



The PSC is designed as a 'graduate scheme before you graduate' to help students at all stages develop professional skills transferrable into the workplace, but also to their current studies.

The programme has the following objectives:

- To increase confidence in articulating skills when applying to graduate roles and internships.
- To develop key transferrable skills that may aid confidence in academic activities (for example, group work, presentations, project management).
- To increase self-awareness.
- To increase confidence about entering the workplace and develop a heightened sense of professionalism.

Students may dip in and out of the programme as much or as little as they choose.

Students who opt to complete the PSC Award for a certificate in Professional Skills will engage with the following Learning Outcomes.

Intended Learning Outcomes

Upon completion of the PSC, you should be able to:

- 1) Identify professional skills that you need to develop and how you will go about doing this.
- 2) Critically reflect upon how you have developed these skills across the year and how you will continue to develop.
- 3) Apply the professional skills learnt on the PSC in practice (e.g. in 'real life' scenarios- both academic and professional) and reflect upon this application.
- 4) Describe how the PSC might enhance your future employability or career choices.

Reflective Report Guidance Notes

To gain your PSC certificate and have your achievement recognised on your academic transcript you need to collect eight (8) Professional Skills Curriculum (PSC) stamps in at least 5 skill areas in your in line with your initial Skills Analysis. You then need to submit a Reflective Report of 1,500 – 2,000 words. Your report should be a reflective summary of your experiences, demonstrating what you have learned from your participation in the PSC and how you've developed and applied those skills.

As it is a reflective report, you should write in the first person. For example "I have learned...", "It made me think about...", "I have found I am...", "I feel...", "It made me realise..."

In your report, you should provide:

1. A brief outline of the **rationale behind the skills** you chose as part of your initial Skills Analysis, placing them within an appropriate background context such as your personal interests, prior experiences, career aspirations or other drive for specific skill development. Why did you chose these skills? What were your personal aims in doing so?

2. A **critical evaluation** of the process you took to develop these skills- how identified training needs were met and progress achieved. How did your skills level change over time? How did specific PSC workshops contribute to this development? Did you encounter any setbacks or challenges, and how did you deal with these?
3. **Evidence** of applying these skills in practice outside the PSC (e.g. in your academic studies, extra-curricular activities or work experience) and **reflecting** on this experience.
4. **Reflection** on how the PSC has **contributed to your employability**. You might consider how your personal development has influenced your thoughts about your career path, or how your experience has enhanced your employability.

Items 2 and 3 should form the bulk of your report; you should try to cover all 5 skills areas identified if possible. If you have also attended training or development events outwith the PSC (within the last year) you are welcome to draw on these experiences in your report.

Reflective Reports will be assessed on a Pass / Fail basis. Assessors will look for a clearly structured report which convinces us you have done more than solely attend PSC workshops: using the PSC as an opportunity to identify areas for development; proactively worked on learning and developing your skills; and have applied the skills you've developed in practice. If students do not pass on the first attempt, they will be allowed to resubmit the essay, responding to the feedback provided on their first attempt.

Marking Criteria

<p>Pass</p>	<ul style="list-style-type: none"> • Good work, demonstrating critical evaluation and reflection on the experience of the PSC. • Provides an explanation of the initial Skills Analysis and shows how skills were developed over the year. • Demonstrates evidence of practical application of these skills and reflection on the process of doing so. • Explains how the student feels the PSC has affected their employability. • A clear structure and clarity of written expression.
<p>Fail</p>	<ul style="list-style-type: none"> • Work which fails to address one or more of the above points and demonstrates little sign of development, reflection and critical evaluation.