



## Programme Specification (Undergraduate)

FOR ENTRY YEAR: 2021/22

Date created: n/a

Last amended: 25/02/2021

Version no. 2

### 1. Programme title(s) and code(s):

- BA Media Society and Culture
- BA Media Society and Culture with a year-abroad^

Notes

^ Students may only enter this programme by approved transfer at the end of Year 1

#### a) [HECOS Code](#)

HECOS Code	%
TBC	

#### b) UCAS Code (where required)

UCAS code: PL33

### 2. Awarding body or institution:

University of Leicester

### 3. a) Mode of study

Full-time

#### b) Type of study

Campus-based

### 4. Registration periods:

#### BA Media Society and Culture

The normal period of registration is 3 years

The maximum period of registration 5 years

#### BA Media Society and Culture with a year-abroad

The normal period of registration is 4 years

The maximum period of registration 6 years

### 5. Typical entry requirements

**A/AS-levels:** Three A-levels usually required. The entry requirement is ABB for the BA Media and Society. All subjects accepted. Two AS-levels considered in place of one A-Level.

**GCSE:** No specific requirements.

**Access to HE Diploma:** Pass relevant diploma with some credits at distinction.

**European Baccalaureate:** Pass with 77% overall.

**International Baccalaureate:** Pass Diploma with 32 points

**Cambridge Pre-U:** D3/M2/M2 in Principal Subjects.

**Leicestershire Progression Accord:** BBB plus full Accord Credits

**BTEC Nationals:** Full Diploma with DDM.

**Other Qualifications:** Other national and international qualifications welcomed. Mature students welcomed

Alternative qualifications considered.

## 6. Accreditation of Prior Learning

Second Year Entry: Possible for those with advanced qualifications compatible with our degree structure.

## 7. Programme aims

The **programme** aims to:

- Provide students with the core content of the BA Media and Communication and the BA Sociology and to develop a distinctive programme within which students are able to explore and develop their interests in media and sociology specialist areas relating to staff research interests.
- Enable students to develop independent learning skills and autonomous thinking in conjunction with developing skills in critical analysis, communication, research methodologies, group work, leadership and employability.
- Provide a supportive and stimulating learning environment in which there is a strong sense of cohort.

For those on the Year Abroad:

- provide an opportunity for Leicester students to spend their third year abroad, studying at a partner institution in Europe as part of the European Erasmus framework exchange program or a partner institution on another continent as part of the Study Abroad exchange programme;
- develop study skills in another university following a guided programme of learning for the period spent abroad;
- provide an opportunity for exchange students from partner institutions in another country to study in the United Kingdom;
- provide and build on links between the University of Leicester and its partner institutions
- develop an appreciation of the different approaches to the study of media and communication adopted by different types of scholars..

## 8. Reference points used to inform the programme specification

- [QAA Frameworks for Higher Education Qualifications](#),
- [QAA Benchmarking statement for Communication, Media, Film and Cultural Studies](#) (
- UK Quality Code for Higher Education
- [University Learning Strategy](#)
- [University Assessment Strategy](#)
- University of Leicester Periodic Developmental Review Report
- External Examiners' reports (annual)
- United Nations Education for Sustainable Development Goals
- Student Destinations Data

## 9. Programme Outcomes

### a) Discipline specific knowledge and competencies

#### i) Mastery of an appropriate body of knowledge

Intended Learning Outcomes	Teaching and Learning Methods	How Demonstrated?
Summarise key debates within the fields of media and communication and sociology.	Lectures, tutorials, seminars, directed reading, independent research, resource-based learning.	Essays, examinations, dissertations, seminar presentations, contributions to discussions, problem-based exercises and reports, portfolios, online forums, online diaries, reflective commentaries.
[Year abroad] Acquire knowledge of different debates and schools of thought in Europe, USA, Australia and New Zealand		

