



[MODULE CODE]

[MODULE NAME]

[NQF level]

[Number of credits]

[Name of department]

Compiled by

[Name of lecturer]

[YEAR]

Faculty of
Law

Fakulteit
Regsgeleerdheid

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T: 051 401 9452 | E: ehelpdesk@ufs.ac.za | <http://learn.ufs.ac.za>

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UFS·UV
CENTRE FOR TEACHING
AND LEARNING (CTL)
ONDERRIG-EN-LEERSENTRUM
(OLS)





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Table 1: Icon Library

Icon	Description
	Welcoming message
	Module objective
	Module outcomes
	Action words, terms and concepts that need to be understood
	Activities and resources made available on Blackboard
	Prerequisites of the module
	Credits and notional hours relevant to the module

	<p>Face-to-face contact sessions</p>
	<p>Activities to be completed individually (preparation). You may still ask for feedback from your tutor or lecturer when you encounter aspects that you have difficulty with</p>
	<p>A quiz – usually made available for self-assessment on Blackboard</p>
	<p>Unit-specific content for the module</p>
	<p>The resources to be consulted (such as the textbook, additional reading material, etc.)</p>
	<p>The roadmap that contextualises (puts into perspective) the different pieces of information in the module</p>
	<p>An important reminder/caution from your lecturer</p>
	<p>Assessment questions and opportunities</p>

	Unit-specific assessment criteria
	A learning unit
	Learning unit outcomes for a specific unit
	Purpose of the learning unit



1. WELCOMING

Dear student,

Welcome to [please add module code]. This module focuses on [please add module name] and is presented in the Department of [please add name of Department].

[Please add a brief word of welcome to the students].

It is the responsibility of all students to ensure that they obtain all the information in connection with this module. This information will be made available during formal lectures and tutorial sessions; on Blackboard; on the notice boards of the Faculty of Law; and in the Faculty of Law Rulebook. Attendance of all formal classes is compulsory. Please note that only registered students will be allowed to attend the contact sessions of this module.



2. MODULE OBJECTIVE

The module currently forms part of the [please add relevant qualification(s)], and is taken in the [please add the relevant year(s) of study] year of study. The purpose of [please add module code] is to [please add the main objective]. To achieve the purpose, use is made of formal lecturers, audio-visual media, textbooks, casebooks, discussions of court decisions, articles, self-study and tasks [please add if any other additional methods are applied].



3. MODULE OUTCOMES

After successful completion of this module, you should be able to:

- [Please add module outcomes reflected in Faculty of Law Rulebook in here]
- [Please add module outcomes reflected in Faculty of Law Rulebook in here]
- [Please add module outcomes reflected in Faculty of Law Rulebook in here]
- [Please add module outcomes reflected in Faculty of Law Rulebook in here]

- [Please add module outcomes reflected in Faculty of Law Rulebook in here]



4. LEARNING UNITS

In addressing the module outcomes above, the following learning units will be covered in this module:

Learning unit 1: [Please add name of learning unit]

Learning unit 2: [Please add name of learning unit]

Learning unit 3: [Please add name of learning unit]

Learning unit 4: [Please add name of learning unit]

Learning unit 5: [Please add name of learning unit]



5. PREREQUISITES

Students must have successfully completed [please add module code/s] before they can register for [please add module code]. Please consult the faculty yearbook for more information.



6. CREDITS AND NOTIONAL LEARNING HOURS

'Notional learning hours' indicate the amount of learning time taken by the 'average' student to achieve the specified learning outcomes of the course unit or programme. This includes all learning relevant to achieving the learning outcomes, e.g., directed study, essential practical work, group work, private study, preparation and assessment.

This module has [number of credits] credits, which implies that [number of credits x 10] notional hours of learning are expected from students.



7. STUDY MATERIAL

- The prescribed textbook in this module is: **[please insert reference of textbook]**
- In addition to the textbook, other study material will also be used as part of the teaching and learning in this module. This material and activities will be made available on Blackboard throughout the semester. It is students' responsibility to ensure that they obtain and prepare all reading material for this module in time.



8. ASSESSMENT

8.1. ASSESSMENT BREAKDOWN

If you are a Varsity College or Bloemfontein on-campus student, your module mark (predicate) will be calculated as follows:

[Please add information in table format, see example below.]

