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### ELECTIVE PROPOSAL

### Elective Proposal Form



**ELECTIVE PROPOSAL FORM**

If you have any queries when completing this form, please contact the Elective Planning Group Secretary, Heather Daly – hdaly@london.edu

**This form should be completed with reference to the Elective Proposal Procedure and Guidance.**

**1a. COURSE TITLE:**

Please outline the suggested title for the proposed course.

**1b. Subject Area(s)**

1. **RATIONALE:**

Please give a rationale for the proposed course, including how it fits with the defined elective portfolio purpose and the School’s vision, which students it might be the most beneficial for (e.g. career path, concentration, etc.), specific skills and frameworks that would support career and employment perspectives, appeal to potential employers, etc.

1. **FACULTY BIO**

1. **COURSE SUMMARY**

This course is aimed at which students:

1. **LEARNING OUTCOMES**

On successful completion of this course, students will be able to:

*
*
*
*
*
1. **ASSESSMENT**

**6a. Assessment Overview**

Please specify below exactly the nature of the requirements for successful completion of the course, specifying:

* length of written assessments (word count)
* length in time of exams
* whether closed or open book
* timing in the course schedule (e.g. completion during or after completion of the course)
* please indicate the weighting of each – i.e. proportion of final grade (mindful of the regulations)

Individual assessment:

(please note that the 50% of the overall assessemnt should be based on individual performance)

Group assessment:

Class participation (specify method & reliability checks):

(please note that participation should not to exceed 20% of the total and individually assessed components must be at least 50% of total final grade)

**6b. Assessment and Learning Outcomes**

Please explain in a sentence or two how this assessment regime is related to the learning objectives, as specified above (this could indicated the content or focus of the assessment method).

**6c. Minimum requirements to pass this course**:

**In order to successfully pass the course, students must achieve the following:**

* a minimum of 50% overall; and
* a minimum of 50% across the weighted average of individual component/s excluding class participation.
* Satisfy any attendance requirements where applicable

**6d. Are there any other additional requirements to pass the course beyond the minimum?**

1. **READING LIST AND COURSE MATERIALS**

**7a. Reading List**

Please give an outline of indicative texts that might be included on the reading list.

**7b. Case Studies and Course Materials**

With regards to case studies and course materials, please give a general breakdown of the proportions from different regions (ex. North America, Europe, Africa, Latin America, India, China or Asia).

1. **TEACHING METHODS**

Teaching/contact hours:

Suggested independent study hours:

The following teaching methods will be used on this course:

Lecture(s) [ ]

Guest Speaker(s) [ ]

Seminar(s) [ ]

External Visit(s) [ ]

Project(s) [ ]

Other (please specify below) [ ]

**8a. Guest Speakers**

Please give details for any guest speakers, external visits or projects involved in the course.

1. **COURSE STRUCTURE**

Please outline the course structure, including session titles, and indicative workload in terms of cases and pre-reading. Please note that in block week formats most course reading should be required as pre-reading.

**10. PEDAGOGIC INNOVATION**

Is there any pedagogic innovation in the course? If so, please provide details.

1. **EMPLOYMENT LINKS:**

Please give information on the extent of any potential links with companies/practitioners.

1. **FORMAT:**

Please list the format(s) in which the course could be taught (weekly sessions (full-time friendly), block week, modular (part-time format).

**13. RESOURCES:**

Please give any information on potential resourcing implications for this course, including any additional costs, timetabling requirements, IT requirements, etc.

1. **OTHER**

1. **CHECKLIST:**
2. Has your Subject Area Chair reviewed and approved your proposal, including the course outline template?

Yes [ ]

No [ ]

If no, please give further details:

1. To the best of your knowledge, is there a similar course already available to students within the School?

Yes [ ]

No [ ]

If yes, please give further details:

1. Is the proposed course to be offered in conjunction with a partner institution? If yes, the course would be subject to final ratification by the relevant partnership board.

Yes [ ]

No [ ]

If yes, please give further details:

1. **SIGNATURE:**

**Name**:

**Date**: