

### DESCRIPTION OF A STUDY COURSE – SYLLABUS

|   |   |          |  |              |    |
|---|---|----------|--|--------------|----|
| Title of a course   | Practical Specialist Internship   |          |  |              |    |
| Head of course  | PhD Saša Hirnig, College Professor  |          |  |              |    |
| Study programme   | Specialist professional graduate study Transport  |          |  |              |    |
| Status of a course  | Obligatory  |          |  |              |    |
| Year of study   | 2.  | Semester | IV   | ECTS credits | 15 |
| Teaching plan<br>(L + E + S+ Pr)  | 0+0+0+225   |          |  |              |    |
| Goals of a course   |   |          |  |              |    |
| Gain professional experience in a real work environment.  |   |          |  |              |    |
| Conditions for enrolling course   |   |          |  |              |    |
| No conditions   |   |          |  |              |    |
| Learning outcomes on a level of a study programme which includes course   |   |          |  |              |    |
| The course can contribute to all learning outcomes at the program level (depending on the employer).  |   |          |  |              |    |
| Expected learning outcomes on a level of a course   |   |          |  |              |    |
| 1. Apply acquired professional knowledge in a real work environment<br>2. Independently perform entrusted professional work tasks<br>3. Apply business communication and teamwork skills in a real work environment.<br>4. Acquire work habits according to the requirements of a real work environment<br>5. Justify the organizational structure and technology of a company or institution where the specialist practice is being performed  |   |          |  |              |    |
| Content of a course   |   |          |  |              |    |
| Practical specialist internship assignments follow the contents of particular specialist study. Students are required to keep journals. Basic specialist internship assignments are initially defined by practical training supervisors.  |   |          |  |              |    |
| Teaching modes  | <input checked="" type="checkbox"/> lectures<br><input type="checkbox"/> auditory exercises<br><input checked="" type="checkbox"/> seminars and workshops<br><input type="checkbox"/> distance learning<br><input type="checkbox"/> field classes |          | <input checked="" type="checkbox"/> individual assignments<br><input type="checkbox"/> multimedia and network<br><input type="checkbox"/> laboratory<br><input type="checkbox"/> supervisor's work<br><input type="checkbox"/> other _____ |              |    |
| Comments  | The college is not in a continuous monitoring system.   |          |  |              |    |
| Students' obligations   |   |          |  |              |    |
| 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).  |   |          |  |              |    |
| Grading, evaluation and monitoring of students' work continuously during lectures and exams   |   |          |  |              |    |
| Assessment is based on evaluating the learning outcomes of the course.<br>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), proving: <ul style="list-style-type: none"><li>• Employer's certificate of professional practice</li><li>• Student report on professional practice (written)</li><li>• Defense of the Report submitted (orally)</li></ul> 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).<br><b>Checking the learning outcomes of the course:</b><br>Assessment of learning outcomes is conducted by a tutor and an intern. In practice, the mentor issues an |   |          |  |              |    |

employer certificate as proof of meeting the minimum level of outcome acceptance with the option of further evaluating individual outcomes through a questionnaire that is an integral part of the referral / certificate. The Head of Professional Practice checks the acceptance of the outcome by reviewing the student's professional report on the completed practice and the student's oral explanation of certain elements of the same.

#### **Obligatory literature**

- Rulebook on the professional internship

#### **Additional literature**

