# UR Device Outlinenew module setup request form

Centre for Quality Support and Development

Unit name goes here

Please refer to the University’s [Guidelines on Modules Descriptions](https://www.reading.ac.uk/cqsd/policies-procedures) when completing this form.

Please email completed forms to [cqsdmodulepublishing@reading.ac.uk](mailto:cqsdmodulepublishing@reading.ac.uk) (for non-HBS modules), or [TandLQuality@henley.ac.uk](mailto:TandLQuality@henley.ac.uk) (for HBS modules).

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| --- | --- |
| key module information | |
| Module name |  |
| Module code |  |
| School/Department |  |
| Level |  |
| Credits |  |
| Semester(s) in which taught |  |
| Module convenor |  |
| Module co-convenor / Module lead at partner university |  |
| Pre-requisites |  |
| Co-requisites |  |
| Modules excluded |  |
| Non-modular pre-requisites / co-requisites / exclusions |  |
| Placement type  *(please delete as appropriate)* | Maxi *(full year)*  Mini *(equivalent to a whole module)*  Micro *(forms part of the module)*  N/A |
| Location |  |
| Current from  *(academic year)* |  |
| Available for visiting students?  *(please delete as appropriate)* | Yes/No |
| Does the module have a Talis reading list?  *(please delete as appropriate)* [N.B. Talis Aspire should only be used to create reading lists for modules delivered at our Whiteknights or London Road campuses. For all other modules, please contact your Academic Liaison Librarian for further advice.] | Yes/No |
| Should this module be published on the University Module Description pages?  *(please delete as appropriate)* | Yes/No |

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| --- | --- |
| Please state whether this will be an optional or compulsory module.  If it is a compulsory module, please indicate the programme(s) (including programmes outside of your Department). |  |

|  |  |
| --- | --- |
| COMPLETED BY | |
| Name |  |
| Position |  |
| Date |  |

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