- Induction programme for new students. The induction is tailored for journalism students and industry visits and/or guest speakers are included.
- Student handbook and module descriptors
- Experiential visits / guest speakers throughout the year
- An extra-curricular programme of social & continuing induction activities
- Employer visits, linked to placement/career planning
- A personal tutor / PPACT / Work-experience advisor to assist with academic/personal issues
- Professional body contacts
- Direct links with the student association for this programme
- Student representatives on the Programme Board
- Student Staff Consultative Group
- Programme Homepages on GCU Learn (Blackboard VLE) to allow Masters students and those on the undergraduate BA Journalism to communicate and interact
- Student personal blog sites for self-promotion of their work and career development

GCU/GSBS

- Caledonian Saltire Centre, Library and Information Technology Centre with access to other local and national library resources
- Student e-mail
- Open access to IT facilities
- Open access to tutorial staff including the Programme Leader
- Access to Student Services Department which provides assistance and guidance
- Computer Assisted Learning facilities
- Student representation on Senate and its standing Committees
- Reference to SHEFC Teachability project

6. CRITERIA FOR ADMISSION

Candidates must be able to satisfy the general admissions requirements of Glasgow Caledonian University

The admission of a student to the programme is always based on the Programme Board's reasonable expectation that the student will be able to fulfil the objectives of the programme and achieve the standard required for the programme.

The university's general postgraduate admission requirement is an Honours Degree of a UK University or equivalent; or a Graduate Diploma of a UK University; or non-honours degree of a UK University plus at least two years relevant work experience

Applicants to the MA Multimedia Journalism will, in addition, normally be expected to:

1. demonstrate in their personal statement evidence of prior journalistic achievement or endeavour
2. make a clear and unequivocal statement of wanting a career in journalism in the personal statement on their GCU application form
3. attend and pass an entrance interview and test (involving accuracy in English, writing, and knowledge of Current Affairs), a requirement of NCTJ accreditation. The programme will use the NCTJ's standard entrance test, with the exception that, with the agreement of the NCTJ, up to 6 question marks (out of a total of 20) in the current affairs test which relate solely to current affairs in England, be replaced by questions on Scottish current affairs
4. attend and pass a voice test in the radio studio, a requirement of the BJTC accreditation

Conditional or unconditional offers will be made in the normal manner after the outcome of the interview and test. Full details of the interview and test requirements will be contained on the programme website.

International students whose first language is not English

The university's standard entrance requirement for students whose first language is not English is a score of 6 in IELTS. But given the centrality of high quality clear communication in written English to the MA Multimedia Journalism award, curriculum, assessment and the desired occupation of its students, the programme board has secured the approval of the Exceptions Committee that for the MA Multimedia Journalism this be raised to an IELTS score of 7, with no element to be below 6.5.

English and Mathematics

All applicants, including mature applicants, must satisfy the Admissions Tutor that they possess the requisite literacy and numeracy. A pass in the NCTJ entrance test, which includes three statistical questions, will provide sufficient evidence of English and Maths competence relative to the programme's requirements.

7. METHODS FOR EVALUATING AND IMPROVING THE QUALITY AND STANDARDS OF TEACHING AND LEARNING

Mechanisms for review and evaluation of teaching, learning, assessment, the curriculum and outcome standards:

- Annual Programme Monitoring Process (Annual Programme Analysis – APA)
- Annual Module Monitoring Process
- Module Feedback Questionnaire
- External Examiners' Reports
- Annual student performance in National Council for the Training of Journalists (NCTJ) Diploma exams
- Outcome and recommendations from any future ELISR event
- Development events and review involving external panel members
- Regular contacts and communication with industry and employers
- Subject Quality Groups
- Programme Board
- Statistical level of journalism employment achieved by Masters graduates

Committees with responsibility for monitoring and evaluating quality and standards:

- Student-Staff Consultative Group (SSCG)
- Programme Board (PB)
- School Board
- Assessment Board (AB)
- University Learning and Teaching Sub-Committee (LTSC)
- University Academic Policy Committee (APC)
- University Senate

Mechanisms for gaining student feedback on the quality of teaching and their learning experience:

- Student-Staff Consultative Group (SSCG)
- Student representation on Programme Board (PB)

- Student representation on School Board
- Module Feedback Questionnaire
- GCULearn
- Open access to members of Programme Team e.g. Module Leaders, Programme Leader, Academic Advisor, Year Tutor

Staff development priorities include:

