Introduction to Professional Issues COMP 1205

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Where and When

• **One Lecture Each Week at 1300-1400 every Tuesday in Murray Lecture Theatre (58/1067).** This lecture is pretty much compulsory. You may miss important information if you don’t come.

• **A second "Feedback Lecture" each week, also in Murray Lecture Theatre (58/1067) on Thursday.** You should only attend this lecture if you need help or feedback on a question that has been asked but not answered on the course feedback discussion board.

• There are no other lectures (so ignore the two lecture slots on Tuesday and Thursday at 1700).

• (Your attendance will also be required twice in week 9 for the group presentations)
How much time?

A 15 credit unit should take 150 hours over the semester
So 4 courses should take 600 hours over the semester
600/12 = 50 hours a week! (or about 12.5 hours per module per week)
Or 600/15 = 40 hours a week (gives you one week holiday during the Christmas or Easter vac).

For 1 module maybe…
36 hours lectures
12 hours lab
30 hours coursework
30 hours revision for examination
The other 52 hours is the “hard work”!
What’s it about?

• First six weeks (Personal?)
  • Library and information skills
  • Academic integrity
  • Presentation skills
  • Writing technical reports
  • Group working
  • Personal presentation and employability skills

• Second six weeks (Professional?)
  • Management issues in IT
  • Professional issues in IT
    - Codes of Conduct
    - Ethics
    - Licensing and open source
  • Legal issues in IT
  • Diversity
  • Sustainability
What we used to do...

INFO 1010 (Sem 1, Yr 1) 10 credits
INFO 2009 (Sem 1, Yr 2) 10 credits
COMP 1205 (Sem 2, Yr1) 12 Credits

First six weeks
Second six weeks

Some of the learning objectives were measured by courseworks. Others were left to the students, in that extra time....

There are on-line activities to support all the learning objectives. Students will be asked to assess for themselves whether they have achieved the outcomes.
Activities on-line
<table>
<thead>
<tr>
<th>Item</th>
<th>%</th>
<th>Feedback Through</th>
</tr>
</thead>
<tbody>
<tr>
<td>Exam</td>
<td>50%</td>
<td>Marks</td>
</tr>
<tr>
<td>Objective test on-line</td>
<td></td>
<td>Students will be given feedback by self and peer assessment (with intervention by teaching staff where there is disagreement)</td>
</tr>
<tr>
<td>Technical Report</td>
<td>15%</td>
<td>Students will self assess their CVs with oversight from teaching staff</td>
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<tr>
<td>week 4</td>
<td></td>
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<tr>
<td>CV</td>
<td>5%</td>
<td>Students will self assess their CVs with oversight from teaching staff</td>
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<tr>
<td>week 6</td>
<td></td>
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<tr>
<td>Group Presentation</td>
<td>15%</td>
<td>Feedback will come from staff and student audience</td>
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<tr>
<td>week 9</td>
<td></td>
<td></td>
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<tr>
<td>Annotated Bibliography</td>
<td>5%</td>
<td>Students will self assess their CVs with oversight from teaching staff</td>
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<tr>
<td>week 11</td>
<td></td>
<td></td>
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<tr>
<td>On-line activities and</td>
<td>10%</td>
<td>Blackboard will know what you <em>say</em> you have learned. You will know what you have really learned.</td>
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<tr>
<td>quizzes</td>
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**Weekly Activities**

**Week 1: Weekly planner**
Independent Learning, personal skills and time management

**Week 2: Weekly planner**
Finding and evaluating online resources

**Week 3: Weekly planner**
Academic integrity and written communication

**Week 4: Weekly planner**
Digital literacy, online presence and an introduction to Career Destinations. 
(The week is dedicated to writing your technical report)

**Week 5: Weekly planner**
Group working skills

**Week 6: Weekly planner**
Presentation Skills
(This is the week when you must produce your final CV)
Introduction to Week 1 activities

Introduction
This planner contains links to the activities that you will be expected to have completed by the end of Week 1.

This week's lecture is on "Introduction to Module Comp1205 and independent learning, skills and time management".

