

## Appendix 1 - Thematic Review wiki contents

### Centrally-owned/managed WRPL opportunities

**Title: UROP (Undergraduate Research Opportunity Programme)**

Brief description: Research placements within the University for UG students in their penultimate year of study. Placements last 6 weeks, working full-time over the Summer holiday or part-time into the Autumn term. Students are given the opportunity to work with academic staff in their department on research projects.

Owning School/Department: CETL-AURS

Curricular/co-curricular/extra-curricular: extra-curricular

Accreditation:

Assessment:

Skills gained (academic and transferable): Placements make a significant contribution to transferable skills, employability and understanding of research environments. Placements boost research skills and subject knowledge, which could be invaluable prior to dissertation writing in the final year.

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**Title: Erasmus and study abroad placements**

Brief description: The University has exchange agreements with numerous universities throughout Europe (via the Erasmus programme) and partnerships with some of the most prestigious universities in Australia, Canada and the USA. Undergraduate students study abroad in either the second or third year of their degree programme (if provision is made for this in the relevant programme specification). Taught postgraduates and doctoral students are also eligible to spend part of their degree studying or undertaking research at one of our partner Universities.

Owning School/Department: University-wide

Curricular/co-curricular/extra-curricular:

Accreditation:

Assessment:

Skills gained (academic and transferable):

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**Title: Washington Internship Experience (WIE)**

Brief description: Through the University of Reading's student exchange partnership with the University of Mississippi there are potential opportunities for students to undertake an internship in Washington D.C. in the USA. Students will work [unpaid] or approximately 32 hours per week over a 6 week period and will live with other programme participants in accommodation organised by the University of Mississippi. Placements can be potentially found in a variety of areas including Arts & Humanities, Business, HR, Government and Politics, Media & Communications, Non-Profit Organisations, Social Justice and Issue Advocacy.

NB - the number of places are limited and placements not guaranteed.

Owning School/Department: RIO

Curricular/co-curricular/extra-curricular:

Accreditation:

Assessment:

Skills gained (academic and transferable):

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**Title: Graduate Teaching Assistantships**

Brief description: Postgraduate research students are given teaching experience and relevant training (parts of PGCAP programme)

Owning School/Department: School of Law and elsewhere?

Curricular/co-curricular/extra-curricular:

Accreditation: ?

Assessment: ?

Skills gained (academic and transferable):

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**Title: Company-sponsored prizes**

Brief description:

Owning School/Department: various Schools e.g. Systems Engineering, Law

Curricular/co-curricular/extra-curricular:

Accreditation:

Assessment:

Skills gained (academic and transferable):

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**Title: Reading Inspire Scheme**

Brief description: International mentoring scheme, whereby students work with international alumni who have remained in the local area. Students are in regular contact with their mentor for a minimum of 10 weeks and benefit in terms of social networking and observation in the workplace.

Owning School/Department: CAS/Alumni

Curricular/co-curricular/extra-curricular: extra-curricular

Accreditation:

Assessment:

Skills gained (academic and transferable):

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**Title: Summer Enterprise Experience & Discovery (SEED)**

Brief description: Project-based internship scheme for University of Reading students and local / regional business and enterprises. Open to first and second-year undergraduates, plus any RETURNING 3rd year undergraduates or postgraduate students (for the forthcoming academic

year). Internships are typically eight weeks over the summer, with students working on a specific project that is typically related to their course.

Owning School/Department: Careers Advisory Service

Curricular/co-curricular/extra-curricular: extra-curricular

Accreditation:

Assessment:

Skills gained (academic and transferable): Application of skills learnt through studies; range of transferable skills including project management, commercial awareness, communication skills, presentation skills etc.

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### **Title: IASTE - International Work Experience for Technical Students**

Brief description: IASTE aims to (in part) provide science, engineering and applied arts undergraduates with training experience abroad relevant to their studies and to offer **employers** well qualified and motivated foreign trainees. It arranges paid course-related vacation training abroad on a reciprocal exchange basis so that in every participating country IAESTE trainees are both entering and leaving for placements.

Owning School/Department: Not centrally coordinated, but individual departments have participated. Details to be updated..

Curricular/co-curricular/extra-curricular: Extra-curricular

Accreditation:

Assessment:

Skills gained (academic and transferable):

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### **Title: The Windsor Debates**

Brief description: Paid summer internship for all returning students from any degree discipline but with an interest in business and commerce, based with the Thames Valley Chambers of Commerce. Placement is run through the SEED scheme year on year and application details can be obtained via the SEED Website. The Windsor Debates Internship is piloted this summer vacation (2010) focusing on International student applications. This placement is suitable for both undergraduate and PG students and involves both research and commercial development.

Owning School/ Careers Advisory Service

Curricular/co-curricular/extra-curricular: extra-curricular

Accreditation: N/A

Assessment: Short business report and presentation to panel.

Skills gained (academic and transferable): Transferable / Commercial / Research

# Faculty of Arts and Humanities

## School of Arts, English and Communication Design

### **Title: Communications at Work (English)**

Brief description: Module includes 2-week fieldwork placement (normally scheduled for Easter vacation of Year 2). Placement opportunities are in arts and media, retail companies, charity and conservation administration, government offices, information technology, publishing, research institutions, and museums.

