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Title of Tool
My Employability Development Journey: Learning Gain for students
Category of content (Planning, Delivery, Evaluation)
Deliver: Student Participation
Summary – max. 100 words
Students can find it difficult to see their progress in employability development, particularly if 'employability' is new to them. Using principles of ipsative assessment, students identify their own starting point and set their own goals for their employability development, using a simple model and questions to support reflection. This approach can be used in conjunction with any activity or programme in any mode of delivery.
Learning For/About/Through
Learning Through
Learning Outcome(s)/What is the change expected?
Students will be more self-aware of their employability and how it is developing, and be able to set their own goals for that journey.

In-Person	Online	Hybrid	Small Cohort (<25)	Medium Cohort (25-75)	Large Cohort (>75)	Fixed learning space	Flexible learning space	Synchronous	Asynchronous
X	X	X	X	X	X	X	X	X	X

Core Content

Purpose of this Tool: Students can find it difficult to see their progress in employability development, particularly if 'employability' is new to them. Using principles of ipsative assessment, students identify their own starting point and set their own goals for their employability development, using a simple model and questions to support reflection. This approach can be used in conjunction with any activity or programme in any mode of delivery.

Learning Outcomes: Students will be more self-aware of their employability and how it is developing, and be able to set their own goals for that journey.

To use this Tool you will need:

- The Handout in digital or paper form
- The graphic of the Employability Development Journey

To prepare in advance, you will need to:

- Familiarise yourself with the Employability Development Journey (on the graphic) and the instructions on the Handout.
- Identify an opportunity early in the activity or module when the students will be introduced to the Tool graphic and handout, in particular to identify their starting point on their Employability Development Journey
- Identify an opportunity (preferably more than one) during the activity or module when the students will be able to reflect on their progress
- Identify an opportunity at the end of the activity or module when the students will reflect on their distance travelled and the stage of their Employability Development Journey that they have achieved
- Read the *Learning Gain Notes for Educators* in this section of the Toolkit, to provide context for the way this Tool works

- Consider how you will complete the reflective journey for the students at the end of the activity or module; you can find details of how to do this in the Evaluate section of the toolkit, in *Feedback from Students – Revisiting the Employability Development Journey* which is based on the same material as this tool
- You may also like to review the pdf *Understanding barriers to students' employability development* to understand more about why and how students may experience barriers to engaging with employability and its development

To prepare the students in advance, you may wish to:

- Decide how you are going to introduce the idea of 'employability' to students, and particularly that it will be developed through their curriculum learning
- Decide whether to use the Tool graphic as part of this introduction
- The steps for using this Tool are on the Handout.

Step by step approach:

- At the beginning of the activity or at the start of your module, introduce the students to the Employability Development Journey graphic and share with them the Handout
- Ask the students to complete steps 1 and 2 on the Handout: *Where am I starting?* and *Where am I going?*
- Reassure the students that they are not being assessed on whether they achieve the goal they set or not; setting goals for their employability development helps them identify what they want to achieve, and helps them recognise their progress in developing their employability, whether that is through this curriculum learning, or across the many other things they do in your academic learning and beyond.
- Create specific opportunities for the students to reflect on their progress along their journey.
    - You can use the questions on the Handout to structure this reflective activity
    - They can do this independently, with peers, within or beyond the structured academic learning
    - You can encourage them to identify intermediate stages on their Employability Development Journey that they have achieved on the way to their goal
    - You can provide ideas and suggestions about how they can use their learning so far to continue with their journey
    - You can work with your careers service to identify
    - Engage positively and constructively in conversations about barriers that the students may be experiencing
- Towards the end of the activity or module, create an opportunity for the students to reflect on what stage of the Employability Development Journey they have reached. You can use the materials in the Evaluate section of the toolkit, in *Feedback from Students – Revisiting the Employability Development Journey*
    - Remind them that they are not being assessed on whether they have met this goal or not
    - How does their current stage on the Journey relate to the initial goal they set themselves at the start?
    - What have they reflected on during their Journey in this module?
    - What other employability development do they think they have made through other curriculum and extra-curricular experiences?
    - Reassure them that employability is something they are developing all the time, through academic learning and all the other things they do, now and throughout their future working lives

o Propose to them that keeping these goals in mind can be helpful as their careers and working lives develop
Graphic - what image is being associated with this tool, if applicable
Employability Development Journey LG Tool Graphic Understanding Barriers to Students' Employability Development (optional)
Links to Relevant Resources (both within the toolkit and outside)
In this Toolkit: DELIVER: Student Participation   *Learning Gain Employability Development Journey Handout*   *Employability Development Journey LG Tool Graphic*   *Learning Gain Notes for Educators*   *Understanding Barriers to Students' Employability Engagement*   In this Toolkit: EVALUATE: Feedback from Students – Revisiting My Employability Development Journey