

MODULE TITLE	Professional Ethics, Competence and Commercial Awareness		CREDIT VALUE	15
MODULE CODE	CSMM401		MODULE CONVENER	Dr Adam Feldman (Coordinator)
DURATION: TERM	1	2	3	
DURATION: WEEKS	10	10		
Number of Students Taking Module (anticipated)		18		

DESCRIPTION - summary of the module content

This module assumes no prior knowledge but seeks to develop an understanding of business from several key perspectives. Health and Safety is addressed through a study of the mechanisms by which major failures usually occur. You will be given a basic grasp of accounting, particularly with respect to using accounts as a tool for measuring and improving the financial health of a business. The investor's perspective is also addressed through a study of key investment ratios and discussion on the nature and workings of the stock market. The principles of English contract law are introduced, with practical guidance on legal issues likely to affect construction contracts in the renewable energy industry. The skills obtained by yourself during this module are widely applicable and easily transferred to a wide range of industries and situations. Learning is based on seminar sessions with topics generally being discussed as a group. You are encouraged to engage in further self study with direction to appropriate resources and/or key words.

AIMS - intentions of the module

Today's energy professionals demonstrate a personal and professional commitment to society, to their profession, and to the environment. These principles are embedded in professional codes of conduct and mechanisms for self-regulation. Professional competence integrates knowledge, understanding, skills and values and is accrued through professional development. This module encourages understanding of these ideas and their need. In addition, the module aims to develop understanding of business practice and business governance. The module is focused on the development of skills that are deemed discipline specific under UK-SPEC and the Engineering Benchmark document, and are not covered in the M-level curriculum elsewhere. They are entered here as Personal Skills for consistency with University codes of practice for module specification. The module encourages you to conduct a reflective self-assessment of your professional development, close to the time of graduation, such that a professional development plan can be formulated.

INTENDED LEARNING OUTCOMES (ILOs) (see assessment section below for how ILOs will be assessed)

On successful completion of this module, **you should be able to:**

Module Specific Skills and Knowledge:

1 understand basic legal mechanisms and contractual arrangements.

Discipline Specific Skills and Knowledge:

Personal and Key Transferable/ Employment Skills and Knowledge:

- 2 identify and manage cost drivers;
- 3 investigate and define a problem and identify constraints including environmental and sustainability limitations, health and safety and risk assessment issues;
- 4 demonstrate awareness of the framework of relevant legal requirements governing engineering activities, including personnel, health, safety, and risk (including environmental risk) issues;
- 5 fathom the requirement for engineering activities to promote sustainable development;
- 6 recognise the need for a high level of professional and ethical conduct in engineering;
- 7 show knowledge of management and business practices, and their limitations, and how these may be applied appropriately;
- 8 make general evaluations of commercial risks through some understanding of the basis of such risks;
- 9 appreciate the nature of intellectual property and contractual issues;
- 10 comprehend appropriate codes of practice and industry standards.

SYLLABUS PLAN - summary of the structure and academic content of the module

- ethical challenges in science and engineering, institutional codes/rules of conduct;
- employer's liability and professional indemnity, health and safety at work, identifying and communicating examples of good practice;
- methodical approaches to risk identification and assessment, mitigating risk to health, safety, society or the environment;
- motivation theories, working in groups and teams;
- leadership, the organisational environment;
- job evaluation, recruitment and selection week;
- the UK legal system, sources of law;
- starting a new business – corporations memorandum and articles;
- contract law, tender processes;
- principles of financial accounting, maintaining accounts;
- income statement, position statement;
- cash flow, statement measuring profitability and efficiency;
- what intellectual property is, securing intellectual property;
- market analysis, assessing competition;
- branding and marketing, securing the supply chain;
- standard costing systems business planning;
- sources of funding, investment pitches;
- self-assessment against programme learning outcomes;
- preparing a professional development action plan, the role of (CPD);
- maintaining evidence of competence and professional activity.

LEARNING AND TEACHING

LEARNING ACTIVITIES AND TEACHING METHODS (given in hours of study time)

Scheduled Learning & Teaching Activities	40.00	Guided Independent Study	110.00	Placement / Study Abroad
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DETAILS OF LEARNING ACTIVITIES AND TEACHING METHODS

Category	Hours of study time	Description
Scheduled learning & teaching activities	40	Lectures with integrated tutorials
Guided independent study	90	Directed self study
Guided independent study	20	Directed reading

ASSESSMENT

FORMATIVE ASSESSMENT - for feedback and development purposes; does not count towards module grade

Form of Assessment	Size of Assessment (e.g. duration/length)	ILOs Assessed	Feedback Method
Self-assessment of attainment against programme learning outcomes	Completion of template 3. in indicative reading list below.		

