**Pre-placement modules using non-course modules**

Having students enrolled on a Canvas module before their placement provides a useful repository for materials and for communication. Currently, our ‘official’ Canvas placement modules are populated at the end of September and this may be after placements have commenced. A workaround is to set up a non-course module and invite students to enrol on it via a weblink. An example is the Natural Sciences Pre-Placement (2018-19) non-course module:

<https://canvas.ljmu.ac.uk/enroll/A9XCLT>

You can request that the Teaching and Learning Academy set up a non-course module for your placements through [HelpMe](https://helpme.ljmu.ac.uk/#dashboard) (on the desktop) by selecting Fix it! Enter Canvas as the subject line and include the name that you want to give to the module. HelpMe will reply with an enrolment link, like the one above.

***CareerSmart: Experience***

A pre-placement module provides a natural home for the University’s CareerSmart: Experience resource. Building on CareerSmart: Explore from Level 4, this online learning unit includes video, interactions and links to external resources. It is a student-centred resource, featuring LJMU students discussing their experiences, and aims to raise awareness of the value of work experience.

The content covers:

* What is work experience? Introducing the range of opportunities eg WBL, part time work, internships, volunteering, work shadowing, international opportunities
* Why is it important? Skill development, networking, sector insight - ‘reality check’, references
* How do you get it? addressing barriers – step by step action plan, how to make contact with employers, looking for experience in sectors with limited opportunities, organisational awareness research, CV, personal statement writing, LinkedIn, interviews
* How do you make the most of it? - employer expectations, making a good impression, professional behaviour, identifying development opportunities

You can see a generic version by enrolling on the module here: <https://www.ljmu.ac.uk/careers/careersmart>

If you would like the resource added to your pre-placement Canvas modules, email Colette Ashbrook C.Ashbrook@ljmu.ac.uk with the code for your pre-placement module.

Phil Denton

Associate Dean Education

25/6/19

Acknowledgement: Colette Ashbrook, Careers Team