#### ii) Understanding and application of key concepts and techniques

Intended Learning Outcomes	Teaching and Learning Methods	How Demonstrated?
Explain the complex role of media and communication within societies and the processes of social change.	Lectures, tutorials, seminars, directed reading, independent research, practical classes, team problem solving exercises, media production exercises.	Essays, examinations, dissertations, seminar presentations, contributions to discussions, problem-based exercises, computer-based exercises, portfolios, online forums, reflective commentaries.
Analyse the various approaches to understanding mass communication processes and key theoretical issues in sociology.	Tutorials, seminars, directed reading, independent research, practical classes, team problem solving exercises, media production exercises.	Essays, examinations, dissertations, seminar presentations, contributions to discussions, problem-based exercises, computer-based exercises, portfolios, online forums, reflective commentaries.
[Year Abroad] Understand and explain the complex role of media and communication within more specific social contexts in Europe, USA, Australia and New Zealand		

iii) Critical analysis of key issues

Intended Learning Outcomes	Teaching and Learning Methods	How Demonstrated?
Analyse media and social processes and structures at national and international levels.	Lectures, tutorials, seminars, directed reading, independent research, team problem solving exercises, methods exercises.	Essays, examinations, dissertations, seminar presentations, contributions to discussions, problem-based exercises, computer-based exercises, portfolios, online forums, reflective commentaries.
Analyse the role of societal, cultural, economical and technological factors in the processes of mediated communication.	Lectures, tutorials, seminars, directed reading, independent research, team problem solving exercises, methods exercises.	Essays, examinations, dissertations, seminar presentations, contributions to discussions, problem-based exercises, computer-based exercises, portfolios, online forums, reflective commentaries.
Critically analyse issues relating to social justice.	Tutorials, seminars, directed reading, independent research, team problem solving exercises.	Essays, examinations, dissertations, seminar presentations, contributions to discussions, problem-based exercises, computer-based exercises, portfolios, online forums, reflective commentaries.
Critically evaluate the fields of media and sociology and how they relate to each other.	Tutorials, seminars, directed reading, independent research, team problem solving exercises.	Essays, examinations, dissertations, seminar presentations, contributions to discussions, problem-based exercises, computer-based exercises, portfolios, online forums, reflective commentaries.
[Year abroad] Demonstrate the ability to analyse media and communication processes and sociological approaches through different cultural contexts, political and social structures.		

iv) Clear and concise presentation of material

<b>Intended Learning Outcomes</b>	<b>Teaching and Learning Methods</b>	<b>How Demonstrated?</b>
Present problems relating to media and sociology in a variety of written and oral formats.	Tutorials, seminars, directed reading, independent research, team problem solving exercises.	Writing tasks, seminar presentations, contributions to discussions, portfolios, online forums.
Analyse and synthesise literature that addresses key debates within the fields of media and sociology.	Tutorials, seminars, directed reading, independent research, team problem solving exercises.	Writing tasks, seminar presentations, contributions to discussions, portfolios, online forums.

v) Critical appraisal of evidence with appropriate insight

<b>Intended Learning Outcomes</b>	<b>Teaching and Learning Methods</b>	<b>How Demonstrated?</b>
Use social scientific and humanistic methodologies to address research questions within the fields of media and sociology.	Lectures, tutorials, seminars, directed reading, independent research, team problem solving exercises, practical classes, methods exercises.	Essays, examinations, dissertations, seminar presentations, contributions to discussions, problem-based exercises, independent research projects, portfolios, online forums, reflective commentaries.
Develop and sustain scholarly arguments, formulating appropriate questions and utilising evidence.	Lectures, tutorials, seminars, directed reading, independent research, team problem solving exercises, methods exercises.	Essays, examinations, dissertations, seminar presentations, contributions to discussions, problem-based exercises, independent research projects, portfolios, online forums, reflective commentaries.
Critically evaluate scholarly texts and source materials.	Lectures, tutorials, seminars, directed reading, independent research, team problem solving exercises, practical classes, methods exercises.	Essays, examinations, dissertations, seminar presentations, contributions to discussions, problem-based exercises, independent research projects, portfolios, online forums, reflective commentaries.

vi) Other discipline specific competencies

<b>Intended Learning Outcomes</b>	<b>Teaching and Learning Methods</b>	<b>How Demonstrated?</b>
Design, research and present an Independently conceived research project.	Independent research, methods exercises.	Independent research projects, dissertations.