SUMMATIVE ASSESSMENT (% of credit)

Coursework	30	Written Exams	70	Practical Exams
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DETAILS OF SUMMATIVE ASSESSMENT

Form of Assessment	% of Credit	Size of Assessment (e.g. duration/length)	ILOs Assessed	Feedback Method
Reflective written assignment concerning elements of professionalism, ethics and/or health and safety in relation to engineering.	30	2,000 words	3-6	Written
Examination	70	2 hours	1-2, 7-10	Breakdown of marks for each question / question part

DETAILS OF RE-ASSESSMENT (where required by referral or deferral)

Original Form of Assessment	Form of Re-assessment	ILOs Re-assessed	Time Scale for Re-assessment
Summative assessment	Additional summative assignment	Weighting as above	August Ref/Def period
Examination	Additional examination	Weighting as above	August Ref/Def period

RE-ASSESSMENT NOTES

As above 1 piece of CW 30% and/or 1 Exam 70%

RESOURCES**INDICATIVE LEARNING RESOURCES - The following list is offered as an indication of the type & level of information that you are expected to consult. Further guidance will be provided by the Module Convener**

Basic reading:

- Jordan, G., Engineers and Professional Self-Regulation, From the Finniston Committee to the Engineering Council. 1992. Clarendon Press, Oxford.
- ECUK, 2008. UK Standard for Professional Engineering Competence. Available at: http://www.engc.org.uk/ukspec/default.aspx
- Energy Institute. The Professional Development Framework. Available at: http://www.energyinst.org.uk/content/files/pdfframework.doc
- Energy Institute. Rules of Professional Conduct. Available at: http://www.energyinst.org.uk/content/files/rules.pdf
- Institute of Materials, Minerals and Mining. Code for Professional Conduct (v0503). Available at: http://www.iom3.org/content/code-conduct
- Drury, C., 1992. Management and cost accounting (3rd edition). Chapman and Hall.
- Handy, C.B., 1986 Understanding organizations (3rd edition or later editions) Penguin.
- Cole, G.A. 1996. Management. Theory & Practice, (5th edition). Letts Educational.
- Gray, E.R. and Smeltzer, L.R., 1989. Management: the competitive edge. Macmillan.
- Vause, B. 1997. Guide to Analysing Companies. The Economist Books.
- World Intellectual Property Organisation (WIPO), What is Intellectual Property?. Available at http://www.wipo.int/about-ip/en/
- World Intellectual Property Organisation (WIPO), Intellectual Property Handbook: Policy, Law and Use. Available at http://www.wipo.int/about-ip/en/
- Watton, P., Collings, J., and Moon, J., 2001. Reflective Writing, Guidance Notes for Students. (available at: X:\Shared Areas\CSM Shared Area\dlm\Handbooks\Work Placement Handbook)

ELE - <http://le.exeter.ac.uk/>

Reading list for this module:

Type	Author	Title	Edition	Publisher	Year	ISBN	Search
Set	Jordan, G.	Engineers and Professional Self-Regulation, From the Finniston Committee to the Engineering Council.		Clarendon Press, Oxford	1992		[Library]
Set	Drury, C.	Management and cost accounting		Chapman and Hall	2004		[Library]
Set	Handy, C.B.	Understanding organizations		Penguin.	1999		[Library]
Set	Cole, G.A.	Management. Theory & Practice	5th	Letts Educational	1996		[Library]
Set	Gray, E.R. and Smeltzer, L.R.	Management: The Competitive Edge		Macmillan	1989		[Library]
Set	Vause, B.	Guide to analysing companies		London : Profile	2001	1861973918	[Library]

CREDIT VALUE	15	ECTS VALUE	7.5
PRE-REQUISITE MODULES	None		
CO-REQUISITE MODULES	None		
NQF LEVEL (FHEQ)	7	AVAILABLE AS DISTANCE LEARNING	No
ORIGIN DATE	Wednesday 11 January 2017	LAST REVISION DATE	Wednesday 11 January 2017
KEY WORDS SEARCH	Accounting; ethics; law; investment; health and safety.		