Duration
Up to 8 hours activity

Objectives
- To identify your confidence levels, right now, in demonstrating the knowledge, skills & abilities associated with effective personal & professional development
- To demonstrate evidence of your knowledge, skills & abilities in preparation for your CV appropriate for a student placement
- To find out what motivates you and the relationship between mindset and motivation in preparation for development as an independent learner
- To understand what time management is and how you can manage your study time and maintain a work / life balance
- To identify your ‘signature’ Character Strengths
- To set up your eFolio portfolio so that you can do your module assignments

Expected outcomes
1. Audit, evaluate & critically reflect upon strengths & weaknesses in knowledge, skills & abilities [B3] for preparation of a CV suitable for a student placement (assignment) by using the eFolio Skills section to:
   - complete the confidence ratings of knowledge, abilities & skills
   - capture evidence of these attributes
2. Develop an understanding of individual approaches to independent learning incorporating personal preferences, strengths & weaknesses [D4]; In preparation for development as an independent learner and for a group work assignment by using your eFolio Reflective Blog to:
   - capture reflection on your self-motivation
   - create a weekly plan to help you in managing your time during this module
   - completing a Character Strengths survey

Resources required for this week's activities
The eFolio Portfolio is an e-portfolio system which will help you to capture your personal and professional development. To open the eFolio Portfolio, from the Module Main Menu (top left hand side), select the eFolio Portfolio link or type www.efolio.soton.ac.uk into a new browser tab/window.

When leaving the University, you will be able to continue to access this information with an option to transfer all of your data out if you should wish to.

In eFolio you will be able to:
- Create a private portfolio of your achievements / skills assessments
- Capture your thoughts on a regular basis in a private reflective blog
- Create and update a private CV in preparation for preparing a LinkedIn profile
- Create an optional public blog to support job applications

There is a short tutorial on how to use the main features of eFolio that are needed for assignments (available from Edshare – opens in new window).
Skills evidence for CV (1): Developing skills

Activity time: 10 minutes

You will be required to create a CV suitable for a placement for a Comp1205 Module assignment. This activity will help you to think about developing the skills that you will need so that you stand out in today’s competitive job market when you apply for the placement / job that you want.

This activity will:
- help you to think about what you will need to do to develop your skills and evidence them in preparation for applying for a student placement

Select the Mark Reviewed button when you have watched the short (7min17sec) video of a 2nd year Computer Science student talking about the value of developing appropriate skills both prior to and during placements

Activity instructions

David, a 2nd year Computer Science student, was filmed talking about what he needed to do to be a successful applicant for his placements and talks with a mentor about what he has learned from the experience.

1. Watch this video of David from the UoS Careers Destinations website (2nd video on the page) (7:17 min) (website page opens in new window – if you are outside the UoS domain, you will need to login to watch this video)
2. A question to reflect upon “What do you think that you will need to do to be well-prepared for today’s competitive job market?”
How to do get help?

The intention is that you become independent learners – help yourself!

**First:** friends and colleagues (Facebook?)

**Second option**
- technically related then **ECS STACS**
- Specialist on-line community discussion board
- Particularly **COMP1205 Feedback Forum** Questions sent to this discussion board may be answered on-line by students or by members of the course teaching team. They may also be used as the focus of the **Feedback Lecture**.

If *(and only if)* all this fails, then catch us face-to-face at the end of lectures, or you can email comp1205-instructors@all.soton.ac.uk.
The Feedback Lecture

- One of the purposes of this course is to make *you* the expert in your own learning
- We are trying to help you to learn how to learn without a teacher
- But sometimes you will know you need help,
- If you do, so will others!
- Ask your question on the Feedback Forum.
- We will try to answer all unanswered questions at the Feedback lecture
There are Behaviour Rules for Forums
Self Assessment

- This course is for you
- Everyone should pass
- The point of the marks is for *you* to know how you are doing
- You may find it helpful to compare with others
- For life-long learning you need to be able to decide for yourself how you are doing
- You can lie if you want to. We will only spot flagrant abuse. You will only damage *yourself*.

You will learn more from seriously trying to assess your own grade than from my feedback

Only the learner can learn
Peer Review

- There is wisdom in the crowd
- We will teach you all to assess from a marking scheme
- Even I hold marks >85% for “better than I could have done”
- And then I learn from that student!

We will do basic checks against outliers

http://endlessorigami.blogspot.co.uk/2010/12/peer-review.html
First Week Activities

To Help you reflect on your
• Skills
• Character Strengths
• Motivation
• Mindset

To start recording this in your eFolio along with evidence, in preparation for producing your CV (Week 6 deadline assignment)

To help you develop as an Independent Learner

• communication skills - verbal & written
• presentation skills
• interpersonal communication
• teamwork
• computer & digital literacy
• planning & organisation
• adaptability & flexibility
• programming skills
• problem solving
• decision making
• initiative
• commercial awareness
• networking
• negotiating
• leadership