MANITURE OF THE PROPERTY OF TH

POLYTECHNIC OF MEÐIMURJE IN ČAKOVEC

COURSE SYLLABUS									
	ACADEMIC YEAR: 2020/2021								
1. GENERAL COURSE INFO	RMATION								
1.1 Course name	Professional practice								
1.2 Study program/s	Undergraduate professional study programme of Sustainable development								
1.3 Course status (O,E)	Obligatory	1.6 Mode of	Lectures						
1.4 Course code		instruction	Exercises	120					
1.5 Course abbreviation	SP	(number of	Seminars						
1.6 Semester	V-VI	hours)	E-learning						
1.7 ECTS	4	1.7 Place and		the employer					
		time of		nave agreed and					
2 TEACHING CTAFF		instruction	approved pro	ofessional practice					
2. TEACHING STAFF	man an Madimin KuiXai f	tt	uluri-aia Ous						
2.1 Course leader/s-title	mr. sc. Vladimir Križaić, Senior Lecturer	contact	vkrizaic @me	ev.nr					
	Sellior Lecturer	contact							
2.2 Assistant/s- title		contact							
2.2 A3313ta11(73-11tic		contact							
2.3 Instruction held by-		contact							
title		00111401							
3. COURSE DESCRIPTION									
3.1 Course goals	Introducing the student to the way of doing business of the organization in which he conducts professional practice through participation in daily activities, direct observation of the work of employees, but also performing tasks of more or less complexity. Establish contacts with the labor market and create preconditions for potential employment. Applying the acquired competencies during the studies in solving specific practical tasks and gaining work experience, practical knowledge and skills related to the selected activity of professional practice. Getting acquainted with the real work environment, work tasks performed there and connecting with people from the profession.								
3.2 Prerequisites	Attended courses of the previous part of the study								
3.3 Course outcomes	After successfully completing the professional practice, students will be able to: O1 - Apply the knowledge acquired from general and professional subjects in their practical work (assessed by the mentor) O2 - Describe the activity, organizational structure and technology of work in the company or institution of professional practice, and state it in the diary of professional practice O3 - Perform under supervision or independently individual stages of the practical task from the selected area of professional practice, which is described in the journal of professional practice through daily activities O4 - Assess the knowledge acquired in the study through the prism of professional needs in the selected area of professional practice. Evaluate the selected area of professional practice through the prism of their professional								