Intended Learning Outcomes	Teaching and Learning Methods	How Demonstrated?
[Year Abroad] Demonstrate inter-cultural awareness and understanding		

**b) Transferable skills**

i) Oral communication

Intended Learning Outcomes	Teaching and Learning Methods	How Demonstrated?
Present material using appropriate resources, including visual, written and aural material.	Seminars, tutorials, team problem solving exercises.	Seminar presentations, contributions to discussions.

ii) Written communication

Intended Learning Outcomes	Teaching and Learning Methods	How Demonstrated?
Articulate ideas, information and debates through the use of clear and competent English, including the use of grammar, spelling, sentence construction and clear structure.	Lectures, tutorials, seminars, directed reading, independent research.	Essays, examinations, dissertations, seminar presentations, portfolios, online forums, reflective commentaries, independent research projects.

iii) Information technology

Intended Learning Outcomes	Teaching and Learning Methods	How Demonstrated?
Demonstrate competency with Information Technology and theoretical knowledge of its development and uses.	Study skills workshops, tutorials, seminars, directed reading, independent research, computer practical classes, methods exercises.	Essay, dissertations, independent research projects, online forums, computer-based exercises, methods exercise.

iv) Numeracy

Intended Learning Outcomes	Teaching and Learning Methods	How Demonstrated?
Demonstrate numeracy skills and use statistics in media and communication research.	Lectures, tutorials, seminars, directed reading, independent research, computer practical classes, methods exercises.	Essays, dissertations, independent research projects, computer-based exercises, methods exercises.

v) Team working

Intended Learning Outcomes	Teaching and Learning Methods	How Demonstrated?
Work in groups and develop skills in group management, leadership and peer responsibility. Learning in group situations.	Tutorials, seminars, team problem solving exercises.	Essays, dissertations, independent research projects, computer-based exercises, methods exercises.

vi) Problem solving

Intended Learning Outcomes	Teaching and Learning Methods	How Demonstrated?
Evaluate and address problems. Develop solutions and recognise further problems that might arise.	Lectures, tutorials, seminars, directed reading, independent research, computer practical classes, team problem solving exercises, methods exercises.	Essays, independent research projects, computer-based exercises, problem-based exercises.
Stimulate interest in problem solving.	Lectures, tutorials, seminars, directed reading, independent research, computer practical classes, team problem solving exercises, methods exercises.	Essays, independent research projects, computer-based exercises, problem-based exercises.

vii) Information handling

Intended Learning Outcomes	Teaching and Learning Methods	How Demonstrated?
Find and analyse new information.	Lectures, seminars, directed reading, independent research, computer practical classes, team problem solving exercises, methods exercises.	Essays, independent research projects, computer-based exercises, problem-based exercises.

viii) Skills for lifelong learning

Intended Learning Outcomes	Teaching and Learning Methods	How Demonstrated?
Manage time effectively.	Directed reading, independent research.	All of the above.
Work independently as well as in groups.	Lectures, tutorials, seminars, directed reading, independent research, practical classes, team problem solving exercises, methods exercises, media production exercises.	All of the above.

Intended Learning Outcomes	Teaching and Learning Methods	How Demonstrated?
Plan research and present results using oral and written communication.	Lectures, tutorials, seminars, directed reading, independent research, practical classes, team problem solving exercises, methods exercises, media production exercises.	All of the above.
[Year Abroad] Demonstrate strategies for self- monitoring and continued maintenance and development of skills in a different culture and institutions		

## 10. Progression points

This programme follows the standard Scheme of Progression set out in [Senate Regulations](#) – see the version of Senate Regulation 5 governing undergraduate programmes relevant to the year of entry.

