

## Programme Specification

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### Pre-sessional LLM Online Programme Academic Year: (Summer only) 2020

Awarding Institution	University of Southampton
Teaching Institution	University of Southampton [full-time]
Mode of study	6 weeks of full-time study
Duration in years	Not applicable
Accreditation details	Not applicable
Final award	Not applicable
Name of award	Not applicable
Interim Exit awards	Not applicable
FHEQ level of final award	Not applicable
UCAS code	Not applicable
QAA Subject Benchmark or other external reference	Not applicable
Programme Leads	Jonathan W. Leader, Programme Leader Pre-sessional LLM
Date specification was written	30/05/2020
Date Programme was validated	02/06/2020
Date specification last updated	N/A

### Programme Overview

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The Pre-sessional LLM online Programme is designed for international students about to embark on an LLM (Master of Laws), who need to improve their language skills as a condition of entry to the University of Southampton, or who have already met the English language conditions for entry to the University, but who want to find out more about the use of English for Law in an academic setting and the expectations of academic life in the UK.

The Pre-sessional LLM online (6 weeks) programme will help you to:

- consolidate and extend your existing English language knowledge and skills in order to facilitate postgraduate academic legal study and research at a British university
- develop the academic legal study skills required for study in higher education in the UK and to familiarise yourself with learning and teaching strategies in Law in the UK
- help you engage with the University, its structures, services and people
- give you a chance to familiarise yourself with the British academic environment before starting your programme of academic study at the University of Southampton

Students who successfully complete Pre-sessional LLM online programme with the minimum English level requirements (stated in your conditional offer from your admitting Faculty Recruitment and Admissions Team), will have met the English language requirements of the University of Southampton.

### Special Features of the programme

To aid your learning, Pre-sessional LLM online programme includes weekly independent learning activities and academic advising sessions. These features of the programme have been recognised

as particular strengths by our external examiners. You will also view weekly lectures on subjects of academic interest, which are delivered by guest speakers from across the University's academic community.

## Learning and teaching

The Pre-session LLM online programme consists of four core modules: Academic Reading, Academic Writing, Academic Listening, and Academic Speaking. You also complete Independent Learning tasks to further develop the critical thinking and study skills necessary to succeed at the University. You will view weekly law lectures given by law lecturers from the law department, and have tutorials with your tutors in which you receive feedback on your learning to help you to further develop your language and academic skills.

You will have approximately 20 University hours per week interacting with Pre-session academic staff and/or teaching materials, including live taught sessions, live tutorials, live feedback and small group interactions and a range of recorded material and study tasks. In addition, because this is an academic programme, you will also be expected to carry out further independent study and complete programme assessments.

### Learning activities include:

- academic writing tasks e.g. two types of written assignment set by Law lecturers (the discussion essay and problem question); preparing case summaries
- academic reading tasks e.g. reading cases, journal articles, statutes
- academic oral interactions, online discussion work, online debates and online oral presentations on legal topics
- pronunciation practice
- grammar and vocabulary work
- academic listening and note-taking activities e.g. from lectures or recorded sources
- online information gathering activities i.e. research
- one-to-one tutorials
- completing online learning materials
- IT skills for law including an introduction to electronic law resources

## Assessment

You will complete a number of formative and summative assessments for the Academic Reading, Academic Writing, Academic Listening and Academic Speaking modules, which are designed to prepare you for study on the LLM. Examples of assessments include discuss/problem essays, writing case summaries, writing up notes from lectures, online oral presentations and timed online tasks.

The summative assessments in each module provide the final module mark. Please see the table below for how the assessment is weighted:

Assessment method	% contribution to final mark
Writing	40%
Reading	20%
Listening	20%
Speaking	20%

## Assessment type

The assessments you undertake are shown in the table below. Formative assessment refers to those assessments for which you will receive feedback and summative assessments count towards your final mark; we also provide feedback on your summative coursework.