	interests, further professional development and employment opportunities												
2.4.0	(assessed by the student independently)												
3.4 Course content	Attending a professional internship with participation in all available work tasks and activities of the organization in which the internship is conducted.												
3.5 Types of coursework		_ectures	x	Exercis			Blended e- learning	iteri	Individu activitie	ıal	ucti	Laboratory	
		Seminars		D:-11					Multim				
		and		Distant learnin		х	Field classes		and		х	Mentorship	
		workshops		leariiii	5		Classes		networ	k			
	(Other											
3.6 Language of instruction	Croatian/English.												
3.7 Monitoring students'	2	Class atte	ndan	ice		Seminars				Essay			
work (enter the		Class activ	/itv/			Pro	Project			Reno	Poport/papor		
number of ECTS		Class activ	icy			1	Project			Report/paper Continuous			
credits for each		Midterm 6	exam	ıs	1	Pra	actical task					dge check	
activity so that the total number of ECTS		Written ex	vam			Fv	perimental woi	rk	1			onal Practice	
credits is equal to		Wiltitell C	Naiii			L^	perimental wor	- K	ļ -	Repo	ort		
the total ECTS value		Oral exam	ļ			Re	search						
of the course, 1 ECTS													
= 30 hours)													
3.8 Assessment and	The	evaluation	of	work o	n profe	essio	nal practice	is p	erform	ed by	the	head of	
evaluation of	The evaluation of work on professional practice is performed by the head of professional practice on the basis of the Certificate of Professional Practice												
students' work		•											
during classes and at	issued by the mentor and the Report on Practice prepared by the student. Checking the attendance of professional practice and conscientious												
the final exam		_	performance of tasks entrusted to the student is carried out by the mentor of										
	professional practice. The internship report is prepared by the student and							s ca	rried ot	ıt by t	:ne	mentor of	
	prof	essional p											
		essional ponitted to t	ract	ice. The	interi	nshi	p report is p						
		•	ract	ice. The	interi	nshi	p report is p						
		nitted to t	ract he h	ice. The	interi the in	nshi	p report is p	repa	ared by				
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analysis per learning outcomes	subr	Act Class at Practica Profess Total:	ivity ttendal tas	ice. The nead of r specific dance sk al Practio	e interrethe in the incention	nshi tern ort	p report is p ship. Percent % 50% 25% 25% 100%	repa	Po 5 2 2	ints 60 25 25	tude	ent and	
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analysis per learning outcomes 3.10 Specific features related with taking	The profissue Checoperf	Profess Total: evaluation essional ped by the ormance of essional pedsional	ract he h	work of the original in the or	cation cation cation on protein the back of the bac	fess asis Rep f pl to rnsh	Percent % 50% 25% 25% 100% ional practic of the Cert port on Practic or of the student hip report is	repa	Po 5 2 2 2 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	ints 50 25 00 med by rofessed by and ut by	by the co	the head of nal Practice ne student. nscientious e mentor of	
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3.13 Required reading	Instructions for professional practice			
	Rulebook on professional practice and field teaching			
3.14 Additional reading	Supplementary literature is used in accordance with the needs arising			
· ·	from the activities carried out in professional practice			
	, and the second			
4 ADDITIONAL COURSE IN	ORMATION			
4.1 Quality control	Quality control is carried out on the basis of a questionnaire filled out by the			
4.1 Quanty control	responsible person / mentor in the company in which the internship was			
	conducted and a student survey, and in accordance with the regulations of			
	the Polytechnic of Međimurje in Čakovec.			
	The quality of the effects of the implementation of the internship is checked			
	on the basis of the Internship Report prepared by the student, the certificate			
	on the internship issued by the mentor and on the basis of the communication			
	of the internship leader with the student and the mentor.			
4.2 Contact the teacher	The head of the internship will organize an education before the students go			
4.2 Contact the teacher	on the internship, where the students will be introduced to the way of			
	conducting the internship. Students can contact the head of the internship			
	during the consultation period and via e-mail. The student communicates with			
	the mentor of the professional practice according to the needs, and in			
	accordance with the rules and customs of the organization in which he			
	performs the professional practice. It is desirable that students come to the			
	·			
4.3 Information about	consultation as often as possible for any ambiguities.			
the course	Before the students go on a professional internship, the mentor will organize an education where students will be introduced to how to conduct a			
the course	professional internship. Students are required to be informed about the			
	implementation of the internship through the Ordinance on professional			
	practice and field teaching and the Instructions for professional practice which			
	are available on the website of the Polytechnic of Međimurje in Čakovec.			
4.4 Course contribution	O1 Interpret information, ideas, problems and solutions to professional and			
to the study	general audiences			
program	O3 Use foreign languages in professional communication and use of			
program	professional literature			
	O4 Advocate an ethical approach to work and to associates in project teams			
	O5 Critically evaluate arguments, assumptions and data in order to form			
	opinions and contribute to solving the problem			
	O7 Analyze the collected data in the field of sustainable development			
	O8 Interdisciplinary to solve engineering problems of sustainable			
	development			
	development			
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	Thermotechnical Engineering module			
	I15 Maintain thermotechnical systems and thermal distribution networks			
	I16 Propose technical changes and upgrades of conventional thermotechnical			
	systems in the direction of sustainable development			
	Sustainable Construction module			
	I20 Implement the organization and construction technology			
	I22 Plan facility management and maintain buildings and civil engineering			

Environmental Engineering module

I25 Identify significant environmental aspects within the organization for the purpose of management and compliance with standards and obligations I28 Organize effective work in the laboratory, independently or as part of an interdisciplinary team