

Pearson **Higher Nationals in** **Computing**

Unit: 3 Professional Practice

Brief Number: 2



Higher National Certificate/Diploma in Computing

Example Assessment Brief

Student Name/ID Number	
Unit Number and Title	3: Professional Practice
Academic Year	
Unit Tutor	
Assignment Title	Continuous Professional Development
Issue Date	
Submission Date	
IV Name & Date	

Learning Outcomes and grading opportunities

LO4 Examine the need for Continuing Professional Development (CPD) and its role within the workplace and for higher level learning.

P7		P8		M5		D4	
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Assignment Issue Date :

Assignment Completion Date :

Assessor Name :

Assessor Comment :

Internal Verifier Name :

Internal Verifier Comment :

Submission Format

Part 1: The submission is in the form of an individual development plan. This should be written in a concise, formal business style using single spacing and font size 12. You are required to make use of headings, paragraphs and subsections as appropriate. The recommended word limit is 250–500 words, although you will not be penalised for exceeding the total word limit.

Part 2: The submission is in the form of a 5–7 minute Microsoft® PowerPoint® style presentation to be presented to your colleagues. The presentation can include links to data with additional speaker notes and a bibliography using the Harvard referencing system. The presentation slides for the findings should be submitted with speaker notes.

Part 3: The submission is in the form of an individual written report. This should be written in a concise, formal business style using single spacing and font size 12. You are required to make use of headings, paragraphs and subsections as appropriate, and all work must be supported with research and referenced using the Harvard referencing system. Please also provide a bibliography using the Harvard referencing system. The recommended word limit is 1,000–1,500 words, although you will not be penalised for exceeding the total word limit.

Unit Learning Outcomes

LO4 Examine the need for Continuing Professional Development (CPD) and its role within the workplace and for higher level learning.

Assignment Brief and Guidance

Having completed the Training Event Management project in the previous assignment you now need to reflect on your experience and consider your Continuous Professional Development (CPD) needs.

Part 1

Consider your personal and/or career goals and identify your CPD needs and what actions would put you in a position to achieve these goals. Produce a development plan outlining your future goals and identifying how these can be realised.

Part 2

Conduct some research into motivational theories and how they can be used to improve employee performance. Compare a number of theories and present your findings to your peers.

Part 3

Write a report on the usage of CPD within organisations and what evidence would be required to measure how effective this CPD is in helping employees achieve their goals while using their time and resources effectively.

Learning Outcomes and Assessment Criteria		
Pass	Merit	Distinction
LO4 Examine the need for Continuing Professional Development (CPD) and its role within the workplace and for higher level learning		
<p>P7 Discuss the importance of CPD and its contribution to own learning.</p> <p>P8 Produce a development plan that outlines responsibilities, performance objectives and required skills, knowledge and learning for own future goals.</p>	<p>M5 Compare and contrast different motivational theories and the impact they can have on performance within the workplace.</p>	<p>D4 Evaluate a range of evidence criteria that is used as a measure for effective CPD.</p>