In cases where a student has failed to meet a requirement to progress he or she will be required to withdraw from the course

### Progression Points with a Year Abroad

According to Senate Regulation 5.29, in the case of four-year programmes in which the year out does not count towards the final classification, the second and fourth years are used in determining the degree class, according to the standard scheme for three year programmes.

### Application to Transfer from single subject BA to BA with a Year Abroad

Students are invited to apply at the end of their first year to transfer to the BA with a Year Abroad. Students are selected on the basis of their first year average of 60% and above with those obtaining the highest average having priority. In addition, performance is also reviewed, taking into account such indicators as attendance and observation of academic obligations. Absence from tutorials without mitigating circumstances and non-submission of required coursework would be examples of poor performance and would result in an application being rejected.

### Progression from 2nd year to year abroad

Students may progress to the year abroad with no failed modules in year 2 and with an average mark of 60% from year 1 and 2. Good attendance and observation of academic obligations must continue to be maintained throughout year 2. Failure to do so may result in the opportunity to study abroad being withdrawn.

### Progression from year abroad to final year

For the year abroad year students are required to complete the equivalent of 60 ECTS if studying



at a European partner institution or an equivalent number of credits at one of the International partner institutions.

For a student to progress to the final year of the BA with a Year Abroad programme the student has to achieve an average of 50% for the whole year. If a student has failed to achieve an average of 50% for the year, including resit options as per the partner institution's rules, by the September Board of Examiners, the Board will consider whether the student should have to transfer on to the single subject BA for their final year, taking their overall attendance and observation of academic obligations into consideration.

#### **a) Course transfers**

Course transfers are decided on the basis of our general entry criteria. Each individual case will be evaluated by our admissions tutor and the UG Programme Director, as appropriate.

### **11. Criteria for award and classification**

This programme follows the standard scheme of undergraduate award and classification set out in [Senate Regulations](#) – see the version of *Senate Regulation 5 governing undergraduate programmes* relevant to the year of entry.

### **12. Special features**

The programme has strong profile in international and global media and communication, as well as in digital media and communication technologies.

Students may apply to transfer to the BA (with a Year Abroad) after successful completion of the first year and subsequent successful completion of the second year.

The BA with a Year Abroad provides for students spending their third year at one of our partner institutions and then returning to Leicester for their final year.

Our partner institutions for the BA with a Year Abroad are currently:

Erasmus University Rotterdam (Netherlands)  
Ludwig Maximilian University of Munich (Germany)  
Charles University Prague (Czech Republic)

Our partner institutions for a semester abroad in Year 2 are currently:

Deakin University (Australia)  
University of Windsor (Canada) Unitec (New Zealand)  
Illinois State University (USA) The University of Tulsa (USA)  
University of Miami – Coral Gables (USA)

The exchange is a 'cultural exchange', so that students cannot apply to study at a University in a country/region from which they originally come.

Applications to transfer on to the BA with a Year Abroad degree are made towards the end of the first year. Students are selected on the basis of their first year marks.

### **13. Indications of programme quality**

The programme has consistently sustained a high level of student satisfaction with teaching and learning. Positive reports of the quality of the programme has been received from External Examiners who have noted, for example, the balance between core and elective subjects, the breadth of options, and the fact that “Teaching, learning and assessment are all of a very high standard.”

### **14. External Examiner(s) reports**

The details of the External Examiner(s) for this programme and the most recent External Examiners’ reports for this programme can be found at [exampapers@Leicester](mailto:exampapers@Leicester) [log-in required]

## Programme Specification (Undergraduate)

FOR ENTRY YEAR: 2021/22

Date created: n/a

Last amended: 25/02/2021

Version no. 2

### Appendix 1: Programme structure (programme regulations)

The University regularly reviews its programmes and modules to ensure that they reflect the current status of the discipline and offer the best learning experience to students. On occasion, it may be necessary to alter particular aspects of a course or module.

BA Media Society and Culture

**Level 4/Year 1      2021/22**

Credit breakdown

Status	Year long	Semester 1	Semester 2
Core	Choose an item.	60 credits	60 credits
Optional	Choose an item.	Choose an item.	Choose an item.

