

CS6W50 Career Development Learning(CDL) Module Introduction

Internship will count from: July 1 2024
Should be done for 60 days before end of the December 2024
Holidays are not counted.


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Module Aim

This module aims to:

- ❖ Gain **useful working environment experience** and the **career opportunities** available upon graduation.
- ❖ Undertake a work-based project appropriate to their academic level.
- ❖ Enhance and extend their learning experience by applying and building on their academic skills and abilities by tackling **real-life workplace problems**.
- ❖ Enhance professional and personal development.

Why CDL?

- ❖ Get you work experience and put you in a much better position to find jobs after graduation.
 - ❖ According to a report in the Guardian, a third of graduate jobs will go to people with work experience.
 - ❖ “Three-fifths of employers stated that it was either ‘not very likely’ or ‘not at all likely’ that a graduate with no previous work experience would be successful”.
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Options for CDL

- ❖ Find external work placement/internship (Media Companies, Software Companies, IT Solution Companies, Video Production Companies, Digital Marketing Companies, Advertising Agencies, Schools, Charity organizations, ...)
- ❖ Email your CVs to **externalpartnership@islingtoncollege.edu.np**
- ❖ Setup your own start-up business, email your CDL tutor the information.
- ❖ The Company must be registered.

Module Requirements

The work has to last at least 60 working days (approx. 2 to 2.5 Months):

- ☐ Closely related to your academic study
- ☐ Approved by the academic tutors.
- ☐ **Complete the internship by December 2024.**



Assessment Marking

Students will be assessed by Career Development Learning Portfolio with Evidence and Presentation as 100% Sub components.

CDL Form

Learning Log

CDL Report with
evidence

Presentation
slides

Steps To Follow

1

Introduction

Attend a CDL introduction session

2

Search

Search for work placement opportunities

3

Inform

Notify your tutor and go for approval

7

Assessment

4

Form and Approval

Fill in CDL form.
Once approved, start the work

5

Work

Make sure you achieve what you proposed to achieve.
Keep a weekly learning log.

6

Visit

Arrange a tutor visit (Optional)

What's next if I find an internship opportunity?

Fill up the CDL Form, get it approved and fill up the online form as per the following details with CDL Form attached:

- ☐ Company name
- ☐ Company's supervisor name
- ☐ Supervisor's email and contact no.
- ☐ Company Location
- ☐ Proposed date to start (if applicable)
- ☐ Role and Responsibility

Online Form and CDL Form will be provided on the respective academic Classroom.

Learning Outcomes (LO)

- ❖ Learning outcomes are clear statements about what students should know or be able to do after completing a learning activity or course.
- ❖ What skills you will learn during internship?

Eg. Communication Skills: "After the internship, students will be able to demonstrate effective communication skills in a professional setting."

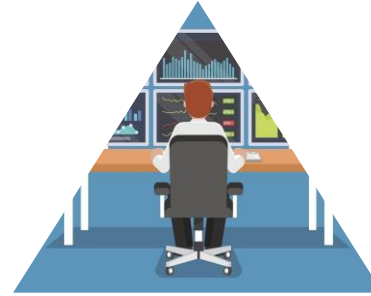
- ❖ Minimum 7 learning outcomes.
- ❖ **10 learning outcomes** is encouraged.
- ❖ Plan your learning outcomes before the internship to ensure you get the chance to learn and achieve them during the internship.

60% Soft skills and 40% Technical skills



Soft Skill

A soft skill is a personal attribute that supports situational awareness and enhances an individual's ability to get a job done. The term soft skills is often used as a synonym for people skills or emotional intelligence.



Technical Skill

Technical skills are the specialized knowledge and expertise required to perform specific tasks and use specific tools and programs in real world situations.

Soft Skills You Need to Build

- ☐ Time Keeping
- ☐ Team Working Skills
- ☐ Problem Solving Skills
- ☐ Analytical thinking
- ☐ Critical Thinking
- ☐ Research Skills
- ☐ Professional Writing Skills

- ☐ Communication Skills
- ☐ Cooperative
- ☐ Desire to Learn
- ☐ Independent Learning Skills
- ☐ Logical Thinking
- ☐ Presentation Skills
- ☐ Results Oriented