Owning School/Department: English

Curricular/co-curricular/extra-curricular: curricular

Accreditation: 20 credits at Level 5

Assessment: Students write one essay of approx. 2000 words for formal assessment (carrying 33% of the final mark), a Fieldwork Report (carrying 50% of the final mark) and a formal presentation (carrying 17% of the final mark).

Skills gained (academic and transferable): The practical work encourages interpersonal skills, including the ability to take the initiative and to accept real-life risks and benefits, and students will also develop their IT competence through the word processing of assessed work and the use of relevant web sources and databases

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## School of Humanities

### **Title: Historical Themes in Practice, Pathway B**

Brief description: The Department of History proposes a 10 credit 'pathway' within our existing Historical Themes in Practice (HTP) module, which runs alongside Themes and Issues in History (T & I, 20 credits). This module is not taken by joint students, only single subject, but it could be made available to all. Students taking pathway B would undertake a two-week academic placement during the Easter vacation (location to be agreed with the module convenor by week five of the spring term). Students will be expected to organize their academic placement themselves, with the support of the module convenor. Students will research the representation of public history within their organization and return copy of the portfolio to them for future use. Placements might include working in television or radio, newspapers, political parties, galleries, museums, archives or schools.

Owning School/Department: History

Curricular/co-curricular/extra-curricular: curricular

Accreditation: 10 credits at Level 5

Assessment: Assessed by a portfolio on the representation of public history within the organization chosen for an academic placement. To be submitted at the end of the first week of the summer term. No more than 2,500 words should be of text, but this can be accompanied by appropriate illustrative and supporting materials.

Reassessment arrangements: Resubmission by 1 September, subject to university rules on resits and progression.

Skills gained (academic and transferable): This module aims to provide students with an opportunity to apply their subject-based skills to a practical project choosing either Pathway A or Pathway B. Both involve independent analysis and group co-operation, as well as developing expertise in project-design and time-management. The module also fosters employability and interpersonal skills through

interactions with people and organizations beyond the university. The emphasis is on both critical thinking and transferable skills.

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**Title: Text typology in theory and practice**

Brief description: Module comprising taught components and EBL – student-driven components. The student needs to find an academic placement (pre-requisite for joining the module) and frame a research question that is relevant to the placement, but by the same time will help to learn something about the ancient world. Needs to be a placement that will allow student to do relevant empirical research and to pursue question that is relevant to the sponsor as well. Ideally a two-week placement in EV (paid/unpaid).

Owning School/Department: Classics

Curricular/co-curricular/extra-curricular: curricular

Accreditation: 20 credit module (optional, stand-alone)

Assessment: Three pieces of assessment are required: Presentation (10 minutes) of devised project – **10%**; Portfolio of no less than 20 pages (in reasonable font size/spacing), comprising an introduction to the enquiry, an analysis, and a conclusion as well as the evidence – **75%**; Mini-essay, applying conclusions to ancient evidence, transferring the findings into an Academic context – **15%**

Skills gained (academic and transferable):

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**School of Languages and European Studies**

**Title: IT309-Italian for Managers**

Brief description: The module will focus on introducing students to the language of the Italian business world. Following the 10-hour seminar/lecture series (in the Autumn Term), students can undertake a one/two-week placement within industry or the arts. These are usually unpaid placements, although this is not a prerequisite of the scheme. Students who choose this option will need to find placements on their own but will attend 1or 2 seminar(s) which will introduce them to the scheme and will guide their efforts. Students will be asked to make use of the training received for their compulsory CMS module. Types of placements: observation placements; shadowing placements; active placements in a business setting or a discrete project. It is vital to the success of this scheme that students are very clear about the fact that these are not a work experience placements. What students do on placement is only of interest in as much as it feeds into their Fieldwork Report, which will focus on an issue which is of relevance to the module and their own classroom learning (in this case, elements of business Italian).

Owning School/Department: Italian

Curricular/co-curricular/extra-curricular: curricular

Accreditation: 20 credits and Level 6

Assessment:

For students who are unable to go on a work-placement:

Students will be assessed on the basis of a dossier of work completed during the two terms, to include some class tests (20%). There will be one oral exam, worth 20% of the final mark, and one three-hour examination, worth 60% of the final mark.

For students who go on a work placement:

2,000 word Fieldwork Report (60%) - The Fieldwork Report is not intended to report simply on the activities of the placement, but is required to be an analytical report on the issues being explored during the placement.

Coursework (20%) - Students will be assessed on the basis of a dossier of work completed during the two terms, to include some class tests

One oral exam (20%).

Skills gained (academic and transferable): By the end of the module it is expected that students will be able to: demonstrate an understanding of Italian relating specifically to the area of business; express themselves clearly, fluently and accurately about business matters in Italian; show a knowledge of the norms of business correspondence in Italian; demonstrate a familiarity with the contemporary Italian business world. The module also aims to encourage students to: express themselves clearly in writing in both English and Italian; develop their IT skills by using the internet as a source for material relating to the Italian business world; make good use of appropriate reference materials (dictionaries, grammars, etc.); increase their business awareness, particularly as regards the Italian situation; have acquired an awareness and some experience of business working practices and environments where Italian is used.

