

**SEN – SRN Conversion Course**  
**Course 23**  
**Study Skills Module**  
**Assessment**

The assessment will be conducted in two sections: an essay and a presentation.

- Students need to divide in groups of not more than four-five students in each group.
- You are expected to work in groups. Your personal input will be judged during the group presentation.

**1. Essay**

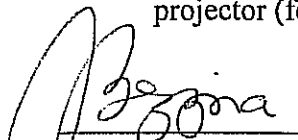
**Title:**

Identify a problem within your workplace. In a 3000 word essay, explain how you would deal with this problem. You are expected to use the problem solving cycle in the process.

- It is important to involve members of staff in the brainstorming session in the first part of the process where you need to develop various solutions to the identified problem.
- You are expected to develop an action plan of how you propose to solve the problem and mention methods used for the implementation and evaluation stages.
- The essay should be handed in by not later than Friday, 9<sup>th</sup> December 2011 to Mr Vincent Saliba.

**2. Presentation**

- Each group will have to deliver a presentation on the essay mentioned above, outlining the methods used during the whole process i.e. from the identification of the problem till the evaluation stage.
- Each member of the group is expected to give a 6 minute presentation of the section/sections of the essay. Therefore, each group will have between 25-30 minutes at their disposal.
- Details about the date and location when and where the presentations will be held will be given at a later stage.
- An overhead projector (for slide transparencies), a computer and an in-focus projector (for Power-Point presentations) will be availed.

  
Emmanuel Bezzina  
Subject Coordinator