120 credits in total

Core modules

Delivery period	Code	Title	Credits
Sem 1	MS1001	Introduction to Media and Communication	30 credits
Sem 1	SY1005	Sociology in Practice	15 credits
Sem 1	SY1021	Power, Privilege and Diversity	15 credits
Sem 1	MS1009	Introduction to Academic Skills	0 credits

Delivery period	Code	Title	Credits
Sem 2	SY1002	Society in Transformation	30 credits
Sem 2	MS1003	Global Media	15 credits
Sem 2	MS1010	Creative Audiences	15 credits

**Notes**

n/a

**Level 5/Year 2      2022/23**

Credit breakdown

Status	Year long	Semester 1	Semester 2
Core	Choose an item.	15 credits	45 credits
Optional	Choose an item.	45 credits	15 credits

120 credits in total

Core modules

Delivery period	Code	Title	Credits
Sem 1	SY2091	Live Sociology	15 credits
Sem 1	MS2013	Professionalism and Employment in the Media	0 credits
Sem 2	SY2078	Sociological Theory Explored	15 credits
Sem 2	MS2016	Media and Communication Research in Practice	30 credits

**Notes**

[n/a]

### Media Option modules

<b>Delivery period</b>	<b>Code</b>	<b>Title</b>	<b>Credits</b>
Semester 1	MS2000	The Production of News	15 credits
Semester 1	MS2001	Political Communication	15 credits
Semester 1	MS2006	Identity and Popular Culture	15 credits
Semester 1	MS2012	Global Film Culture	15 credits

### Sociology Option modules

<b>Delivery period</b>	<b>Code</b>	<b>Title</b>	<b>Credits</b>
Semester 1	SY2094	Gender and Society	15 credits
Semester 1	SY2099	The Politics of Beauty	15 credits
Semester 1	SY2012	Youth, Young adulthood and Society	15 credits
Semester 2	SY2083	Sociology of Fashion	15 credits
Semester 2	SY2089	Work, Employment & Society	15 credits
Semester 2	SY2098	Sociology through Literature and Film	15 credits
Semester 2	SY2101	We Are What We Buy: Consumption, Self and Identity	15 credits

### Notes

This is an indicative list of option modules and not definitive of what will be available. Option module choice is also subject to availability, timetabling, student number restrictions and, where appropriate, students having taken appropriate pre-requisite modules.

**In Semester 1 Students need to select TWO optional Media Modules and ONE optional Sociology Module.**

**In Semester 2 Students need to select ONE optional Sociology Module**

**Level 6/Year 3      2023/24**

## Credit breakdown

Status	Year long	Semester 1	Semester 2
Core	60 credits OR 45 credits	Choose an item.	Choose an item.
Optional	Choose an item.	30 credits	30 credits OR 45 credits

120 credits in total

## Core modules

Delivery period	Code	Title	Credits
Year long	MS3030	Dissertation OR	60 credits
Year long	SY3102	Research Project OR	45 credits
Year long	SY3101	Real World Research	45 credits

**Notes**

Students can select to do their dissertation in Media OR Sociology (Research Project/Real World Research)

## Media Option modules

Delivery period	Code	Title	Credits
Semester 1	MS3003	Environmental Communication	15 credits
Semester 1	MS3004	Global Cultures	15 credits
Semester 1	MS3014	The Media on Film	15 credits
Semester 1	MS3009	The Media, Celebrity and Fan Culture	15 credits
Semester 1	MS3013	Media and the Body	15 credits

<b>Delivery period</b>	<b>Code</b>	<b>Title</b>	<b>Credits</b>
Semester 1	MS3024	Reporting Panics	15 credits
Semester 1	MS3041	Media, Rights and Responsibilities	15 credits
Semester 2	MS3000	Media and Gender	15 credits
Semester 2	MS3005	Music as Communication	15 credits
Semester 2	MS3025	Online Journalism: Theory and Practice	15 credits
Semester 2	MS3026	Community Radio in Practice	15 credits
Semester 2	MS3027	Writing for PR	15 credits
Semester 2	MS3019	Advertising and Consumer Culture	15 credits