Skill (% of final mark)	Assessment
<b>Reading (20%)</b>	<p><u>Formative</u>: 3 case summaries: the best mark of these becomes a summative mark and contributes to the final mark</p> <p><u>Summative</u>: Best mark out of the 3 case summaries - 100%</p>
<b>Writing (40%)</b>	<p><u>Formative/Summative</u> Initial Writing Task (1hr completed in class) Ongoing short written homework exercises Mid-course reading and writing task</p> <p><u>Summative</u> Best mark out of 'Discuss' and 'Problem' essay - (50% of 40%) 'Discuss' essay 'Problem' question Final Timed online task - (50% of 40%)</p> <p><i>Writing accounts for 40% of your overall final mark, double that of the other modules, since this is the main (but not the only) form of assessment on the LLM. However, the writing tasks incorporate aspects of reading and listening, since sources must be assimilated into the written answers.</i></p>
<b>Listening (20%)</b>	<p><u>Formative</u> 3 sets of lecture notes and a written-up version of notes Mid-course task</p> <p><u>Summative</u> Best mark for a set of lecture notes and written-up version of notes - 50% Final Timed online task - 50%</p>
<b>Speaking (20%)</b>	<p><u>Formative</u> 1 individual presentation</p> <p><u>Summative</u> 1 individual 'presentation and discussion' - 50% Small group interactions skills (assessed throughout the programme) - 50%</p>
<b>Overall Mark (100%)</b>	<p><i>Your marks for the summative assessments are combined to give you your final percentage mark for your overall ability in reading, writing, listening and speaking.</i></p>

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**Please note:** As a research-led University, we undertake a continuous review of our programmes to ensure quality enhancement and to manage our resources. As a result, this programme may be revised during a student's period of registration; however, any revision will be balanced against

the requirement that the student should receive the educational service expected. Please read our [Disclaimer](#) to see why, when and how changes may be made to a student's programme.

Programmes and major changes to programmes are approved through the University's programme validation process which is described in the University's Quality handbook.

## **Educational Aims of the Programme**

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The aims of this Pre-sessional LLM online programme are to:

- consolidate and extend previous English language knowledge and skills in order to facilitate post-graduate academic legal study and research at a British university
- develop the academic legal study skills required for study in higher education in the UK and to familiarise yourself with learning and teaching strategies in Law in the UK
- enable you to familiarise yourself with the British academic environment before starting your programme of academic study at the University of Southampton

## **Programme Learning Outcomes**

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### **Knowledge and Understanding**

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Having successfully completed this programme you will be able to demonstrate knowledge and understanding of:

A1. The relevant conventions followed in legal academic English (both written and spoken) e.g. Oscola referencing

A2. What is expected of a student in British higher education, especially in terms of approach to studying and learning e.g. active and independent learning

A3. How to efficiently locate and use reliable sources appropriate for law, both online and from the Hartley Library e.g. use of law reports/cases

A4. How to read texts such as journal articles and cases in which writers adopt particular attitudes or viewpoints

A5. How academic legal texts are coherently constructed and formatted e.g. cases and statutes

A6. How to read efficiently in order to construct meaning from complex texts and documents e.g. skimming and scanning to find the ratio and obiter of a case

A7. How to construct academic legal essay types i.e. discuss essays and problem questions, which involves the use of sources

A8. How to write clear, detailed text supporting your points with appropriate legal sources of information e.g. in text citation

A9. How to identify the structure of lectures and produce well-structured presentations e.g. introduction

A11. How to identify the main and supporting points in lectures e.g. signposting language, discourse markers

A12. How to process extended speech and follow fairly complex lines of argument

A13. How to take an active part in discussions and to sustain a point of view e.g. seminars and debates

A14. How to deliver academic presentations e.g. preparation, structure, flow.

### ***Teaching and Learning Methods***

The Pre-sessional LLM online programme is an integrated programme in which skills / modules are taught together as they are rarely used in isolation. Your online sessions therefore focus on academic reading and writing (with your class tutor) and listening and speaking (with your listening and speaking tutor).

Your knowledge and understanding are further enhanced through communicative teaching activities such as online small group interactions, online presentations, online guided independent study and the preparation for written assignments. You will also be able to view weekly online law lectures, and all modules use online material.

Depending on the assessment type, written, group and tutorial feedback will be provided to enable you to identify your strengths and weaknesses, and continue to develop your language and academic skills effectively. Tutors give extensive guidance, and law lecturers give pre-lecture reading lists and recommendations of reference and source materials for essays. You will learn to take more responsibility for your own learning as you move through the programme.

### ***Assessment methods***

Your knowledge and understanding will be assessed in a variety of ways, which include timed online tasks and coursework. Timed online tasks assess your ability to apply your knowledge and understanding, often asking you to present an argument within a limited period. Coursework may include tasks such as essays, class presentations, and preparing for online taught sessions. These tasks test your ability to apply your knowledge and understanding of academic language and study skills, and to construct an in-depth argument over a much longer period.

### **Subject Specific Intellectual and Research Skills**

Having successfully completed this programme you will be able to:

- B1. Recognise and understand legal and academic vocabulary
- B2. Identify appropriate sources of information for law
- B3. Locate resources for law online
- B4. Interpret and analyse a range of information from different sources such as cases, statutes and journals
- B5. Extract, paraphrase and synthesise key information from written and spoken sources, in particular key information such as the ratio in cases.
- B6. Present reasoned and structured arguments, both orally and in written form
- B7. Express facts, concepts and arguments clearly using appropriate language
- B8. Understand and present detailed legal reasoning.

### ***Teaching and Learning Methods***

The structure and content of the Pre-sessional LLM online programme gives you the opportunity to develop a range of cognitive skills as you are introduced to the academic rigours of higher education in the UK. From the outset of the programme, cognitive skills are developed in communicative online interactions including small group interactions with other students, presentations, debates and discussions. Lectures you view will develop the skills of processing and

summarising information (internally and through note-taking and discussion). Critical thinking skills will be developed as you learn how to recognise subjectivity, legal reasoning, analyse arguments objectively and to apply these skills in your own work. You further develop cognitive skills through researching and writing essays throughout the programme.

Depending on the assignment type, written feedback, oral in-class feedback and tutorial feedback is given to help you to identify any gaps in your cognitive skills. This allows you to develop your skills effectively by building on your strengths and addressing weaknesses or gaps in conveying subject specific knowledge or processing relevant research.

### ***Assessment methods***

Assessment methods include online academic tasks (formative and summative) and online coursework (formative and summative). Timed tasks, whether written or oral, are designed to test your overall thinking skills in conditions where time and support for reflection are limited, as often in real life. Coursework assessment provides formative and summative testing against the intended learning outcomes of the module concerned.

Assessment tasks are directly related to learning outcomes of modules and integrate critical thinking skills with language knowledge outcomes. For example, a presentation and discussion on a legal topic tests your ability to think through and organise your material in preparation, and to 'think on your feet' under questioning, as well as testing your legal knowledge, interactive skills, strategic competence, and your linguistic accuracy and fluency.

## **Transferable and Generic Skills**

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Having successfully completed this programme you will be able to:

- C1. Produce writing in appropriate academic genres and follow required conventions, including referencing
- C2. Employ a range of general and academic vocabulary appropriately
- C3. Apply a range of reading strategies to help you to read efficiently
- C4. Listen to, understand and take notes in lectures
- C5. Actively participate in small online discussions and tutorials
- C6. Prepare and deliver oral presentations, both individually and as part of a group
- C7. Work as a member of a team by cooperating with others, negotiating, listening to others in a group, sharing responsibilities & tasks and meeting deadlines
- C8. Adhere to guidelines and meet relevant deadlines
- C9. Set and monitor individual goals, reflect on your own learning and feedback, and have the confidence to seek help when needed
- C10. Use ICT to produce documents and other material using a computer.

## **Disciplinary Specific Learning Outcomes**

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- D1. Recognise and understand legal and academic vocabulary
- D2. Know how to use some key legal terminology

- D3. Identify appropriate sources of information for law
- D4. Locate resources for law online
- D5. Interpret and analyse a range of information from different sources such as cases, statutes and journals
- D6. Recognise and analyse the structure and format of legal documentation
- D7. Employ appropriate strategies and skills to construct meaning from complex texts and legal documents
- D8. Extract, paraphrase and synthesise key information from written and spoken sources, in particular key information such as the legal reasoning in cases.
- D9. Understand and present detailed legal reasoning, both orally and in written form

## Programme Structure

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### Typical course content

The Pre-sessional LLM online programme consists of the four modules of Academic Reading, Writing, Listening and Speaking. You also engage in independent learning activities to further develop critical thinking and study skills necessary to succeed at the University. You will be able to view weekly law lectures and have weekly online tutorials with your tutors to receive feedback on your learning and to help you further develop your skills.

#### Pre-sessional LLM Modules

Module Code	Module Title
PRES0013	Academic Listening (Pre-sessional LLM)
PRES0014	Academic Reading (Pre-sessional LLM)
PRES0015	Academic Speaking (Pre-sessional LLM)
PRES0016	Academic Writing (Pre-sessional LLM)

### Support for student learning

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There are facilities and services to support your learning some of which are accessible to students across the University and some of which will be geared more particularly to students in your Faculty or discipline area.

The University provides:

- library resources, including e-books, on-line journals and databases, which are comprehensive and up to date; together with assistance from Library staff to enable you to make the best use of these resources
- computer accounts which will connect you to a number of learning technologies for example, the Blackboard virtual learning environment (which facilitates online learning and access to specific learning resources)
- standard online tools such as Email, secure filestore and calendars.
- access to key information through the MySouthampton Student Mobile Portal which delivers timetables, Module information, Locations, Tutor details and Library account.

- IT support through a comprehensive website.
- Enabling Services offering support services and resources via a triage model to access crisis management, mental health support and counselling.
- the Student Services Centre (SSC) to assist you with a range of general enquiries

The Students' Union provides:

- an Advice Centre offering free and confidential advice including support if you need to make an academic appeal

Associated with your programme, you will be able to access:

- Experienced academic tutors
- On-line course materials via Virtual Learning Environment (Blackboard)
- Dedicated administrative staff for administrative queries.

## Methods for evaluating the quality of teaching and learning

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You will have the opportunity to have your say on the quality of the programme in the following ways:

- completing online student evaluation questionnaires at the end of the programme
- completing a feedback questionnaire sent by the Students' Union

The ways in which the quality of your programme is checked, both inside and outside the University, are:

- regular module and programme reports which are monitored by the Faculty
- Programme validation, normally every five years.
- external examiners, who produce an annual report
- a national Research Assessment Exercise (our research activity contributes directly to the quality of your learning experience)
- Institutional Review by the Quality Assurance Agency

## Criteria for Admission

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The minimum Pre-session LLM entry requirements are a 6.5 IELTS with a 5.5 in each skill. Please contact our Admissions Team for advice on your entry requirements.

## Career Opportunities

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The communication and research skills you will develop on Pre-session LLM online are highly transferable. The increased ability to work with peers, express ideas and understand complex language should mean that future career opportunities will be enhanced.

## External Examiners for the programme

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<p><b>Name</b> Mr Richard Hitchcock  <b>Institution</b> University of Portsmouth</p>	<p><b>Name:</b> Ms Norlene Conway  <b>Institution:</b> University of London</p>
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Students must not contact External Examiners directly, and external examiners have been advised to refer any such communications back to the University. Students should raise any general queries about the assessment and examination process for the programme with their Course



Representative, for consideration through Staff: Student Liaison Committee in the first instance, and Student representatives on Staff: Student Liaison Committees will have the opportunity to consider external examiners' reports as part of the University's quality assurance process.

External examiners do not have a direct role in determining results for individual students, and students wishing to discuss their own performance in assessment should contact their personal tutor in the first instance.

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**Please note:** This specification provides a concise summary of the main features of the programme and the learning outcomes that a typical student might reasonably be expected to achieve and demonstrate if s/he takes full advantage of the learning opportunities that are provided. More detailed information can be found in the programme handbook (or other appropriate guide) or online at:

[http://www.southampton.ac.uk/humanities/international/language\\_support/presess.page](http://www.southampton.ac.uk/humanities/international/language_support/presess.page)

## Appendix:

### Additional Costs

Students are responsible for meeting the cost of essential textbooks, and of producing such essays, assignments, laboratory reports and dissertations as are required to fulfil the academic requirements for each programme of study. In addition to this, students registered for this programme typically also have to pay for the items listed in the table below.

Please also ensure you read the section on additional costs in the University's Fees, Charges and Expenses Regulations in the University Calendar available at [www.calendar.soton.ac.uk](http://www.calendar.soton.ac.uk).

Main Item	Sub-section	PROGRAMME SPECIFIC COSTS
<b>IT equipment</b>		All students will need a broadband connection and must be able to access learning materials and online taught sessions. You must also be able to record and upload personal video recordings and complete and submit written assessments online. As a minimum, we recommend that you use a personal computer (e.g. laptop) using a full keyboard.
<b>Stationery</b>		You will be expected to provide your own day-to-day stationery items, e.g. pens, pencils, notebooks, etc. We do not expect any further stationery costs.