# Henley Business School

## ICMA Centre

### **Title: ICMA Centre Internships**

Brief description: Students are expected to undertake an eight to ten week working internship during the summer vacation between the second and third year. The ICMA Centre helps students prepare for these internships with CV preparation and interview techniques. Current students have gained internships at [Goldman Sachs](#), [Deutsche Bank](#) and [Standard Chartered Bank](#) amongst others.

Students can also apply to the University to suspend their studies after Part 2 to complete a sandwich placement.

Owning School/Department: ICMA Centre – Henley Business School

Curricular/co-curricular/extra-curricular: extra-curricular

Accreditation: N/A

Assessment: N/A

Skills gained (academic and transferable): Securing summer work experience is the main route towards securing a graduate position with Bulge Brackets Banks. They also provide students with excellent experience and skills to carry forward until after graduation, as well as the networking opportunities that are vital for working within Boutique institutions.

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### **Title: ICMA Centre Professional Development Workshops**

Brief description: Weekly series of workshops covering many aspects of career management, from Types of Role in Finance, through generic skills such as Presentation & Negotiation, to career-specific topics including Networking and Interview skills. These workshops are voluntary and open to all BSc & MSc students.

Owning School/Department: ICMA Centre – Henley Business School

Curricular/co-curricular/extra-curricular: extra-curricular

Accreditation: N/A

Assessment: N/A

Skills gained (academic and transferable): Dependant on the workshops attended.

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## School of Management

### **Title: Centre for Entrepreneurship Modules**

Brief Description:

- Student Enterprise (MM1F10) – a first year module offering students from across the University the chance to create and run their own venture, including guest speakers & surgery sessions.
- Practice of Entrepreneurship (MM270/MMM038) – a module designed to help students spot real world opportunities for business start-up and plan and budget a theoretical start-up based on £10,000 start-up capital. Open to Part 2, 3 and Masters students.
- Social Enterprise (MM379/MMM053) – a module for final year and masters students which includes consultancy visits with existing local social enterprises to learn about the sector first hand.

- Entrepreneurial Management for Food Scientists (MMM052) – a subject-specific module using a live case study and exploring entrepreneurial thinking in an existing organisation.

Student enterprise, Practice of Entrepreneurship and Social Enterprise are open to students across the whole University. It is now also possible for students to create a 'minor' in entrepreneurship by choosing one module each year. All of our modules involve contact with guest speakers and/or live case studies.

Owning School/Department: Centre for Entrepreneurship, School of Management, Henley Business School

Curricular/co-curricular/extra-curricular: Curricular

Accreditation: 20 credits (except Entrepreneurial Management for Food Scientists currently under review)

Assessment: Various, including: Presentations, Business Plans, Business Reports, Literature review, Placement/Consultancy report, reflective reports.

Social Enterprise is the first module in which assessment has involved work-based learning. Students are assessed on a report and presentation which is prepared as a result of a short consultancy placement within a local social enterprise which are organised by the Centre. The report must contain problem-solving ideas and recommendations on improving a particular issue within the organisation. Students are given guidelines for the report and then must discuss with the organisation how best to uncover the information needed during their half-day visit to the organisation.

Skills gained (academic and transferable): Team-working, presenting, market-research, finance, networking, business planning, consultancy.

### **Title: Enterprise Experience**

Enterprise Experience is a scheme which matches talented students with entrepreneurial companies and SMEs for short work experience placements on specific projects.

In 2010-11 the scheme will undergo a major redevelopment which will involve students receiving more training prior to their placement and will also benefit from a business mentors to guide them through the placement. Placements will take place simultaneously and on the same topic. This year 10 students will take on social media consultancy placements.

Students will spend a minimum of 4 hours per week for a full 10-week term in their placement. Students will need to have had some exposure to entrepreneurship prior to acceptance onto the scheme; however, it is open to students from all disciplines.

Owning School/Department: Centre for Entrepreneurship, School of Management, Henley Business School

Curricular/co-curricular/extra-curricular: Extra-Curricular

Accreditation: N/A

Assessment: N/A

Skills Gained (academic and transferable): Communications, research, analysis, business development and report writing skills in a business environment.

### **Title: Management placement opportunities**

Brief description: The School of Management permits students to voluntarily suspend their studies at the end of Part 2 in order to complete a work placement for one session. Authorisation required from the Director of Studies. The placement is not assessed as part of the finals classification.

Students more frequently decide to take up a shorter work placement during the summer vacation at the end of the second year of study (see below). In either of the above cases it is for the student to seek out an appropriate placement. Help may be provided by the Job Shop, located in the Student Advisory Service. The Employer requests are also put up on the departmental noticeboard.



From 2011, we anticipate that the Placement Manager will help students seeking internships; these students will be mainly accounting students on three year degrees.

Owning School/Department: Management

Curricular/co-curricular/extra-curricular: Extra-curricular except that students may use their work experience to complete a final year assessable project (20 credits).

Accreditation: N/A

Assessment: N/A

Skills gained (academic and transferable): The placement is seen as an opportunity for students to gain valuable work experience as part of their personal development. This may be especially useful for those who have not had any previous part-time or full-time jobs

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### **Title: Management internships**

Brief description: Many students undertaking both management and accounting degrees undertake 6-12 week internships, usually during the summer vacation.

Owning School/Department: Management

Curricular/co-curricular/extra-curricular: Extra-curricular except that students may use their work experience to complete a final year assessable project (20 credits).

Accreditation: N/A

Assessment: N/A

Skills gained (academic and transferable): These provide students with excellent experience and skills to carry forward until after graduation, as well as the networking opportunities available.

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### **Title: Lecture series (external speakers) for undergraduate and/or postgraduate students – School of Management**

Brief description: Many modules use external speakers to supplement lectures by academic staff. A flavour of modules is given below:

Marketing Management (MM255): Dr Chris Phillips of the Henley Business School has worked in partnership with O2 to create and deliver this Level 5 Marketing module. Delivery of lectures is split between Chris and O2, with lecture examples being so current that students are required to sign a confidentiality agreement. Students are set two pieces of work, one to write a detailed report outlining their recommendations; the second to give a presentation. The best groups in terms of presentation and marketing also present to O2. Individual students are put forward for internships assessed for the internship on the basis of their CV, tutor reference, and a reference from employers; O2 make the final selections so students with the best match for needs of the O2 managers they are working for are offered internships. More than 50 students have so far benefited from these internships.

Management Skills (MM256): This is a compulsory module for Part 2 students, and is part of their CMS. The module uses a case study to simulate the recruitment process from the employer's perspective. Students play the role of junior recruitment consultants and must respond to a client brief to prepare an advertisement, sift CVs, and prepare interview questions. External speakers provide insights into the recruitment process from the perspective of the employer. Students are assessed in teams on their report to their client and on a presentation to the client. They must also reflect on their experiences during the module, particularly group dynamics. Assessment is 50% coursework.

Contemporary Management Practice (PG MMM030): This is a compulsory but non assessed module. The module is preparation for the PG project/dissertation. Speakers have been invited to cover topics such as mergers and acquisitions, strategy, management buy-outs, outsourcing and so on.

Entrepreneurship and Small Business Management (PG MMM042): This is an optional module. Timetabled seminars cover preparation of a business and financial plan, and entrepreneurs are invited to give their perspective on setting up and running small businesses. Students, working in groups, are required to prepare a business and financial plan for a feasible small business. Examples this year have included a 'Fusion Karaoke Lounge', a hotel in Thailand, a dentist's surgery, and an ice cream bar. The business plan comprises 10% of the module marks.

There are many other modules involving outside speakers but not all have been listed here.

Owning School/Department: Management

Curricular/co-curricular/extra-curricular: Mixed, see above. Mainly curricular and co-curricular.

Accreditation: N/A

Assessment: Mixed, see above.

Skills gained (academic and transferable): Students are prepared to complete assignments such as projects, business plans, presentations, and reports to management. Group work provides students with excellent experience and skills to put onto their CVs, and to take part in assessment centres. Students are also introduced to business people, which provides many networking opportunities.

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### **Title: BA Business and Management (new 4-year programme from 2010-11)**

Brief description: 1-year (minimum 9 months) work placement which comprises the third year of the programme

Owning School/Department: Management

Curricular/co-curricular/extra-curricular: curricular

Accreditation: N/A

Assessment: Reflective learning log, Employer reference, Poster presentation. For students who have completed two years of study and for whom a work placement is unsuitable, progression directly into the third (final) year of study is possible, converting this into a 3-year degree programme.

Skills gained (academic and transferable): an outstanding opportunity to develop and apply the knowledge and skills already gained during the student's degree, invaluable real world experience to give students a distinctive edge when entering the graduate job market

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### **Title: BA International Management and Business Administration with French/German/Italian**

Brief description: Third year of 4-year programme. Students complete a business project (MM353P), oral or oral/written component (FR302/GM3YO40/IT3Y31 and IT3Y32) and:

in French: either a University study abroad placement (FR2Y31) or Work placement abroad (FR2Y33)

in German: GM2YS40 German *Scheine* (full year) or GM2YWPL Placement report

in Italian: IT231 and IT232 (credits from Italian university course) or placement report

Owning School/Department: Management

Curricular/co-curricular/extra-curricular: curricular

Accreditation: Business project - 40 credits at Level 6; oral/written - 40 credits at Level 6, placement - 40 credits at Level 5 (GM2YWPL includes 20 credits for work experience that do not contribute to the final assessment)

Assessment: modules taken during the Year Abroad contribute 33.3% to overall degree classification

German work placement - Assessment is based on a work placement report (about 4,000 words), a report by the employer, and an oral examination conducted jointly by the Management and German departments.

Italian - The Credits from Italian University courses will derive from marks obtained in oral examinations set by the Italian university. The Oral in Italian and the Written and Oral Presentation will be examined at the beginning of Part 3.

Skills gained (academic and transferable): an outstanding opportunity to develop and apply the knowledge and skills already gained during the student's degree, invaluable real world experience to give students a distinctive edge when entering the graduate job market.

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## School of Real Estate and Planning

### **Title: Reading Real Estate Foundation (RREF) Mentoring Programme**

Brief description: The RREF Mentoring Programme offers Real Estate & Planning students an excellent opportunity to gain a unique insight into the industry they are preparing to enter. Interested students are paired with a property professional linked as closely as possible to individual areas of specialism and interest. It is proposed that mentors should mentor a student throughout their Reading studies in order to allow the mentee to gain the maximum from the relationship and to ensure the advice and guidance given is consistent as their needs change during their study period.

Aims of the Mentoring Programme:

1. Help students learn about the industry whilst at University
2. Encourage students to find work experience prior to their final year
3. Help students understand which area they may want to specialise in and therefore what type of company may suit them
4. Help to make students more employable
5. Offer better graduates to industry

If you would like to learn more of the programme please see the following links:

[RREF Guide for Mentees 2009.doc](#)

[RREF Mentee Application Form 2009.doc](#)

[RREF Guide for Mentors.doc](#)

[RREF Mentor Application Form 2009.doc](#)

[Property Week mentoring article 8.01.2010.pdf](#)

For more information please contact Rebecca Robson: [r.robson@rref.reading.ac.uk](mailto:r.robson@rref.reading.ac.uk) or 0118 378 4191 (ext. 4191)

Owning School/Department: Real Estate & Planning

Curricular/co-curricular/extra-curricular: Co-Curricular

Reading Real Estate Foundation also holds a number of co-curricular student activities throughout the year. For a full list of events please see the following link: [RREF student events calendar 09 10.pdf](#)

# Faculty of Life Sciences

## School of Agriculture, Policy and Development

**Title: BSc Agricultural Business Management with Industrial Training / BSc Agriculture with Industrial Training / BSc Animal Science with Industrial Training / BSc Consumer Behaviour and Marketing with Industrial Training / BSc Food Marketing and Business Economics with Industrial Training (module AP2ST1)**

Brief description: 1-year placement in industry

Owning School/Department: Agriculture, Policy and Development

Curricular/co-curricular/extra-curricular: curricular

Accreditation: 120 credits at Level 5

Assessment: The placement year module is assessed by coursework: including a presentation, reflective report and employer report; and does not contribute to the final degree mark, although recognition of the completion of an industrial placement will appear on the degree transcript. If a student is unable to find a suitable placement, or if they progress from Part 2 to the placement year but fail to successfully complete the placement year module, they will be permitted to transfer to Part 3 of the 3-year programme/award. Students are required to produce a short podcast to be submitted by the 4th week of the autumn term following completion of the placement (40%). A 15-minute presentation will be given in the autumn term, detailing the placement organisation and the student's contribution (30%). The employer will rate the student's performance (30%). Students must complete their placement and achieve a minimum pass rate of 40% in each of the coursework components. Reassessment arrangements: submission of a 3,000 word report together with an oral exam with the Course Director and academic supervisor to critically evaluate the skills developed during the placement.

Skills gained (academic and transferable): knowledge and awareness of their placement organisation and their contribution; problem-solving skills; the successful use of IT; effective team working skills; efficient communication skills (written and oral); application of knowledge and skills acquired during Part 1 and Part 2.

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**Title: Module AP2A47 Animal Science in Practice 2 (including Career Management Skills)**

Brief description: 50% of the module comprises a 10-day work experience placement (which can be in one block or spread over the course of 2 terms completing 0.5 days per week) in a field of the student's choice which may help in application for employment or further study. The other 50% is the CMS component comprising lectures and self-directed study.

Owning School/Department: Agriculture, Policy and Development

Curricular/co-curricular/extra-curricular: curricular

Accreditation: 10 credits at Level 5

Assessment: The work placement is assessed via a reflective portfolio of skills and experiences gained - consider what has been learnt during the time in the workplace and gather testimonies from people they have worked with. Requirements for a pass - attainment of 40% mark overall.

Skills gained (academic and transferable): By the end of the module it is expected that the student will be able to demonstrate: knowledge and awareness of their placement organization and their contribution whilst working there; effective written and oral communication skills and effective application of knowledge gained in Parts 1 and 2.

The module aims to encourage the development of the following skills: working with other people; an understanding of the requirements of the workplace

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**Title: BSc Environmental and Countryside Management with Industrial Training**

Brief description: Students on the course can take a year out (between Parts 2 and 3) obtaining work experience in the UK or elsewhere.

Owning School/Department: Agriculture, Policy and Development

Curricular/co-curricular/extra-curricular: ?

Accreditation: ?

Assessment: ?

Skills gained (academic and transferable): ?

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**School of Biological Sciences****Title: BSc Biological Sciences with Industrial Experience (module BI2IND)**

Brief description: one year placement in an industrial, or institute, research or similar environment

Owning School/Department: Biological Sciences

Curricular/co-curricular/extra-curricular: curricular

Accreditation: 40 credits at Level 6 (but module description says 120 credits at Level 5)?

Assessment: Students are required to produce a 3,000 word report to be submitted by the beginning of the 4th week of the Autumn term following the placement year, describing their placement organisation and their position within the company, detailing project work that was undertaken and highlighting the use of transferable skills. (70%) The employer will rate the student's performance. (30%). The industrial placement is assessed on a Pass/Fail basis. A mark of 40% is required to achieve a Pass. To proceed from the industrial placement to Part 3, it is necessary to obtain a satisfactory report of attendance and performance from the industrial supervisor, to have submitted a satisfactory report to the School and to have presented a satisfactory seminar on the work carried out during the placement; a satisfactory mark will not be lower than 40%. Students who at any stage fail to meet the progression requirements for this 4-year programme but who meet the progression requirements for the 3-year programme for BSc (Honours) in Biological Sciences will automatically be offered the opportunity to change to the 3-year programme.

Skills gained (academic and transferable): knowledge and awareness of their placement organisation and their contribution; problem-solving skills; the successful use of IT; effective team working skills; efficient communication skills (written and oral); application of knowledge and skills acquired during Part 1 and Part 2

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**School of Chemistry, Food and Pharmacy****Title: BSc Chemistry with a Year in Industry (module CH3PIN)**

Brief description: 1-year placement in industry

Owning School/Department: Chemistry

Curricular/co-curricular/extra-curricular: curricular

Accreditation: 120 credits at Level 6

Assessment: This module is assessed on a pass/ fail basis. It is not possible to retake this module as it involves a year in industry which cannot be repeated.

Skills gained (academic and transferable): Students will develop an understanding of the workings of the chemical industry, and will become competent in key professional skills such as team working, problem solving, and oral and written communication. Students will also learn the fundamentals of the financial aspects of business.

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**Title: MChem Chemistry with year in Europe (module CH3EU)**

Brief description: Part 3 of the programme takes place in a university in Europe and will include a research-type project. A distance-learning programme will also be provided for the core modules.

Owning School/Department: Chemistry

Curricular/co-curricular/extra-curricular: curricular

Accreditation: 120 credits at Level 6

Assessment: Relative percentage of coursework 75% / Distance learning coursework assignments 25% / Project work at host institution 50%. It is not possible to retake this module as it includes a European placement which cannot be repeated. Part 3 contributes 30% towards the Final Degree classification.

Skills gained (academic and transferable):

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**Title: MChem Chemistry with Year in Industry (module CH3IN)**

Brief description: Part 3 of the programme takes place in a placement in the Chemical Industry. A distance-learning programme will also be provided for the core modules.

Owning School/Department: Chemistry

Curricular/co-curricular/extra-curricular: curricular

Accreditation: 120 credits at Level 6

Assessment: Part 3 contributes 30% towards Final Degree classification. Relative percentage of coursework : 75% / Distance learning coursework assignments: 25% / Supervisor's assessment of project: 10% / Project report: 30% / Oral presentation of results of project: 10% / Relative percentage of examinations: 25%

Requirements for a pass in this module: A mark of 40% overall

It is not possible to retake this module as it involves an industrial placement which cannot be repeated.

Skills gained (academic and transferable): Students will develop an understanding of the workings of the chemical industry, and will become competent in key professional skills such as team working, problem solving, and oral and written communication.

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**Title: BSc Food Science with Industrial Training / BSc Food Science with Business with Industrial Training / BSc Food Technology with Industrial Training / BSc Nutrition and Food Science with Professional Training (module FB2PY)**

Brief description: 1-year industrial placement between Parts 2 and 3. The placement takes 44 weeks and may be split into two 22 week periods at two different establishments. Practical work required to perform a technical function within a food company. Writing written reports in line with company requirements.

Owning School/Department: Food and Nutritional Sciences

Curricular/co-curricular/extra-curricular: curricular

Accreditation: 120 credits at Level 5

Assessment: To pass the Industrial Training Year students must achieve a mark of 40%. Students who fail the Industrial Training Year will be required to transfer to the 3 year Programme. Year in industry contributes 10% to degree classification. The industrial training is assessed by using formal reports from the employer and the student's tutor and the assessment of a report submitted by the student (Learning Log). Reassessment arrangements: An oral examination with the Director of Teaching and Learning and Industrial Training Manager to critically evaluate the skills acquired during the industrial placement(s).

Skills gained (academic and transferable): Students will develop an understanding of the workings of the Food Industry; practical skills or skills in economic analysis or marketing; Communication, problem solving, team working, numeracy, use of IT, business awareness.

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**Title: MPharm Pharmacy (modules PM1PP1 and PM4PP4)**

Brief description: Placements in Part 1 will be of brief (0.5 or 1-day) duration and will be supervised by academic staff from the School or by Registered Pharmacists. During Part 3, longer placements (1 week) take place in either community, industrial or hospital environments.

Owning School/Department: Pharmacy

Curricular/co-curricular/extra-curricular: curricular

Accreditation: The degree is accredited by the Royal Pharmaceutical Society of Great Britain

Assessment: A reflective diary and workbook contribute 15% to module mark for PM1PP1

Skills gained (academic and transferable): These placements extend the experience of students in regard to the vocational skills and opportunities of pre-registration and registered pharmacists.

