

GREEN CELLS CAN BE EDITED, RED CELLS WILL CHANGE AUTOMATICALLY. SHEET IS PROTECTED BUT CAN E UNPROTECTED IF YOU WANT TO DEVELOP

Max expected student working week	40
CATS	15
Hours	150
Number of terms	1
CATS / term	15
Equivalent Modules / week	4
Maximum Hours / week for this module	10

Workload for Assessment	Hours	Percentage of total module
	63	42%
Workload for All Learning	87	58%
		Percentage of learning time
Workload for Contact Time	17	20%
Workload for Non-Contact Learning	70	80%

Assessments	Assessment Name	Weighting	Suggested Workload Time (hours)	Actually Allocated Work Time	
Assessment 1	Formative Brief	0%	0	Hours Allocated	16 Learning and Assessment
Assessment 2	Summative Briefing	40%	24	Hours Allocated	15 Learning and Assessment
Assessment 3	Policy Pitch	20%	12	Hours Allocated	2 Assessment Only
Assessment 4	Exam	40%	24	Hours Allocated	30 Learning and Assessment
		100%	60	Balance for learning	87

Work Time Breakdown

Term	Week	MAXIMUM RECOMMENDED		PROPOSED							Notes		
		Maximum Per Module	Projected Weekly Total	Planned for Learning		Planned for Assessment			Total Planned	Projected Weekly Total			
				Contact	Non-Contact	Formative Brief	Summative Briefing	Policy Pitch				Exam	
Pre-Term	0	0	0	0	0	0	0	0	0	0	0		
	1	10	40	0	0	0	0	0	0	0	0		
	2	10	40	0	0	0	0	0	0	0	0		
	3	10	40	0	0	0	0	0	0	0	0		
	4	10	40	0	0	0	0	0	0	0	0		
	5	10	40	0	0	0	0	0	0	0	0		
	6	10	40	0	0	0	0	0	0	0	0		
	7	10	40	0	0	0	0	0	0	0	0		
	8	10	40	0	0	0	0	0	0	0	0		
	9	10	40	0	0	0	0	0	0	0	0		
	10	10	40	0	0	0	0	0	0	0	0		
Total Hours				0	0	0	0	0	0	0	0		
Balance of Hours				0							150		
Christmas Vacation	1	10		0	0	0	0	0	0	0	0		
	2	10	120	0	0	0	0	0	0	0	0		
	3	10		0	0	0	0	0	0	0	0		
	4	0		0	0	0	0	0	0	0	0		
Total Hours		30	120	0	0	0	0	0	0	0	0		
Balance of Hours				0							150		
Spring Term	1	10	40	1.5	7.5	0	0	0	0	9	36		
	2	10	40	1.5	7.5	0	0	0	0	9	36		
	3	10	40	1.5	7.5	0	0	0	0	9	36		
	4	10	40	1.5	7.5	0	0	0	0	9	36		
	5	10	40	1.5	7.5	0	0	0	0	9	36		
	6	10	40	1.5	6.5	1	0	0	0	9	36	Students given 1 hour to think about formative briefing	
	7	10	40	1.5	6.5	1	0	0	0	9	36	Students given 1 hour to think about formative briefing	
	8	10	40	1.5	6.5	1	0	0	0	9	36	Students given 1 hour to think about formative briefing	
	9	10	40	1.5	6.5	1	0	0	0	9	36	Students given 1 hour to think about formative briefing	
	10	10	40	1.5	6.5	1	0	0	0	9	36	Students given 1 hour to think about formative briefing	
Total Hours		130	400	15	70	5	0	0	0	90	360		
Balance of Hours				85		5			90		60		
Easter Vacation	1			0	9	0	0	0	0	9	36	Formative Briefing written	
	2	40	40	0	2	0	0	0	0	2	8	Formative Briefing Due Monday 12:00, University Holiday	
	3			0	0	0	0	9	9	9	36	Formative marking time, reduced to 15 days	
	4			0	0	0	0	9	9	9	36	Formative marking time, reduced to 15 days	
	5	0		Students get 1 week vacation time (can use when they want)							0	0	Formative marking time, reduced to 15 days
Total Hours		40	0	0	11	0	0	18	29	29	80		
Balance of Hours				29							31		
Summer (Examination) Term	1-tead	10	40	2	0	0	6	1.75	0	9.75	39	Formative Returned - Students can start Summative	
	2-tead	10	40	0	0	0	9	0.25	0	9.25	37	Students write summative	
	3-tead	10	40	0	0	0	0	0	9	9	36	Students write summative	
	4-exar	10	40	0	0	0	0	0	3	3	12	Summative Due Monday 12:00 & ready for exam by week 6	
	5-exar	10	40	0	0	0	0	0	0	0	0	Exam; Briefing & exam marking time	
	6-exar	10	40	0	0	0	0	0	0	0	0	Summative & exam marking time	
	7-exar	10	40	0	0	0	0	0	0	0	0	Briefing marking & exam marking	
	8-exar	10	40	0	0	0	0	0	0	0	0	Exam marking (assuming 20 days)	
	9-exar	10	40	0	0	0	0	0	0	0	0		
	10-ex	10	40	0	0	0	0	0	0	0	0		
Total Hours		40	400	2	0	0	15	2	12	31	465		
Balance of Hours				0		0			0		0		

MUST = 0