

Module Descriptor: BAM 121 IT Skills to Support Learning

<u>Module Name:</u>	IT Skills to Support Learning
<u>Level/Credits:</u>	Level 1, 8 Credits
<u>Module Aim:</u>	<p>This module aims to develop students' experience, knowledge, confidence and skills in using IT effectively in a variety of applications.</p> <p>This module aims to enable students to:</p> <ul style="list-style-type: none"> • Consider IT as a tool for supporting their own learning, and begin to explore and reflect upon its use and significance in the workplace; • Appreciate the value of working individually and in pairs to support their learning; • Provide an overview of the way in which IT can support flexible learning; • Have an underpinning of the necessary IT skills in support of the other modules within the programme.
<u>Learning Outcomes:</u>	<p>On successful completion of this module students will be able to demonstrate:</p> <ul style="list-style-type: none"> • An understanding of the role IT can play to support their learning; • Competence in the key skills of using IT; • Skills to use specific software packages to support their learning; • Self-monitor effectiveness through an Audit and a log/contact map of communication, co-operation and support given and received in the group.
<u>Curriculum Content:</u>	<p>An audit of students' IT experience, knowledge and learning needs will be a feature of this module, enabling future sessions to be closely related to students' developing skills and insights. Students will have the opportunity to explore software applications, including word processing, DTP, graphics, presentations, spreadsheets and electronic communication, including effective use of Portia through a variety of scenarios and activities. Issues will be explored such as: how IT can support learning effectively in the development of a learner-centred environment.</p>
<u>Learning Strategy:</u>	<p>This half-module will be delivered in Semester 1 and alternate sessions with BAM 122 Presenting to others and Developing Self. It will consist of demonstrations, discussions, practical workshops, seminars and online support and debate that provide opportunity for students to develop their IT skills through demonstration and exploration techniques. Students will be expected to work individually and in small groups during this course and will be asked to keep a log (contact map) of these groups and the students they have given or received support from during the module. They will undertake an IT skills audit of their experience, knowledge and learning needs as a foundation for their future development in the module and</p>

	<p>their subject study, setting individual action plans. They will be introduced to and/or have opportunity to improve their personal IT skills. They will be asked to create a poster to inform IT users of particular IT skills and their application in the context of learning.</p>
<u>Assessment:</u>	<p>Formative: All students will be required to contribute to the module through discussions and in class activities. They will be asked to complete inter-session tasks and receive verbal feedback for these from the module tutor/ peers as well as an opportunity to share achievements with the class.</p>
	<p>Summative: All students will be asked to submit a poster to illustrate an aspect of IT skills application and how it can support learning. (1500). They will be asked to create a planning pack to support their poster which will outline the processes involved in its development and contain annotated examples of the developing poster. The pack will outline the context of the chosen focus and the relevance this has to their learning. Students will also submit Part 1 of their audit of IT skills and action plan together with a log/contact map of communication/ co-operation/ support from other students during the module.</p>