- Postgraduate Certificate in Learning and Teaching
- Discipline-based Continuous Professional Development, sharing expertise in latest print, broadcast and online production technology and software
- GCU Lead workshops
- Performance and Development Annual Review (PDAR)
- Peer support for teaching
- Regular MEEG and Programme Board meetings
- Mentoring scheme for new teaching staff
- Conference and seminar attendance and presentation
- Research Excellence Framework (REF) submission
- Membership of Higher Education Academy (HEA)
- Membership of and involvement with Professional Bodies
- Maintaining relevant vocational training/qualifications, contacts with industry
- Seminar programme with visiting lecturers / guest speakers
- The establishment of an Industrial Advisory Panel in Summer 2015

8. ASSESSMENT REGULATIONS

The Glasgow Caledonian University Assessment Regulations

Taught Postgraduate Programmes

https://www.gcu.ac.uk/media/gcalwebv2/theuniversity/aqd/University_Assessment_Regulations_2017_18_Taught_Postgraduate.pdf

apply to this programme

9. INDICATORS OF QUALITY AND STANDARDS

- 82% of the 13-14 MA Multimedia Journalism graduates had secured full time or regular freelance work in journalism or media roles within six months of graduation.
- 90% of the 12-13 MA Multimedia Journalism graduates had secured full time work in either broadcast or print journalism within six months of graduation with one continuing to work as a freelance.
- 94% of 11-12 MA Multimedia Journalism graduates had obtained paid employment in journalism or public relations prior to graduation in November 2012.
- 72% of those who have passed the MA or Postgraduate Diploma in Multimedia Journalism in 2011, and who have remained in the UK, and who are available for employment, have achieved some form of paid employment in journalism
- 100% of 09-10 MA Multimedia Journalism graduates have obtained paid employment in journalism or public relations.
- 88% of the first cohort of MA Multimedia Journalism graduates have obtained some form of paid employment in journalism since November 2009 graduation
- Programme is the only Masters programme in Scotland to obtain both NCTJ and BJTC

accreditation.

- Re-accredited by the NCTJ in 2016
- Re-accredited by the BJTC in 2017
- Media Law lecturer sits on NCTJ Law Board as Scottish examiner
- Journalism lecturer sits on the NCTJ Journalism Board
- Media Ethics & Policy lecturer a member of BBC Advisory Council for Scotland
- At the Scottish Student Journalism Awards in 2017, MA students scooped the Student Journalist of the Year award, and top prizes in the News and Feature categories and a Commended in the Broadcast category.
- In 2016, one of our MA students was awarded the Student Journalist of the Year award and there were wins in the Arts and Entertainment, Feature and News Story categories, as well as commendations in both the Feature and Scoop categories.
- In 2015, three MA students won prizes in the Arts and Entertainment, News and Broadcast categories at the SSJA.
- In 2014, MA students took two prizes at the Scottish Student Journalism Awards - Highly Commended Feature of the Year and Highly Commended News Story of the Year.
- MA Multimedia Journalism students won 4 top awards in the Scottish Student Journalism Awards in 2013, including the prize for the Best Student Publication of the Year for their assessed class newspaper.
- MA Multimedia Journalism students won 7 awards in the Scottish Student Journalism Awards in 2012, and secured an impressive 40% of the individual nominations - more than all other universities put together.
- One 2011-12 MA student won the national NCTJ Sports Journalism Award
- One 2011-12 MA student won the first national NCTJ Video Journalism award for the highest mark in the NCTJ Video Journalism module. A student from the 2012-13 cohort also achieved the highest mark in the UK for Video Journalism, repeating this success.
- GCU journalism students - postgraduate and undergraduate - won more nominations in the 2010 WRITE STUFF Scottish student journalism awards than all other Scottish universities put together
- MA Multimedia Journalism students won 75% of all categories open to university students at THE WRITE STUFF Scottish student journalism awards, May 2009
- Agreed work-experience/placement schemes for postgraduate students in place with all major Scottish print and broadcast news organisations
- Partnership with STV for local TV licence in Glasgow. STV Glasgow launched in the summer of 2014 with year round rota of work placements for both MA and BA students.
- MOA with the Herald and Evening Times for student placements and paid trainee shifts.
- GCU students produced a series of videos for the Sunday Mail Young Scot Awards, published by Trinity Mirror and broadcast by STV in 2012 & 2013.
- GCU newsroom and TV studio hosted BBC School Report for Scotland in 2010, 2011, 2012
- GCU students provided media coverage of the Society of Editors National Conference in Glasgow in November 2010
- GCU students provide media coverage for International Network of Street Papers conference in Glasgow in July 2011
- Two Journalism lecturers are active researchers, variously as authors, holders of research grants
- Annual Programme Analysis
- QAA subject reviews
- External Assessor Reports
- Lecturers' involvement in consultancy, contribution to news media, membership of industry bodies