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**Title: Pharmacy – role-play tasks (PM1PP1)**

Brief description: role-play activities whereby students assume the role of customer/pharmacist

Owning School/Department: Pharmacy

Curricular/co-curricular/extra-curricular: curricular

Accreditation: The degree is accredited by the Royal Pharmaceutical Society of Great Britain

Assessment: Formative assessment

Skills gained (academic and transferable): How to advise patients about medicines and their use. The questioning skills that are needed when speaking to patients and barriers to communication. Verbal communication skills.

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**School of Psychology and Clinical Language Sciences**

# Faculty of Science

## School of Construction Management and Engineering

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### School of Human and Environmental Sciences

#### **Title: BSc Environmental Science with Professional Experience (module ES2PE)**

Brief description: Part 3 is designed to provide professional, practical experience in a company or organisation, giving the student an opportunity to gain relevant skills and experience whilst working alongside practising environmental scientists.

Owning School/Department: Human and Environmental Sciences

Curricular/co-curricular/extra-curricular: curricular

Accreditation: 120 credits at Level 5

Assessment: Written report 80% (word limit 6000 words), oral presentation 20% during Autumn Term of Year 4. Formal feedback from the employing company/agency will also be used to inform assessment. Requirements for a pass: A mark of 40 per cent. Reassessment arrangements: Resubmission of Professional Experience Report or transfer to BSc Environmental Science.

Skills gained (academic and transferable): Students will gain hands on experience of full time employment in the real work place, which is directly relevant to their skills and knowledge in the field/s of geology and/or environmental science. Their confidence and self-reliance, maturity and sense of responsibility, team working and communication skills will be enhanced. The overall experience will be potentially invaluable in terms of their future career development and employability.

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### School of Mathematics, Meteorology and Physics

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### School of Systems Engineering

#### **Title: FDS Sc Information Communication Technology/Computer Engineering**

Brief description: Three-year Foundation Degree programmes, validated by the University of Reading and delivered by the College of North West London on a part-time basis. The content is based around two inter-related strands: technical skills and professional engineering. The programmes contain a substantial work-based learning element, and it is expected that students will be in an appropriate work environment when not attending College. Students should be supported in their work-based learning by a mentor at their place of employment and also by the College which should arrange for regular contact by an appropriate member of staff, including visits. Students will be required to complete a work-based project, which will be agreed with their employer with due regard being paid to issues of confidentiality.

Owning School/Department: Systems Engineering

Curricular/co-curricular/extra-curricular: curricular

Accreditation: 240 credits, Level 5 qualification, modules are a mixture of Level F, Level 4 and Level 5

Assessment: Assessed by a mixture of examinations and coursework (see module descriptions for further detail).



Skills gained (academic and transferable): The aim of the Foundation Degrees is to develop the knowledge, skills and attributes of those already working in the Information Communication Technology and Computer Engineering industries to enable them to develop into professional technicians able to play a disciplined and innovative role in development and maintenance in the field.

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**Title: Systems Engineering Industrial Placement Scheme (BSc Applied Artificial Intelligence and Cybernetics / BSc Applied Computer Engineering / BSc Applied Computer Science / BSc Applied Computer Science and Cybernetics / MEng Applied Computer Science and Cybernetics / BSc Applied Information Technology (module SE2W9))**

Brief description: After completing two years (or three years for MEng) of academic study at the University, students can elect to take a one year placement in a Research Institution or Industry. During the placement the students receive a minimum of two visits from their academic tutor and on completion of their placement submit: a written report, skills portfolio, designs a poster of their placement experience and give a presentation.

Owning School/Department: Systems Engineering

Curricular/co-curricular/extra-curricular: curricular

Accreditation: 120 credits at Level 5, IET & BCS

Assessment: (1) 2,000-3,000 word written report assessed by the students placement tutor, submitted in the first week of the autumn term of their final year

(2) 15 minute presentation assessed by placement manager and placement tutor

(3) Completed Knowledge and Skills Portfolio assessed by placement tutor

(4) Poster in agreed template style assessed by placement tutor

Requirements for a Pass: Satisfactory submission of the Knowledge & Skills Portfolio and Poster A pass mark (40%) in the report and presentation. Successful completion of a placement does not contribute to the student's final degree classification but earns them an 'Applied' degree in their subject area. Otherwise students will be eligible for the non-Applied degree.

Skills gained (academic and transferable): Applied Knowledge & understanding of their degree discipline, career management skills, work as part of a team(s), problem solving, communication and organisational skills. We have also found that the student's general level of confidence grows significantly.

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**Title: Reading University & Cisco Systems project collaboration for part 3 Networking module**

Brief description: In the autumn term students receive lectures from both Reading University lecturers and Senior Engineers at Cisco Systems. In the spring term students are required to complete a team case study assignment jointly prepared by Cisco/Reading, with Cisco acting as the customer. The teams are required to attend meetings with Cisco (as the customer) submit a written proposal and give a presentation to a panel made up of both Cisco management and Reading University academics.

Owning School/Department: Systems Engineering

Curricular/co-curricular/extra-curricular: Curricular

Accreditation: IET & BCS

Assessment: 20 credit module

Skills gained: Knowledge & understanding of Networking and its application, \*career management skills, work as part of a team, problem solving, written communication & presentation skills.