#### Sociology Option modules

<b>Delivery period</b>	<b>Code</b>	<b>Title</b>	<b>Credits</b>
Semester 1	SY3099	Identity Troubles: nationalism, jihadism and the extreme right	15 credits
Semester 1	SY3090	Drugs & Society	15 credits
Semester 1	SY3100	Social Psychology	15 credits
Semester 1	SY3094	Autobiographical Society	15 credits
Semester 1	SY3091	Education and Social Justice	15 credits
Semester 2	SY3057	Football and Society	15 credits
Semester 2	SY3092	Social Movements	15 credits
Semester 2	SY3093	Space, Place and Contemporary Society	15 credits
Semester 2	SY3095	Sociology of Health & Illness	15 credits

Delivery period	Code	Title	Credits
Semester 2	SY3097	International Migration	15 credits
Semester 2	SY3098	Global Sex Trade	15 credits

### Notes

This is an indicative list of option modules and not definitive of what will be available. Option module choice is also subject to availability, timetabling, student number restrictions and, where appropriate, students having taken appropriate pre-requisite modules.

**In Semester 1 Students need to select ONE optional Media Module and ONE optional Sociology Module.**

**In Semester 2 Students taking the Media Dissertation (MS3030) need to select ONE optional Media Module and ONE optional Sociology Module.**

**In Semester 2 Students taking the Sociology Research Project/Real World Research (SY3102/SY3101) need to select ONE optional Media Module and TWO optional Sociology Modules.**

Students may substitute approved modules from an institution participating the University's Study Abroad programme

Academic year affected	Module Code(s)	Update
2022/23	MS2013	MS2013 additional zero credit core module with Leicester Award Gold embedded

## Appendix 2: Module specifications

See undergraduate [module specification database](#) (Note - modules are organized by year of delivery).



## Appendix 3: Skills matrix

	MS1001	MS1003	MS1009	MS1010 Creative Audiences	MS2000	MS2001	MS2006	MS2009	MS2012	MS2013	MS2016 Media and Communication Research in Practice	MS3000	MS3003	MS3004	MS3005	MS3008	MS3009	MS3011	MS3013	MS3014	MS3021	MS3022	MS3024	MS3025	MS3027	MS3019 Advertising and Consumer Culture
<b>Programme Learning Outcomes</b>																										
<b>(a) Discipline specific knowledge and competencies</b>																										
<b>(vi) Other discipline specific competencies</b>																										
<b>Multimedia or video production techniques</b>											X					X										
<b>Media research methodology</b>																										
<b>Online journalism techniques</b>																									X	
<b>(b) Transferable skills</b>																										
<b>(i) Oral communication</b>																										
<b>Make verbal presentations to a variety of audiences</b>						X	X	X				X	X		X				X		X			X		
<b>Demonstrate ability to choose appropriate format/language</b>						X	X	X				X	X		X				X		X			X		
<b>Use appropriate presentation aids</b>						X	X	X				X	X		X				X		X			X		
<b>(ii) Written communication</b>																										
<b>Produce a variety of work in different formats</b>	X	X		X	X	X	X	X	X		X	X	X	X	X	X		X	X	X	X	X	X	X	X	X
<b>Effective communication of ideas and arguments</b>	X	X		X	X	X	X	X	X		X	X	X	X	X	X		X	X	X	X	X	X	X	X	X
<b>Critically review own work</b>	X	X	X	X	X	X	X	X	X		X	X	X	X	X	X		X	X	X	X	X	X	X	X	X
<b>(iii) Information technology</b>																										
<b>File creation management and storage</b>																										
<b>Use of electronic sources including internet, email, library cat.</b>	X	X		X	X	X	X	X	X		X	X	X	X	X	X		X	X	X	X	X	X	X	X	X
<b>Word processing inc. formatting and charts, graphs</b>	X	X		X	X	X	X	X	X		X	X	X	X	X	X		X	X	X	X	X	X	X	X	X
<b>Use of spreadsheets, charts, and graphs</b>																										
<b>(iv) Numeracy</b>																										
<b>Manipulate/present figures to support an idea or argument</b>	X	X			X	X	X				X		X	X	X	X						X	X		X	
<b>Graphical display of data</b>											X		X	X	X	X						X	X		X	
<b>Draw appropriate conclusions from numerical/graphical data</b>	X	X			X	X	X				X		X	X	X	X						X	X		X	
<b>Appreciate basic concepts in research</b>	X			X							X															
<b>Calculate and use simple statistics e.g. means</b>																										