10. INFORMATION ABOUT THE PROGRAMME

Key information about the programme can be found in:

- Approved Programme Document
- MA Multimedia Journalism Student Programme Handbook
- University Website <http://www.gcu.ac.uk/study/postgraduate/courses/multimedia-journalism-8829.php>
- School Website
- GCULearn
- My Caledonian
- University Prospectus

This specification provides a concise summary of the main features of the programme and the learning outcomes that a typical student might reasonably be expected to achieve and demonstrate if he/she takes full advantage of the learning opportunities that are provided. More detailed information on the learning outcomes, content and teaching, learning assessment methods of each module can be found in the University Module catalogue which can be accessed from the University website. The accuracy of the information in this document is reviewed by the University and may be checked by the Quality Assurance Agency for Higher Education.

A curriculum map is attached showing how the outcomes are being developed and assessed within the programme. This relates the modules from Section 4 to the outcomes in Section 3.

DATE: **August 25th, 2017**

Curriculum Map for MA MULTIMEDIA JOURNALISM

The curriculum map links the modules (Section 4) to the Outcomes listed in Section 3

This map provides both a design aid to help academic staff identify where the programme outcomes are being developed and assessed within the course. It also provides a checklist for quality assurance purposes and could be used in approval, accreditation and external examining processes. This also helps students monitor their own learning, and their personal and professional development as the course progresses. The map shows only the main measurable learning outcomes which are assessed. There are additional learning outcomes (e.g. attitudes and behaviour) detailed in the module specifications which are developed but do not lend themselves to direct measurement

Modules

Programme outcomes

	Code	Title	A1	A2	A3	A4	A5	A6	B1	B2	B3	B4	C1	C2	C3	C4	C5	C6	D1-3	D4,8,9,17	D5-6	D7	D10-12	D13,20,22	D14-23
MA Multimedia Journalism	MMM112660	Scots Law for Journalists		X				X	X					X					X	X					X
	MMN220834	Government and Public Affairs		X				X	X					X					X	X		X			X
	MMN823601	Reporting	X		X	X	X						X	X		X	X	X	X	X			X		X
	MMN823596	Multimedia Prod & Pres	X		X	X							X		X				X	X		X			X
	MMN812674	Journalism in Context		X				X	X	X		X		X						X				X	X
	MMN823271	Multimedia Newsdays	X		X	X				X	X			X		X	X		X	X		X			X
	MMN823603	The News Business	X	X	X	X		X		X	X			X		X	X		X	X		X		X	X
	MMN823597	Multimedia Journalism Project	X		X	X		X	X	X	X	X		X	X	X	X	X	X	X		X		X	X
Additional credits	M1P522882	Shorthand Theory & Speed												X					X	X			X		
	M2P522881	Shorthand Speed Development												X					X	X			X		

Completion of Programme Specification

Programme teams:

- are expected to review the programme specification as part of the annual programme monitoring process
- will use this amended pro-forma for new programmes approved from September 2004
- will be expected to modify the current specifications on the next occasion programmes are re-approved

Each Programme Specification should be accompanied by a Curriculum map (PSMAP).

Intended Learning outcomes

The University Senate has approved the framework for employability assets shown below.

1. The set of “Traditional Academic Skills” should be addressed via sub-headings A, B and C of Section 3 of the Programme Specification.
2. “Personal Development Skills” and “Enterprise or Business Skills” should be substituted for the list under sub-heading D.

NB.

- The expectation is that not all of the learning outcomes are necessarily directly assessed e.g. a task might be undertaken as a team but individually assessed.
- Programme teams will decide when developing programmes which of the Enterprise or Business Skills assets described below are relevant to their programme.

FRAMEWORK FOR EMPLOYABILITY ASSETS

TRADITIONAL ACADEMIC SKILLS - including specialist knowledge, ability to apply knowledge, logical thinking, critical analysis, problem-solving, written and spoken communication, ability to use numerical data, computer literacy and research skills

PERSONAL DEVELOPMENT SKILLS - including self-confidence, self-discipline, self-reliance, awareness of strengths and weaknesses, creativity, independence, knowledge of international affairs, desire to go on learning, ability to reflect, reliability, integrity, honesty and regard for others

ENTERPRISE OR BUSINESS SKILLS - including entrepreneurial skills as appropriate, ability to prioritise tasks, time management, interpersonal skills, presentational skills, ability to work in teams and leadership skills, commercial awareness, flexibility, innovation, independence and risk-taking