

DESCRIPTION OF THE COURSE OF STUDY

Course code	0719-2ID-E40-P	
Name of the course in	Polish	Praktyka zawodowa
	English	Professional Internships

1. LOCATION OF THE COURSE OF STUDY WITHIN THE SYSTEM OF STUDIES

1.1. Field of study	DATA ENGINEERING
1.2. Mode of study	Full-time mode of study
1.3. Level of study	First-cycle degree programme – Engineering
1.4. Profile of study*	General academic
1.5. Person/s preparing the course description	Radosław Maj
1.6. Contact	radmaj@ujk.edu.pl

2. GENERAL CHARACTERISTICS OF THE COURSE OF STUDY

2.1. Language of instruction	english
2.2. Prerequisites*	Participation in pre-traineeship meetings organized by the Academic Traineeship Supervisor.

3. DETAILED CHARACTERISTICS OF THE COURSE OF STUDY

3.1. Form of classes		Traineeship
3.2. Place of classes		Off-campus classes
3.3. Form of assessment		Pass with a grade (<i>based on submitted traineeship documentation approved by the Academic Traineeship Supervisor</i>)
3.4. Teaching methods		Work-based practical training
3.5. Bibliography	Required reading	Traineeship regulations, Traineeship Guidelines, user manuals and operating instructions for specialist equipment, internal documentation and organizational regulations of the host institution, scientific literature and academic journals relevant to the field of Data Engineering
	Further reading	-----

4. OBJECTIVES, SYLLABUS CONTENT AND INTENDED LEARNING OUTCOMES

4.1. Course objectives (<i>including form of classes</i>) C1. to develop the ability to apply acquired theoretical knowledge in practice, C2. to understand the functioning of a given institution, C3. to become familiar with the nature of work in various positions and sectors related to the field of study, C4. to learn practical aspects of work in positions consistent with the chosen specialization, C5. to assess one's own potential in the job market, C6. to establish professional contacts.
4.2. Detailed syllabus (<i>including form of classes</i>) Traineeship 1. Work organization and operational principles in the workplace 2. Work quality assurance and control procedures 3. Legal and ethical aspects of professional practice 4. Professional and legal responsibility in the workplace 5. Rules for maintaining work-related documentation 6. Roles, rights and responsibilities of employees

4.3 Intended learning outcomes

Code	A student, who passed the course	Relation to learning outcomes
within the scope of KNOWLEDGE:		
W01	The student knows the internal regulations applicable in the workplace, including work regulations, occupational health and safety rules, and the basic principles of intellectual property protection	ID1A_W14
W02	The student is able to identify basic legal acts, organizational principles, and documentation procedures in a professional environment	ID1A_W13 ID1A_W15
W03	The student possesses knowledge of standards and norms related to data collection, storage, and archiving	ID1A_W10 ID1A_W11 ID1A_W12 ID1A_W16
within the scope of ABILITIES:		
U01	The student is able to apply occupational health and safety rules in practice.	ID1A_U13
U02	The student is able to operate basic equipment and tools used in a potential workplace.	ID1A_U06
U03	The student is able to analyze the flow of documents and information within a company with respect to the effective processing and interpretation of information.	ID1A_U10 ID1A_U11
U04	The student is able to process and analyze data to support decision-making processes.	ID1A_U07 ID1A_U08 ID1A_U15
within the scope of SOCIAL COMPETENCE:		
K01	The student understands legal and ethical responsibilities in the workplace.	ID1A_K02
K02	The student is able to work effectively in a team and assume responsibility for assigned roles.	ID1A_K01
K03	The student recognizes the need for continuous learning and is willing to solve various problems in a potential work environment.	ID1A_K03 ID1A_K04

4.4. Methods of assessment of the intended learning outcomes

Teaching outcomes (code)	Method of assessment (+/-)																													
	Exam oral/ written*			Test*			Project*			Active participa- tion during the traineeship*			Self-study*			Group work*			Traineeship logbook											
	Form of classes			Form of classes			Form of classes			Form of classes			Form of classes			Form of classes			Form of classes											
	L	C	..	L	C	..	L	C	..	L	C	T	L	C	T	L	C	T	L	C	T									
W01												+			+						+									
W02																				+			+						+	
W03																				+			+						+	
U01																				+									+	
U02																				+									+	
U03																				+			+						+	
U04																				+									+	
K01																				+									+	
K02																				+							+			+
K03																							+							+

*delete as appropriate

4.5. Criteria of assessment of the intended learning outcomes

Form of classes	Grade	Criterion of assessment
Traineeship (T)	3	Achievement of [50% - 60%) of the requirements specified in the assessment methods
	3,5	Achievement of [60% - 70%) of the requirements specified in the assessment methods
	4	Achievement of [70% - 80%) of the requirements specified in the assessment methods
	4,5	Achievement of [80% - 90%) of the requirements specified in the assessment methods
	5	Achievement of [90% - 100%) of the requirements specified in the assessment methods

5. BALANCE OF ECTS CREDITS – STUDENT’S WORK INPUT

Category	Student's workload	
	Full-time studies	Extramural studies
NUMBER OF HOURS WITH THE DIRECT PARTICIPATION OF THE TEACHER /CONTACT HOURS/	120	
Participation in lectures*	-----	
Participation in classes, seminars, laboratories, traineeship*	120	
Preparation in the exam/ final test*	-----	
Others (please specify e.g. e-learning)*	-----	
INDEPENDENT WORK OF THE STUDENT/NON-CONTACT HOURS/	30	
Preparation for the lecture*	-----	
Preparation for the classes, seminars, laboratories, traineeship*	30	
Preparation for the exam/test*	-----	
Gathering materials for the project/Internet query*	-----	
Preparation of multimedia presentation	-----	
Others *	-----	
TOTAL NUMBER OF HOURS	150	
ECTS credits for the course of study	6	

*delete as appropriate

Accepted for execution (date and legible signatures of the teachers running the course in the given academic year)

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