	MS1001	MS1002	MS1003	MS1006	MS1009	MS1011 Media Origins	MS1010 Creative Audiences	MS2000	MS2001	MS2003	MS2005	MS2006	MS2009	MS2010	MS2012	MS2013	MS2016 Media and Communication Research in Practice	MS2017 Television Studies	MS3000	MS3003	MS3004	MS3005	MS3030	MS3009	MS3011	MS3013	MS3014	MS3021	MS3022	MS3024	MS3025	MS3026	MS3027	MS3019 Advertising and Consumer Culture		
<b>Programme Learning Outcomes</b>																																				
<b>(a) Discipline specific knowledge and competencies</b>																																				
(vi) Other discipline specific competencies																																				
Multimedia or video production techniques				X						X																									X	
Media research methodology						X											X							X												
Online journalism techniques																																	X			
<b>(b) Transferable skills</b>																																				
<b>(i) Oral communication</b>																																				
Make verbal presentations to a variety of audiences		X		X						X	X	X	X	X					X	X			X				X		X				X	X		
Demonstrate ability to choose appropriate format/language		X		X						X	X	X	X	X					X	X			X				X		X				X	X		
Use appropriate presentation aids		X		X						X	X	X	X	X					X	X			X				X		X				X	X		
<b>(ii) Written communication</b>																																				
Produce a variety of work in different formats	X	X	X	X		X	X	X	X	X	X	X	X	X	X	X		X	X	X	X	X	X		X	X	X	X	X	X	X	X	X	X	X	
Effective communication of ideas and arguments	X	X	X	X		X	X	X	X	X	X	X	X	X	X	X		X	X	X	X	X	X		X	X	X	X	X	X	X	X	X	X	X	
Critically review own work	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X		X	X	X	X	X	X		X	X	X	X	X	X	X	X	X	X	X	
<b>(iii) Information technology</b>																																				
File creation management and storage													X		X		X		X				X		X	X	X		X		X	X	X	X		
Use of electronic sources including internet, email, library cat.	X	X	X	X		X	X	X	X	X	X	X	X	X	X	X		X	X	X	X	X	X		X	X	X	X	X	X	X	X	X	X	X	
Word processing inc. formatting and charts, graphs	X	X	X	X		X	X	X	X	X	X	X	X	X	X	X		X	X	X	X	X	X		X	X	X	X	X	X	X	X	X	X	X	
Use of spreadsheets, charts, and graphs										X								X					X													
<b>(iv) Numeracy</b>																																				
Manipulate/present figures to support an idea or argument	X	X	X					X	X	X	X	X		X			X		X	X	X	X					X	X				X				
Graphical display of data										X							X																			
Draw appropriate conclusions from numerical/graphical data	X	X	X			X		X	X	X	X	X		X			X		X	X	X	X		X			X	X				X				
Appreciate basic concepts in research	X	X		X		X	X		X							X																				
Calculate and use simple statistics e.g. means										X							X						X													
<b>(v) Team working</b>																																				
Work as a group		X		X	X					X	X	X	X			X			X							X						X	X			
Work with the strengths and weaknesses of others		X		X						X	X	X	X						X						X						X	X				
Evaluate the contribution of others		X		X						X	X	X	X						X						X						X	X				
Appreciate the strengths and weaknesses of team working		X		X						X	X	X	X						X						X						X	X				