

**City University of Hong Kong
Course Syllabus**

**offered by School of Creative Media
with effect from Semester A 2024/25**

Part I Course Overview

| | |
|--|------------------------------|
| Course Title: | Professional Practice |
| Course Code: | SM8405A |
| Course Duration: | One semester |
| Credit Units: | 3 |
| Level: | R8 |
| Medium of Instruction: | English |
| Medium of Assessment: | English |
| Prerequisites: <i>(Course Code and Title)</i> | Nil |
| Precursors: <i>(Course Code and Title)</i> | Nil |
| Equivalent Courses: <i>(Course Code and Title)</i> | Nil |
| Exclusive Courses: <i>(Course Code and Title)</i> | Nil |

Part II Course Details

1. Abstract

This course will help doctoral students to prepare for professional paths after graduation. Students will craft a portfolio, including cover letter, CV, sample publication, and presentation. Students will also improve their communication and interview skills through practice.

2. Course Intended Learning Outcomes (CILOs)

| No. | CILOs | Weighting (if applicable) | Discovery-enriched curriculum related learning outcomes | | |
|-----|---|------------------------------|---|----|----|
| | | | A1 | A2 | A3 |
| 1. | Prepare for professional paths after graduation | 100% | ✓ | ✓ | ✓ |

A1: Attitude

Develop an attitude of discovery/innovation/creativity, as demonstrated by students possessing a strong sense of curiosity, asking questions actively, challenging assumptions or engaging in inquiry together with teachers.

A2: Ability

Develop the ability/skill needed to discover/innovate/create, as demonstrated by students possessing critical thinking skills to assess ideas, acquiring research skills, synthesizing knowledge across disciplines or applying academic knowledge to real-life problems.

A3: Accomplishments

Demonstrate accomplishment of discovery/innovation/creativity through producing /constructing creative works/new artefacts, effective solutions to real-life problems or new processes.

3. Learning and Teaching Activities (LTAs)

| LTA | Brief Description | CILO No. | Hours/week (if applicable) |
|--|--|----------|----------------------------|
| | | 1 | |
| Craft a portfolio | Students will craft a portfolio, including cover letter, CV, sample publication, and presentation | ✓ | |
| Develop an early career plan | Students will design a 5-year career plan, outlining career goals, the path to achieve the goals, and envision deliverables. | ✓ | |
| Improve communication and interview skills | Students will improve their communication and interview skills through practice | ✓ | |

4. Assessment Tasks/Activities (ATs)

| Assessment Tasks/Activities | CILO No. | Weighting | Remarks |
|--|----------|-----------|---------|
| | 1 | | |
| Continuous Assessment: 100% | | | |
| Portfolio | ✓ | 40% | |
| Early Career Plan | ✓ | 20% | |
| Presentation | ✓ | 20% | |
| Mock interview | ✓ | 20% | |
| Examination: 0% (duration: _____, if applicable) | | 100% | |

5. Assessment Rubrics

Applicable to students admitted before Semester A 2022/23 and in Semester A 2024/25 & thereafter

| Assessment Task | Criterion | Excellent (A+, A, A-) | Good (B+, B, B-) | Fair (C+, C, C-) | Marginal (D) | Failure (F) |
|----------------------|----------------------------|---|--|---------------------|-----------------|----------------|
| 1. Portfolio | Professional and effective | – Succinct and powerful | – Complete and memorable | – Clear | – Adequate | – Inadequate |
| 2. Early Career Plan | Professional and effective | – Thorough – Distinctive – Purposeful – Actionable | – Complete and memorable – Meaningful | – Clear | – Adequate | – Inadequate |
| 2. Presentation | Professional and effective | – Succinct and powerful | – Complete and memorable | – Clear | – Adequate | – Inadequate |
| 3. Mock interview | Professional and effective | – Succinct and powerful | – Complete and memorable | – Clear | – Adequate | – Inadequate |

Applicable to students admitted from Semester A 2022/23 to Summer Term 2024

| Assessment Task | Criterion | Excellent (A+, A, A-) | Good (B+, B) | Marginal (B-, C+, C) | Failure (F) |
|----------------------|----------------------------|---|--------------------------|-------------------------|----------------|
| 1. Portfolio | Professional and effective | – Succinct and powerful | – Complete and memorable | – Adequate | – Inadequate |
| 2. Early Career Plan | Professional and effective | – Thorough – Distinctive – Purposeful – Actionable | – Complete and memorable | – Adequate | – Inadequate |
| 2. Presentation | Professional and effective | – Succinct and powerful | – Complete and memorable | – Adequate | – Inadequate |
| 3. Mock interview | Professional and effective | – Succinct and powerful | – Complete and memorable | – Adequate | – Inadequate |

Part III Other Information

1. Keyword Syllabus

Professional practice

2. Reading List

2.1 Compulsory Readings

| | |
|----|--|
| 1. | <i>TED Talks: The Official TED Guide to Public Speaking (2016).</i> |
| 2. | McCormick, K. and Willcox, L. (2019). Mind the gap: transitioning from doctoral graduates to early career faculty. <i>International Journal of Doctoral Studies</i> , 14, 543-566. |

2.2 Additional Readings

| | |
|----|---|
| 1. | Seldin, P., & Miller, J. E. (2010). <i>The academic portfolio: A practical guide to documenting teaching, research, and service.</i> John Wiley & Sons. |
| 2. | <i>The Chronicle of Higher Education</i> |
| 3. | https://theprofessorisin.com/ |