**Designing Futures University Skills Passport (USP) - Skills in Curriculum Setup Form**

Thank you for engaging with the Designing Futures USP - University Skills Passport. This form will determine the eligibility of your activity for inclusion on the Designing Futures USP - University Skills Passport. You are required to fill out one form for each badge that you would like to award. Typically, one module would be associated with one badge. It will capture the basic data required to set up your activity on our central student record system and to set up the credentials that you choose to award your students on completion of your activity (Digital Badge / University Skills Passport Transcript).

Should you wish to change the setup outside of the annual review process please email [USP@universityofgalway.ie](mailto:designingfutures@universityofgalway.ie).

1. **Module code**

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1. **Title:**

#### (Note: This title will appear on the credential awarded and on the University Skills Passport transcript) Standard Naming Convention: Skills – Module Name

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1. **Module Owner contact Details:**

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| **Name:** |
| **Email:** |
| **Phone:** |

1. **Hosting Department**

Please specify the disciplines(s) linked to this module on Akari

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1. “**Contact Us” Email address**

(Email Correspondence from students enquiring about your award will be directed to this address)

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| **“Contact us” Email:** |

1. **Description of Activity**

Please provide a brief description of your module. This description will be recorded on the metadata associated with the digital badge. Th**is should explain to a student and an external partner what the badge is about and what a student has completed in order to achieve the badge (i.e., badge criteria: Attendance, Written reflection, presentation etc,)**

**Recommended text length: 150 words**

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1. **Target Cohort**

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| --- | --- |
| Undergraduate | Yes |
| Postgraduate | Yes |
| All | Yes |

1. **Duration of the Activity**:

Duration that the activity typically spans (e.g., X weeks, Semester 1, Semester 2, yearlong)

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1. **Time Commitment in Hours (Min)**

What is the usual time commitment associated with this badge? If a range of hours is likely, please indicate what the minimum time commitment is?

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1. **Verification**

Describe the validation process used to verify that this activity has been satisfactorily completed by the student? (Attendance log, Formal assessment, other)

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1. **Credentialling**

Please select which of the following forms of recognition is pertinent for your activity:

|  |  |
| --- | --- |
| Badge Certificate | **Yes** |
| Capture on USP – University Skills Passport | **Yes** |

1. **Current Activity Visual Identity**

Please include an image of your activity's logo / existing digital badge (If Relevant). Please attach high quality image of png / svg file to email if available

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| Note: We can work with you to generate an image from a university approved template. |

1. **Skills and Dispositions**

* Please select **up to 5** skills and/or dispositions in the Designing Futures Framework that the student developed upon completion of this module.
* For each skill stated please identify at least one specific example of how the student developed this skill/disposition. The example should clearly outline what the student did in this context to develop the skill highlighted. (Reference Sample completed setup form available here)
* The example should be short and concise, 1 – 2 sentences long and phrased in the past tense.
* Please find the Skills Framework and associated examples available for your reference [here.](https://www.universityofgalway.ie/designingfutures/aboutdesigningfutures/frameworkforstudentdevelopment/frameworkforstudentdevelopment/)





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| **Skill / Disposition** | **Skills /Dispositions Description: give specific examples of how this skill/disposition was acquired by undertaking this module:** |
| 1. |  |
| 2, |  |
| 3. |  |
| 4. |  |
| 5. |  |

**Section 12 B**

**OPTIONAL NOT REQUIRED: Domain Specific competencies / Technical Competencies**

If you would like to highlight domain specific competencies / technical competencies that are outside of the skills framework, please list them here.

* You should list the name of the competency and a short description (Max 1 line) only if required.
* The text should be short and concise and phrased in the past tense.
* Note: If you choose to list competencies below you should only capture 4 skills in the skills section above

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| **Domain Specific Competency / Technical Competency list** |
| 1.  2.  3.  4.  5. |