1. **Title of the module**

MACT9530 (MA953) – Communications

1. **School or partner institution which will be responsible for management of the module**

School of Mathematics, Statistics and Actuarial Science

1. **The level of the module (Level 4, Level 5, Level 6 or Level 7)**

Level 7

1. **The number of credits and the ECTS value which the module represents**

15 credits (7.5 ECTS)

1. **Which term(s) the module is to be taught in (or other teaching pattern)**

Autumn and Spring

1. **Prerequisite and co-requisite modules**

None

1. **The programmes of study to which the module contributes**

MSc in Applied Actuarial Science also with an Industrial Placement and International Masters

1. **The intended subject specific learning outcomes.
On successfully completing the module students will be able to:**

8.1 Draft communications relating to actuarial technical material intended to be read by a non-actuary, or by a specified person with technical actuarial skills, to a standard where the drafts would

* be acceptable as final documents without major changes or rewriting, though a moderate number of more minor changes might still be required
* be to a standard which might be appropriate for a newly qualified actuary, rather than a specialist experienced actuary
* convey the most important points clearly and contain no major mis-statements of fact or omissions or unsupported opinion

8.2 Create and perform oral presentations that would

* be to a standard which might be appropriate for a newly qualified actuary, rather than a specialist experienced actuary
* convey the most important points clearly
* be tailored towards the assumed knowledge of the audience
1. **The intended generic learning outcomes.****On successfully completing the module students will be able to:**

9.1 demonstrate skills in the manipulation of actuarial material and an ability for logical argument.

9.2 demonstrate skills in organising information clearly, responding to written sources, presenting information orally and adapting style for different audiences;

9.3 demonstrate understanding the limits and potentialities of arguments based on quantitative information using judgmental skills and working in groups.

1. **A synopsis of the curriculum**

Actuaries deal with complex concepts in multi-disciplinary teams, so it is vital that they can communicate clearly and effectively to a wider audience. This module helps students to develop the ability to present fundamental actuarial ideas and concepts clearly to a wide range of different recipients. Students will be expected to demonstrate effective communication skills using a variety of different media, including PowerPoint slide presentations, and formal/informal letters and e-mails. Exercises are based on real-world commercial situations, and include group exercises.

This module will cover a number of syllabus items set out in Subject CP3 published by the Institute and Faculty of Actuaries. This is a dynamic syllabus, changing regularly to reflect current practice.

1. **Reading list (Indicative list, current at time of publication. Reading lists will be published annually)**

This is primarily a practical module. The majority of the reading will be provided by specific lecture notes, but students should familiarise themselves with relevant financial publications such as the Financial Times, the Economist etc.

Study notes published by the Actuarial Education Company for subject CP3.

1. **Learning and teaching methods**

Total contact hours: 36

Private study hours: 114

Total study hours: 150

1. **Assessment methods**
	1. Main assessment methods

Individual Presentation 15 minutes, approximately 9 minutes for presentation 35%

Group Presentation: Approximately 20 minutes 15%

Written Exercise (invigilated In-class test using computer): 2 hours 50%.

13.2 Reassessment methods

Like-for-like.

If a student is re-taking the module and attending campus through the year for tuition, they will follow the same assessment method as students taking the module for the first time.

Where a student is re-taking the module, but not attending campus through the year for tuition, and a presentation element needs to be re-taken, this will be an individual assessment and will replace the contribution of the failed Individual Presentation and/or Group Presentation elements to the module total.

1. **Map of module learning outcomes (sections 8 & 9) to learning and teaching methods (section12) and methods of assessment (section 13)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Module learning outcome** | *8.1* | *8.2* | *9.1* | *9.2* | *9.3* |
| **Learning/ teaching method** |  |  |  |  |  |
| Private Study | **x** | **x** | **x** | **x** | **x** |
| Lectures & classes | **x** | **x** | **x** | **x** | **x** |
| **Assessment method** |  |  |  |  |  |
| Individual presentation |  | **x** | **x** | **x** | **x** |
| Group presentation |  | **x** | **x** | **x** | **x** |
| Written Exercise | **x** |  | **x** | **x** | **x** |

1. **Inclusive module design**

The School recognises and has embedded the expectations of current equality legislation, by ensuring that the module is as accessible as possible by design. Additional alternative arrangements for students with Inclusive Learning Plans (ILPs)/declared disabilities will be made on an individual basis, in consultation with the relevant policies and support services.

The inclusive practices in the guidance (see Annex B Appendix A) have been considered in order to support all students in the following areas:

a) Accessible resources and curriculum

b) Learning, teaching and assessment methods

1. **Campus(es) or centre(s) where module will be delivered**

Canterbury

1. **Internationalisation**

Actuarial Science is an international subject with techniques developed and refined by actuaries, mathematicians and statisticians across the globe. Mastery of the subject-specific learning outcomes (section 8) will equip students to apply the techniques of this module in a wide range of international contexts. The module team is drawn from the School of Mathematics, Statistics and Actuarial Science, which includes many members of staff with international experience of teaching and research.

Examples with an international dimension are included in the module where appropriate.

The support SMSAS provides to its students is also internationally attuned given our international student body.

**FACULTIES SUPPORT OFFICE USE ONLY**

**Revision record – all revisions must be recorded in the grid and full details of the change retained in the appropriate committee records.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Date approved | Major/minor revision | Start date of the delivery of revised version | Section revised | Impacts PLOs (Q6&7 cover sheet) |
| July 2023 | Minor | September 2023 | 13, 14 | No |
|  |  |  |  |  |