

DESCRIPTION OF A STUDY COURSE – SYLLABUS

Title of a course	Semesterly Practical Professional Training				
Head of course	PhD Saša Hirnig, College Professor				
Study programme	Professional undergraduate study Railroad Transport				
Status of a course	Obligatory				
Year of study	3.	Semester	V	ECTS credits	13
Teaching plan (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 college can contribute to all learning outcomes at the program level (depending on the employer).					
Expected learning outcomes on a level of a course					
<ol style="list-style-type: none"> 1. Link acquired professional knowledge with work tasks in a real work environment 2. Demonstrate independence and initiative in solving work tasks 3. Apply business communication skills in a real work environment 4. Acquire work habits according to the requirements of a real work environment 5. Independently prepare a professional report on the completed internship 					
Content of a course					
Practical professional training assignments follow the contents of particular professional studies. Particular professional study practical training assignments are defined by practical training supervisors. Practical professional training contents and dynamics are defined by practical training supervisors in agreement with mentors within a particular company.					
Teaching modes	<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 _____		
Comments					
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					
<p>Assessment is based on evaluating the learning outcomes of the course.</p> <p>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:</p> <ul style="list-style-type: none"> • Employer's certificate of professional practice • Student report on professional practice (written) • Defense of the Report submitted (orally) <p>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).</p> <p>Checking the learning outcomes of the course:</p>					

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 acceptance of the outcomes 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

1. Rulebook on professional practice

Additional literature

