

### DESCRIPTION OF A STUDY COURSE – SYLLABUS

<b>Title of a course</b>	<b>Specialist Internship</b>				
<b>Head of course</b>	<b>Assistant Professor, PhD Snježana Babić</b>				
<b>Study programme</b>	<b>Specialist professional graduate study of Information Technology in Business Systems</b>				
<b>Status of a course</b>	Obligatory				
<b>Year of study</b>	2.	<b>Semester</b>	IV	<b>ECTS credits</b>	15
<b>Teaching plan (L + E + S+ Pr)</b>	0 L + 0 E + 0 S + 350 Pr				
<b>Goals of a course</b>					
Complete and apply theoretical knowledge with practical knowledge and gain professional experience in a real work environment enabling more successful involvement in professional work.					
<b>Conditions for enrolling course</b>					
No conditions					
<b>Learning outcomes on a level of a study programme which includes course</b>					
Course can contribute to all learning outcomes at the program level (depending on the employer).					
<b>Expected learning outcomes on a level of a course</b>					
<ol style="list-style-type: none"> <li>1. Apply previously acquired specialized professional knowledge in a real work environment.</li> <li>2. Independently analyse and suggest improvements when solving work tasks in a real-world environment.</li> <li>3. Recognize opportunities and propose improvements to approaches to communicating business content, motivating associates, and functioning of teams to achieve goals.</li> <li>4. Acquire work habits according to the requirements of a real work environment.</li> <li>5. Independently and responsibly prepare a professional report on the completed practice.</li> </ol>					
<b>Content of a course</b>					
<p>With the goal of successful implementation of educational syllabus and introducing students to specific practical problems from business environment, the Department of Informatics organizes specialist internship of 300 hours supervised by a mentor. Before starting internship, a student prepares the practical part working on a special assignment (50 hours). Following the specially defined assignment the student writes a paper which in its final version represents the specialist final paper.</p> <ol style="list-style-type: none"> <li>1. Preparations are carried out under the supervision of a professor,</li> <li>2. Recording necessary data in a company,</li> <li>3. Information system project design or similar,</li> <li>4. Designing a computer program,</li> <li>5. Processing of specified data,</li> <li>6. Note on the accomplished results.</li> </ol>					
<b>Teaching modes</b>	<input checked="" type="checkbox"/> lectures <input type="checkbox"/> auditory exercises <input checked="" type="checkbox"/> seminars and workshops <input type="checkbox"/> distance learning <input type="checkbox"/> field classes		<input checked="" type="checkbox"/> individual assignments <input type="checkbox"/> multimedia and network <input type="checkbox"/> laboratory <input type="checkbox"/> supervisor's work <input type="checkbox"/> other _____		
<b>Comments</b>	The college is not in a continuous monitoring system.				
<b>Students' obligations</b>					
During the professional practice, the student prepares a report showing the completed practice and the completed task (Article 13 of the Rulebook on Professional Practice).					
<b>Grading, evaluation and monitoring of students' work continuously during lectures and exams</b>					

Assessment is based on evaluating the learning outcomes of the course.

A student has taken the course if he / she has completed the prescribed number of hours provided by the Rulebook on Professional Practice (Article 14), which proves:

- Employer's certificate of professional practice
- Student report on professional practice (written)
- Defense of the Report submitted (orally)

The grade is defined in the Rulebook on Student Assessment of Undergraduate Professional and Specialist Graduate Professional Studies of the Polytechnic of Rijeka (Article 6).

**Checking the learning outcomes of the course:**

Outcomes	Student Report	Employer Certificate
Outcome 1	Passed	Passed
Outcome 2	Passed	Passed
Outcome 3	Passed	Passed
Outcome 4	Passed	Passed
Outcome 5	Passed	Passed
Percentage of ECTS	13	2

**Obligatory literature**

1. Rulebook on professional practice

**Additional literature**

1. Instructions for conducting professional practice at the Specialist Graduate Study of Information Technology in Business Systems.