ASSESSMENT	TYPE (E.G. WRITTEN/ORAL/PRACTICAL)	CONTRIBUTION TO MODULE MARK
Test 1		
Test 2		
Test 3		
Assignment 1		
Assignment 2		
Blackboard activities		
Class activities and participation		

If you are an e-learning student, your module mark (predicate) will be calculated as follows:

[Please add information in table format, see example below.]

ASSESSMENT	TYPE (E.G. WRITTEN/ORAL/PRACTICAL)	CONTRIBUTION TO MODULE MARK
Test 1		
Test 2		
Test 3		
Assignment 1		
Assignment 2		
Blackboard activities		
Class activities and participation		

8.2. TESTS

Please consult the test timetable of the Faculty of Law for the dates, venues and time schedule for tests. The test timetable is available on Blackboard and the notice boards of the Faculty of Law. E-learning students need to consult the e-learning prospectus that is available on Blackboard.

Please refer to the Faculty of Law Test Policy for Undergraduate Modules that is available in the Faculty Guide and the Faculty of Law Rulebook.

8.3. ASSIGNMENTS

Please refer to the Faculty Guide for more information about the requirements regarding to assignments.

8.4. PROMOTION

The UFS promotion system does not apply to any of the modules presented in the Faculty of Law.

8.5. CALCULATION OF THE FINAL MARK

Your final mark for this module will be calculated as follows:

- a) [Please add the percentage] of the module mark plus [please add the percentage] of the examination mark; or
- b) [Please add the percentage] of the module mark plus [please add the percentage] of the examination mark in the case of e-learning.

8.6. PASSING THE MODULE

A student should obtain a final mark of 50% or more in order to pass this module. In addition, a sub-minimum examination mark of 40% is required.



9. UPDATING OF MODULE INFORMATION AND RESOURCES

The module schedule and learning unit content, either orally or in writing, can be updated or modified at any time by the lecturer. It is the responsibility of students enrolled in this module to stay up to date with the schedule and curriculum. An announcement of this type can be given in face-to-face class sessions or communicated on Blackboard. It is recommend that students check Blackboard daily to keep up to date with the latest developments in this module. Any work discussed during contact sessions can be used for assessment purposes.



10. LEARNING UNIT GUIDE (EXAMPLE: UNIT 1)



10.1. UNIT OVERVIEW

[Please add a brief explanation of the purpose and scope of the unit, as well as an explanation of how the particular unit in the module relates to the other units in the module.]

If relevant, a concept map of the key concepts or a unit overview map can be used. The purpose of the concept map is to explain to students the most important terminology and concepts within the unit in a simple and understandable fashion. This will help students in their preparation before coming to class.



10.2. LEARNING OUTCOMES

[Please add the learning outcomes of the unit (learning outcomes should reflect action words that are aligned with the applicable HEQF level descriptors) and an indication of how many hours students will need to spend on this unit.]

Learning outcomes and assessment criteria should be aligned.



10.3. UNIT-SPECIFIC STUDY MATERIAL

[Please add the unit] consists of specific preparation material and content material that will assist each student in understanding the key concepts of this unit. It is the responsibility of each student to ensure that he/she familiarises him/herself with unit-specific study material.



10.3.1. PREPARATION MATERIAL

[Please add a description of the preparation material students will need to work through before class (e.g. reading material, web links, audio files or video files etc.).]



10.3.2. CONTENT MATERIAL

The following material needs to be studied in this learning unit:

- [Please add page numbers of the prescribed textbook]
- [Please add the reference of additional compulsory reading material if applicable]

Diligent students who wish to make a deeper study than is required for examination purposes may wish to consult the following material:

- [Please add the reference of voluntary additional reading material if applicable]



10.4. LEARNING AND ASSESSMENT ACTIVITIES

You will be assessed on the contents of this learning unit during the following assessment opportunities:

[Please add a description of the learning and assessments activities to be completed within this unit in table format, see example below]

ASSESSMENT	TYPE (E.G. WRITTEN/ORAL/PRACTICAL)	APPLICABLE TO THIS UNIT
Test 1	[e.g. Written test]	[* or ✓]
Test 2	[e.g. Written test]	[* or ✓]
Test 3		[* or ✓]
Assignment 1		[* or ✓]
Assignment 2		[* or ✓]
Blackboard activities	[e.g. Online quizzes]	[* or ✓]
Class activities and participation		[* or ✓]
Examination		[* or ✓]



10.5. QUESTIONS TO CONSIDER IN THIS UNIT

[Please add a list of typical examination and test questions.]



12. APPENDIX A: EXAMPLE OF A MODULE JOURNEY MAP

