

<b>Module</b>	Effective Learning and Development
<b>Course code</b>	BAIHH-ELD
<b>Credits</b>	5
<b>Allocation of marks</b>	100% Continuous Assessment

### **Intended Module Learning Outcomes**

On successful completion of this module, the learner will be able to:

1. Effectively position themselves to optimise their learning experience in college.
2. Use appropriate tools and techniques to expertly manage learner workload and responsibilities.
3. Competently use appropriate software applications to produce and enhance professional reports and presentations.
4. Efficiently use library resources (including research databases), and referencing software tools, in a responsible and ethical manner.
5. Navigate the web proficiently and effectively.
6. Confidently use collaborative software to advance group projects and networking.
7. Develop essential collaborative work techniques.
8. Use appropriate tools and psychometric tests to evaluate and develop personal performance.

### **Module Objectives**

Many learners find the transition to college a difficult time as they seek to adapt to their new environment while also grappling with the academic aspect of college. The objective of this module is to assist the learner in their transition to third level education by providing them with academic support and development skills that will ease this transition. Learners are supported in their development of competences and skills, which will support them throughout their learning journey. This module provides learners with the foundations of good academic practices in a collaborative environment.

### **Module Curriculum**

#### **Understanding Third Level Education**

- Context and model of higher education in Ireland
- Expectation setting and learning outcomes
- Navigating learning supports and structures
- College language, roles and boundaries

#### **Developing as a Learner**

- Psychometric tests and analysis

- Personal SWOT analysis
- ePortfolio
- Managing self
- Critical evaluation and analysis skills
- Problem solving techniques

### **Effective Communication**

- Group work and roles
- Leadership skills and traits
- Software for collaborating
- Presentation tools and techniques
- Networking opportunities and skills

### **Academic Work**

- Navigating assessment strategies (including marking criteria)
- Library resources and databases
- Referencing conventions and tools
- Ethical research and project production

### **Study Skills and Techniques**

- Effective time management
- Goal setting and motivation
- Work break down structures
- File organisation and structure
- Study tricks and tips