# COURSE DESCRIPTION CARD - SYLLABUS

Course name
Vocational internship [S1Inf1>PRAKT]

## Course

Field of study
Computing

Year/Semester
3/6

Area of study (specialization)
–

Profile of study
general academic

Level of study
first-cycle

Course offered in
Polish

Form of study
full-time

Requirements
compulsory

## Number of hours

Lecture
0

Laboratory classes
0

Other
160

Tutorials
0

Projects/seminars
0

## Number of credit points

5,00

## Coordinators

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## Lecturers

## Prerequisites

Students starting this course should have essential competencies acquired during the earlier years of studies, which allow them to do the internship. When it comes to social competencies, the students must present honesty, responsibility, perseverance, cognitive curiosity, creativity, personal culture, and respect for other people.

## Course objective

The purpose of the student internship is to familiarize students with the practical aspects of the IT profession and to get to know a potential future employer.

## Course-related learning outcomes

Knowledge:
Knows and understands social, economic and legal conditions of his activity, including issues related to protection of intellectual and industrial property.
Knows and understands basic principles of safety and hygiene at work and ergonomics.
Knows and understands the basics of management, including quality management and running a business.

Has a basic knowledge of the life cycle of information systems, especially the key processes involved.
Knows the basic techniques, methods and tools used in the process of solving IT tasks, mainly of an engineering nature.

Skills:
Is able to use language appropriate to the undertaken scientific discussions in communication with various environments.
Is able to independently acquire knowledge and improve their qualifications.
Is able to undertake work in an enterprise, individually and in a team, plan and organize individual and team work, observe safety rules connected with this work.
Has the necessary preparation to work in a business environment, including an industrial environment, and knows the safety rules associated with the IT profession.
Can make a critical analysis of the way information systems and other IT technical solutions function and evaluate these solutions.
Is able to organize, cooperate and work in a group, assuming different roles in it, and is able to appropriately determine priorities for the implementation of a task defined by him/herself or others.

Social competences:
Is ready for lifelong learning and improving his/her competences.
Is ready to define priorities for the realization of a task defined by himself/herself or by others.
Is ready to take responsibility for decisions made.
Is ready to take responsibility for his/her own and others' work safety; to take appropriate action in case of emergency.
Is ready to think and act in an entrepreneurial manner.
Correctly identifies and resolves dilemmas related to the IT profession.
Is ready to fulfill the social role of a university graduate.

## Methods for verifying learning outcomes and assessment criteria

Learning outcomes presented above are verified as follows:

Summative assessment:
After completing the internship, students are required to provide the internship supervisor with required internship documentation approved by the company supervisor.
Checking the assumed learning outcomes is realized by the assessment of the aforementioned documentation submitted by the student to the internship supervisor, including the opinion issued by the company internship supervisor.

## Programme content

Tasks of the student:
1. to receive OHS training according to the company regulations.
2. perform tasks from the internship program in the following thematic scope:
- learning the principles of work organization: organizational structures, division of competences, procedures, work planning, control, including: getting acquainted with the structure of the company and functions of individual departments;
- acquaintance with the ISO-900x certificate, if the company has it;
- completing an independent engineering task appropriate to the apprentice's level of training and accounting for completion of this task;
- joining in the collaborative design and implementation of systems being addressed at the internship site;
- becoming familiar with the construction, programming methods, assembly, commissioning, or testing of systems operated, designed, assembled, or commissioned at the site;
- involvement in the development, testing, documentation, and implementation of software used in the company.

## Course topics

Tasks of the student:
1. to receive OHS training according to the company regulations.
2. perform tasks from the internship program in the following thematic scope:

- learning the principles of work organization: organizational structures, division of competences, procedures, work planning, control, including: getting acquainted with the structure of the company and functions of individual departments;
- acquaintance with the ISO-900x certificate, if the company has it;
- completing an independent engineering task appropriate to the apprentice's level of training and accounting for completion of this task;
- joining in the collaborative design and implementation of systems being addressed at the internship site;
- becoming familiar with the construction, programming methods, assembly, commissioning, or testing of systems operated, designed, assembled, or commissioned at the site;
- involvement in the development, testing, documentation, and implementation of software used in the company.

## Teaching methods

Depending on the place of internship and the tasks carried out, the following teaching methods may be used: (1) problem or conversation lecture; (2) brainstorming; (3) project.

## Bibliography

Basic:
1. Study regulations of full-time and part-time first and second cycle and long-cycle studies adopted by the Academic Senate of Poznań University of Technology.
2. Regulations of student internships at Poznan University of Technology.

Additional:
1. B. Rączkowski, BHP w praktyce. Gdańsk: ODDK, 2014.

## Breakdown of average student's workload

| | Hours | ECTS |
|---|---|---|
| Total workload | 160 | 5,00 |
| Classes requiring direct contact with the teacher | 0 | 0,00 |
| Student's own work (literature studies, preparation for laboratory classes/ tutorials, preparation for tests/exam, project preparation) | 160 | 5,00 |