Learning outcomes in the CDL form

Learning Outcome ID	Learning outcome By the end of my work placement, I will be able to develop what skills or knowledge: (e. g. develop my XXX skills, enhance my knowledge of XXX)	Activities and tasks I will achieve this learning outcome by carrying out what tasks (e. g. participating in a Web development project, or to work in a team, or to engage in group discussion)	Evidence Evidence I could use to demonstrate that I have achieved this learning outcome? (e. g. feedback from the employer, artefacts I will develop, screen shots or video capture, meeting minutes)
LO1			
LO2			
LO3			
LO4			
LO5			

**Fill up with
60% soft skills and
40% technical
skills.**

**For example, if
you have 10
Learning
Outcomes then
you must have 6
soft skills and 4
technical skills
mentioned.**

Learning outcomes in the CDL form

Learning Outcome ID	Learning outcomes	Activities and tasks	Evidence
LO1	To get a good understanding on Android development	Making different types of apps, testing new ideas and building for different platforms.	I will show screenshot of me working on various project on Android.
LO2	Develop research and problem solving skills for app development	By searching online, reading official android documentation and watching tutorials and courses.	Research documents, Screenshot of researched scripts and screenshots of various complete and incomplete tasks.
LO3	Get a enhance knowledge of using Java programming language.	Practicing for different apps ideas and testing if it works or not.	Screenshot of codes on different project.
LO4	Team working skill	Dividing works among android development team and finishing individual task and help each other if any help is needed.	By showing different works list done by different members on various apps.
LO5	Apps publishing and social media connections.	Publishing apps on platforms like Play store, App store and various other places. Research on social media site and Google play.	Through the links of android apps published and screenshot for implementing social media sites.
LO6	Development of UI design and basic color combination.	Creating different types of UI that are required for different apps and project and managing levels, buttons, information.	Screenshot of various UI design.
LO7	Discussion of ideas and new ideas.	Discussing about new ideas that come in mind and implementing them in different apps.	Screenshots of ideas that are implemented as it was suggested by other members implemented in project.
LO8	User Feedback and Implementation	Listen to user feedback on our current apps on play store and changing them if it is amendable or improving on it.	Screenshot of users review on apps and Screenshot of improved apps.

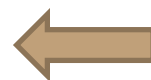
Learning outcomes in the CDL form

SOFT SKILLS

LO6	Build confidence and professional communication skills.	By taking the initiative of dealing with a client from start to finish i.e., from tracking their project requirements to providing them with final product.	Screenshots of interaction with the client, project file screenshots and the final output.
LO7	Develop time management and motivation skills.	By having frequent conversations with the CEO of the company.	Picture evidence of having a meeting with the CEO as well as the 3D department team.
LO8	Develop research, planning and problem-solving skills.	By learning proper way of performing Research and Development (RnD) process from the supervisors.	Research evidence on all the topics done under the term.
LO9	Learn Critical Thinking and Independent Learning Skills.	By working on projects with tight and non-comprisable deadlines.	I will complete all my projects before the given deadline.
LO10	Develop Leadership Skills.	By performing at the highest level and proving to be an important member of the workflow.	I will provide the workflow assigned to each artist in the department and being one of the artists in the workflow.

Learning outcomes in the CDL form

Technical Skills			
L07	Video Editing Software proficiency	Learning more about the various editing software used in the industry	Screenshots of the usage of various video editing software.
L08	Graphic design software proficiency	Honing the skills in software specified for designing	Screenshot of the use of various sites and software used for graphic design.
L09	Motion graphics and animation	Refining animation skill set through research	Screenshot of improvement in motion graphics and animation.
L010	Proficiency in Social Media Platforms	Finding more about the recent trends and what captures the viewer's eyes.	Screenshot and notes on various research conducted for social media.



This example is for Multimedia students.

Learning outcomes in the CDL form

- ❖ Do NOT leave any blanks in the form!
- ❖ Need at least Seven learning outcomes! **10 learning outcomes** is encouraged.
- ❖ **At least two of the learning outcomes should be directly relevant to your course**
- ❖ Remember learning outcomes are about improving, enhancing, learning skills and knowledge.

What's next?

Go ahead with the proposed CDL activity and make sure the agreed learning outcomes in the CDL form are achieved with **appropriate demonstrable evidence**.

Submit the weekly learning log by every week to register the attendance for the module.

Keep in touch with your CDL tutor whenever you have questions and concerns! We are here to help you.

Final Submission Documents



**CDL Form
(approved)**



Learning Log



CDL Report



**Presentation
Slides**



**Updated CV after
Internship**



**Approved
Attendance
Sheet**



**CDL Completion
Letter**



Feedback Form

Best Wishes