COURSE DESCRIPTION CARD - SYLLABUS

Course name
Pre-diploma Internship [N2Trans1>PrPrzed]

Course

Field of study
Transport

Year/Semester
1/1

Area of study (specialization)
Logistics of Transport

Profile of study
general academic

Level of study
second-cycle

Course offered in
Polish

Form of study
part-time

Requirements
compulsory

Number of hours

Lecture
0

Laboratory classes
0

Other
120

Tutorials
0

Projects/seminars
0

Number of credit points

4,00

Coordinators

dr inż. Jędrzej Kasprzak
jedrzej.kasprzak@put.poznan.pl

dr inż. Maciej Siedlecki
maciej.siedlecki@put.poznan.pl

Lecturers

dr inż. Jędrzej Kasprzak
jedrzej.kasprzak@put.poznan.pl

dr inż. Maciej Siedlecki
maciej.siedlecki@put.poznan.pl

Prerequisites

KNOWLEDGE: The student has knowledge of the applicable rules of the internship. He knows the internship regulations and the conditions for passing them. Has a basic knowledge of the issues covered by the study program. Has knowledge related to the basic issues of functionning of modern transport realities, in particular: transportation means engineering, traffic engineering and transportation systems analysis. SKILLS: The student has the ability to creatively use the knowledge acquired during first-cycle studies. SOCIAL COMPETENCES: The student is able to work in a working group. Can transparently distribute tasks in the group. He can correctly interpret and perform the tasks received and is able to make a verbal presentation of the results of his work.

Course objective

Verification of the theoretical knowledge possessed by the student with reality, gaining new professional experience in real working conditions. Practical application of the knowledge and skills acquired during studies in practice. Acquainting the student with the realities of the functioning of the workplace against the background of the applicable law, business hierarchy, business secrets, interpersonal relations, learning to analyze and choose good models (especially duty, loyalty to the parent company, responsibility, sense of identity, self-esteem, etc.) useful in the next life, especially in the professional sphere. An attempt to assess the role and importance of the workplace in the economy and life of the local community, as well as gaining experience on the labor market by the student.

Course-related learning outcomes

Knowledge:
The student has knowledge of ethical codes related to scientific and research work in the field of transport engineering
The student knows the economic, legal and other conditions of the operation of transport companies
The student has basic knowledge of managing / running a business and individual entrepreneurship

Skills:
The student is able - using, among others conceptually new methods - solve complex tasks in the field of transport engineering, including atypical tasks and tasks with a research component
The student is able to determine the directions of further learning and implement the process of self-education, including other people

Social competences:
The student understands the importance of popularizing activities regarding the latest achievements in the field of transport engineering
The student is aware of the need to develop professional achievements and to comply with the rules of professional ethics

Methods for verifying learning outcomes and assessment criteria

Learning outcomes presented above are verified as follows:

Learning outcomes presented above are verified as follows:
Completion of internships on the basis of a report on the implementation of internships, certified by the company, assessment of the internship tutor by the company Possibility of crediting professional work towards professional practice (condition of program compliance)

Programme content

Getting to know the functioning of production, commercial or service enterprises related to the general logisctic (including transport) engineering, including self use or externally) or serving the logistic services for third parties, companies giving the opportunity to learn about the basic issues of logistics (including especially transport), such as:
-transport (transportation processes, technology, documentation, legal requirements and transportation organization and management),
- spedition (spedition process, documentation, legal requirements, and contact with speditors),
- warehousing (manipulation and storing processes, technology, documentation, legal requirements and warehousing and store processing and management),
- logistics (including logistics of supply and distribution, eventually production),
- vehicles infrastructure (especially cargo, but also passenger used in the commercial activities, including management and the processes of selling use and maintenance),
- and others, related.

Course topics

1. General organisational topics:
• organisational structure — familiarisation with the organisation’s activity profile, mission, organisational structure, and management system
• occupational safety — workplace health and safety training, fire protection regulations, and environmental

protection procedures in transport
• management systems — internal procedures and management systems applied within the supply chain
2. Topics dependent on the organisation’s specific profile, arising from the individually agreed internship programme attached to the formal internship document (cooperation agreement/placement referral; tripartite agreement; other documents in accordance with the internship regulations).

Teaching methods

Description of assumptions of realization of undergraduate internship during the organized meeting. Information sent via electronic means. Verification of completeness and conrectness of documentation related with organization of undergraduate internship.

Bibliography

Basic
Framework of internship for 2nd degree studies of Transport
Framework programm of internship for 2nd degree studies of Transport
Templates of documents for 2nd degree studies of Transport - agreement, report, detailed internship program
Additional

Breakdown of average student's workload

	Hours	ECTS
Total workload	120	4,00
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)	120	4,00