

# Centre for Excellence

## in Teaching and Learning for Employability (e3i)

Report to HEFCE: Interim Evaluation  
July 2007

Appendix 9: The Employability Pathway in the Undergraduate Programme of the Faculty of  
Organisation and Management, November 2006.



Sheffield  
Hallam University

SHARPENS YOUR THINKING

## THE EMPLOYABILITY PATHWAY IN THE UG REVALIDATION

The Faculty of Organisation and Management is committed to embedding employability within its provision. Undergraduate courses have been developed in response to employment niches and employer needs, and therefore the curriculum in its totality is geared towards the notion of employability in terms of general focus. In addition, UG provision is designed to adhere to the SHU framework on employability, which incorporates an enhanced notion of what employability means:

“Enabling students to acquire the knowledge, personal and professional skills and encouraging the attitudes that will support their future development and employment.”

The following aspects are incorporated within all provision:

- Progressive development of autonomy
- Skills development
- Career management skills
- Reflection
- Personal development planning
- Learning from work (simulated or actual work opportunities)
- Activities reflecting external environments

The approach to PDP has an important role to play in encouraging students to make explicit their learning in relation to the above, and in providing a tool for reflecting on their progress and achievements (see separate section on PDP).

The Employability pathway within each route will emphasise different aspects at different levels; the following is indicative in content rather than exhaustive:

- **Level 4** - Key skills development (foundation; NB key skills development will also be a feature of modules at levels 5 and 6), development of the progress file, personal learning style evaluation, personal action planning, aspects of placement preparation (where relevant);
- **Level 5** – Employment application skills, C.V. writing, interview preparation and practice, interpersonal and communication skills, progress file, placement preparation (where relevant);
- **Placement/Work-based learning;**
- **Level 6** - Career management, researching a chosen vocational area, identifying vocational networks and sources of information; progress file.

On most routes there is the possibility to undertake a paid placement and qualify for a sandwich award. Placements are seen as providing students with valuable employability skills, and SHU research demonstrates that SWE students achieve higher average salaries when entering the labour market compared to those students who have not. In addition, a sizable minority of students obtain employment with their placement provider. For students who do not undertake a

placement, there is usually the opportunity to take a work-based learning module in the final year; where this is not the case this is due to the overwhelming focus of the curriculum overall on a specific vocational area, which makes redundant the need for a separate WBL module.

Below is a brief mapping of the employability pathway across the different routes within O+M UG provision. Details of specific employability dimensions can be found in the relevant module specifications, which make individual contributions to a student's employability profile.

## **BUSINESS/INTERNATIONAL BUSINESS PROGRAMME AREA**

BABS, Business and Finance, Business and..routes, International Business Studies

Level 4 – Key skills development (foundation) – Managing Resources module with support from all modules in contributing to the key skills strategy.

Level 5 – Employment application skills, C.V. writing, interview preparation etc. – Managing People module.

Level 6 - Career management, researching a chosen vocational area etc. – Workbased Learning module or Contemporary and Pervasive Issues module.

NB This mapping exercise was undertaken for all courses submitted for validation, but only the above programme area is inserted for illustration purposes.