

1	Name of Course :	Employees and Employment Trends	Version Number:	VD1												
	Course Code :	MPU 3362	Effective Date:	06 Jan 2020												
2	Synopsis :	This module discusses on two main areas in career, which are the self-preparation for the employment and the employment trend. The students will discuss the most important things in the career which is the passion into the work. Besides the students are being exposed with the practise in the workplace including continued learning, adaptability with the working environment, work ethics and the willpower of the employees. Besides, the students will be exposed with importance of networking, ambition and good attitude in career that suite with the current employability trend. Throughout this module, the students also will increase their language proficiency that really useful in their future career.														
3	Name(s) of academic staff :	Munirah Binti Salamat Halimaton Binti Yusof														
4	Semester and Year offered :	See Programme Specification (Module may be delivered on multiple programmes and therefore in different years/semesters)														
5	Credit Value :	2														
6	Prerequisite/co-requisite: (if any)															
7	Course Learning Outcomes (CLO) : At the end of the course the students will be able to: (example) - explain the basic principles of immunisation (C2,PLO1)															
	CLO1	Form the attitudes and characters of successful employees. (A3,PLO4)														
	CLO2	Integrate the roles of soft skills in employability. (A4,PLO11)														
	CLO3	Demonstrate objectivity of currents trends of employability in various fields. (A4,PLO8)														
8	Mapping of the Course Learning Outcomes to the Programme Learning Outcomes, Teaching Methods and Assessment : Please select the learning outcome Domain(LOD) for each PLO in the cells above it. E.g PLO1- Knowledge and Understanding, PLO2- Cognitive Skills, PLO3-Practical Skills															
	Course Learning Outcomes (CLO)	Programme Learning Outcomes (PLO)												Teaching Methods	Assessment	
		Knowledge and Understanding	Cognitive Skills	Practical Skills	Interpersonal Skill	Communication skill	Digital Skills	Numeracy Skills	Leadership, autonomy and responsibility	Personal Skills	Entrepreneurial Skills	Ethics and professionalism				
		PLO1	PLO2	PLO3	PLO4	PLO5	PLO6	PLO7	PLO8	PLO9	PLO10	PLO11	PLO12			
	CLO 1				✓									Group Work	Presentation/Report	
	CLO 2											✓		Discussion	Managing Meeting	
	CLO 3							✓						Discussion/Group Work	Organizing Event	
Indicate the relevancy between the CLO and PLO by ticking "✓" the appropriate relevant box. (This description must be read together with Standards 2.1.2, 2.2.1 and 2.2.2 in Area 2 - pages 16 & 18)																
9	Transf	1	Interpersonal Skill,													
		2	Ethics and professionalism													
		3	Leadership, autonomy and responsibility,													
		4														
		5														
10	Distribution of Student Learning Time (SLT)															
	Course Content Outline	CLO*	Teaching and Learning Activities										SLT			
			Guided Learning (F2F)				Guided Learning (NF2F) eg: e-learning	Independent Learning (NF2F)								
			L	T	P	O										
	Introduction • Overview of the module • Module Learning Outcomes • Introductory Concepts • Methods of Assessment • Introduction to the areas to be studied	1	1	1									2			
	Attitude - Significance of Good attitude - Good attitude atmosphere	1	1	1								3	5			
	Good attitude - Effects of Good attitude at work place	1	1	1								3	5			

Identify the self Strength	1	1	1				3	5
Managing Meeting	2	1	1				3	5
Developing Self-Image/ Self-Brand - Continued Learning	2	1	1				3	5
Developing Self-Image/ Self-Brand - Adaptability	2	1	1				3	5
Developing Self-Image/ Self-Brand - Ambition	2	1	1				3	5
Networking	3	1	1				3	5
Employability Trends -Work Ethics -Integrity -Punctuality	3	1	1				3	5
Current Trends & Work Requirement	3	1	1				3	5
Seminar/Talk/Forum	3				2		3	5
Seminar/Talk/Forum	3				2		3	5
Summary • Summary of module • Revision • Assessment Discussion	3	1	1				3	5
Total								67

Continuous Assessment		Percentage (%)	F2F	NF2F	SLT
1	Managing Meeting	30	0.1	0.9	1
2	Group Report and Presentation	30	0.1	0.9	1
3	Organizing Event	40	3	8	11
4					0
5					0
6					0
7					0
Total					13

Final Assessment		Percentage (%)	F2F	NF2F	SLT
1					0
2					0
3					0
4					0
5					0
Total					0

****Please tick (✓) if this course is Latihan Industri/ Clinical Placement/ Practicum/ WBL using Effective Learning Time (ELT) of 50%**

L = Lecture, T = Tutorial, P= Practical, O= Others, F2F=Face to Face, NF2F=Non Face to Face

*Indicate the CLO based on the CLO's numbering in Item 8.

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GRAND TOTAL SLT

80

11	Identify special requirement to deliver the course (e.g: software, nursery, computer lab, simulation room, etc)	
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12	References :(include required and further readings, and should be the most current)	<p>Hong T. M. Bui, Hoa T. M. Nguyen, Doug Cole. (2019). Innovate Higher Education to Enhance Graduate Employability: Rethinking the Possibilities. Routledge, New York.</p> <p>Frances Trought. (2017). Brilliant Employability Skills: How to stand out from the crowd in the graduate job market. Pearson, UK.</p>
13	Other additional information :	