FEEDBACK TUTORIAL LETTER

1ST SEMESTER 2021

Assignment 1

Professional Development and Practice (PDP610S)
Dear students

Thank you for submitting assignment one on time and that you have found the assignment stimulating. Most of the assignment were up to standard and I enjoyed marking them.

I want to highlight the following important aspects of the assignment:

First, the following comments are on the structure of the assignment. Please keep this in mind for assignment two.

In your tutorial letter that you received on page 5 before assignment one there were clear instructions how the structure of the assignment should be. It seemed that some students did not read it and because of that lost important marks in the assignment. I refer you back to those instructions.

It is important to take note that assignments must have a table of content which is on a separate page. After the table of content, the assignment starts with an Introduction where you introduce the topic and indicate what you are going to do in the assignment, followed by the objectives of your assignment. Thereafter the assignment questions are answered. The assignment end with a conclusion wherein you give a short summary of what has been discussed plus some recommendation. After that on a new page the reference list appears. Make sure that you know how to do referencing. Please remember if a source appears in the reference list it must also appears in the content of the assignment. On Diploma level it is expected of students to use at least five sources and sources must not older than 5 years.

You must also pay attention to grammar, punctuation, and spelling.

All the aspects above receive marks. Make sure you pay attention to it.

Coming to the questions of the assignment in question one it was expected of you to make a comparison between Professional Development, Professional Practiced and Professionalism. You needed to highlight you understanding with practical examples from the TVET environment. When making a comparison you needed to highlight the things that are the same and the things that are different. In this case you needed to look at the definitions and the content of the three concepts and write down what is the same and what is different. Some students only have written down definitions without making a comparison and discus the similarities and differences with examples as asked.

In question two you had discussed the attributes or characteristics of professionalism, in other words how a person act or what characteristics he/she must show so that we can say he is always a
professional person. Again, practical examples were needed to highlight your understanding of the content.

In question three you needed to draw up your own CPDP following the step given. Marks were allocated to each of those steps. Marks could not be allocated if a step were not done for example “set up you short and long-term goals (8)”. It is the same with the SWOT Analysis. You needed to draw up your own SWOT analysis and from there your focus area with reasons given for the specific focus area(s).

It is important to remember if you use any information from a source, you must acknowledge the source. There is a specific way to do it. If you do not do it, you are guilty of plagiarism, this is also applicable if your assignment is the same as that of somebody else, even if it just a paragraph. Students who are guilty of such an offense receive a zero mark.

Please take note of the issues above in assignment two. The questions in assignment two is straightforward. Make sure you use practical examples as asked and do not copy and paste from the study guide. Use the study guide content as a guideline and answer the questions from your own understanding.

I am looking forward to your next assignment.

Ms. Du Preez
Tutor-Marker