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| Module | Effective Learning and Development |
| Credits | 5 |
| Important notes | n/a |
| Allocation of marks | 100% Continuous assessment |

Intended Module Learning Outcomes

On completion of the module the learner will be able to:

1. Effectively position themselves to optimise the 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 web proficiently and effectively.
6. Confidently use collaborative software to advance group projects and networking.
7. Develop essential group work techniques and proficiency.
8. Use appropriate tools and psychometric tests to evaluate and develop personal performance.
9. Discuss the nature of the IT industry and the opportunities that it presents to the learner

Module Objectives

The objective of the module is to assist the learner in the transition to third level education by providing them with the necessary academic support and development skills. Learners are expected to develop adaptable competences that support them throughout their learning journey. This module equips learners to optimise their learning experience in College, and provides them with personal and professional lifelong skills and competences.

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

The IT Industry

- Graduate roles in IT
- Sources of Information re the IT industry