This is a curricular opportunity which also provides the students with the opportunity to apply for a graduate job with Cisco and also if they are identified as one of the top teams receiving different prizes (this year the top four teams were given Flip video cameras).

\* Cisco invite all of the students to their offices in Reading, where they spend time working on the case study, but also receive presentations by Human Resources on applications and selection methods and from current graduates on what they do on Cisco's various graduate schemes etc.

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**Title: Reading University & CSC project collaboration for part 2 Software Engineering module**

Brief description: In the spring term students are divided into teams to work on a case study assignment that has been jointly prepared by CSC and Reading with CSC acting as the customer.

The teams are required to attend three meetings with 'the customer' two of which are face to face meetings, the third is a teleconference meeting specifically designed to educate students in this different, but widely used medium of communication. The students then have to submit a written proposal and give a presentation to a panel made up of both CSC management and Reading University academics.

Owning School/Department: Systems Engineering

Curricular/co-curricular/extra-curricular: Curricular

Accreditation: BCS

Assessment: 10 credit module

Skills gained: Knowledge & understanding of Software Engineering and its application, work as part of a team, problem solving, written communication & presentation skills.

# Faculty of Social Sciences

## School of Economics

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### Institute of Education

#### **Title: FDEd Early Years Development and Learning/Supporting Children's Development and Learning**

Brief description: Two-year full-time Foundation Degrees validated by the University of Reading and delivered by three local partner colleges. The programmes contain a substantial work-based learning element, and it is expected that students will be in an appropriate work environment when not attending College. This will normally be paid employment, but regular voluntary work in an appropriate role would also be acceptable. Students should be employed or volunteering for the equivalent of 0.5 FTE and have 2 years prior experience in a relevant role. Students should be supported in their work-based learning by a mentor at their place of employment and also by the College, which should arrange for regular contact by an appropriate member of staff. Students will be required to complete a work-based project, which will be agreed with their employer with due regard being paid to issues of confidentiality.

Owning School/Department: Institute of Education

Curricular/co-curricular/extra-curricular: curricular

Accreditation: 240 credits, Level 5 qualification, modules are a mixture of Level 4 and Level 5

Assessment: Students are assessed using a variety of methods (see programme specification and module descriptions for further detail).

Skills gained (academic and transferable): The aim of the Foundation Degrees is to develop the knowledge, skills and attributes of practitioners working in childcare, early years or school settings to enable them to develop into professional teaching assistants, learning support assistants or day care workers. The Foundation Degrees will also provide a base for further study that may allow practitioners to progress to an Honours degree, or training in professional routes such as towards the Early Years Professional Status (EYPS) or the Registered Teacher Programme (RTP). The Foundation Degree may also allow learners to progress to parallel awards such as Higher Level Teaching Assistant status and/or Qualified Teacher Status.

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## School of Law

#### **Title: Law Employability Week**

Brief description: This takes place each summer so that students can meet with recruiters from diverse sectors to find out exactly what employers are seeking. Local firms host workshops on networking and interviewing and invite students for a day-in-the life look at work after university.

Owning School/Department: Law

Curricular/co-curricular/extra-curricular:

Accreditation: N/A

Assessment: N/A

Skills gained (academic and transferable):

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**Title: LLB Law with Legal Studies in Europe**

Brief description: Between Part 2 and Part 3, a year is spent abroad at an approved university within the European Union appropriate to the linguistic skills of the student (University of Maastricht/ University of Uppsala/ University of Paris X/ University of Bilbao/ University of Trier). Students must study and pass modules equivalent to 120 credits offered by the host university. It may be possible to arrange links with other countries. The host university may offer a local qualification depending on the modules studied at that institution.

Owning School/Department: Law

Curricular/co-curricular/extra-curricular: curricular

Accreditation: 120 credits at Level 6(?)

Assessment: Examinations during the year abroad will be conducted in accordance with the rules and practices of that institution and are likely to include oral examinations. In order to proceed to Part 3 of the LLB (Law with LSE) degree a student must satisfactorily complete the year abroad. A student who has successfully completed Part 2 of the degree but who fails satisfactorily to complete the year abroad may, with the approval of the University of Reading, transfer to the LLB (Law) degree programme.

Skills gained (academic and transferable): skills in oral communication and independent learning, foreign language skills

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**Title: Enquiry-Based Learning tasks in Law (module codes? LW1RWS?)**

Brief description: Two EBL projects funded by the CETL-AURS. Part 1 compulsory module where students are tasked with looking at building plans and identifying tort and contract issues, use of problem-based approach over a number of weeks. Part 3 optional module where students presented with state problems, policy options and a budget and must write a report on how to address the issues (engaging with criminology theories). There is a later shift in the parameters which they must take into account.

Owning School/Department: Law

Curricular/co-curricular/extra-curricular: curricular

Accreditation: ?

Assessment: ?

Skills gained (academic and transferable):

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**School of Politics and International Relations****Title: Politics – negotiation simulation (module?)**

Brief description: Students take part in a simulated UN negotiation session as part of a module.

Owning School/Department: Politics and International Relations

Curricular/co-curricular/extra-curricular: curricular

Accreditation:

Assessment:

Skills gained (academic and transferable):

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