



# POLYTECHNIC OF MEĐIMURJE IN ČAKOVEC

## COURSE SYLLABUS

ACADEMIC YEAR: 2020/2021

### 1. GENERAL COURSE INFORMATION

<b>1.1 Course name</b>	<b>Final paper</b>		
<b>1.2 Study program/s</b>	Undergraduate professional study in Sustainable Development		
<b>1.3 Course status (O,E)</b>	O	<b>1.6 Mode of instruction (number of hours)</b>	<b>Lectures</b>
<b>1.4 Course code</b>			<b>Exercises</b>
<b>1.5 Course abbreviation</b>	SP		<b>Seminars</b>
<b>1.6 Semester</b>	VI		<b>E-learning</b>
<b>1.7 ECTS</b>	7	<b>1.7 Place and time of instruction</b>	

### 2. TEACHING STAFF

<b>2.1 Course leader/s-title</b>	mentor	<b>contact</b>	
		<b>contact</b>	
<b>2.2 Assistant/s- title</b>		<b>contact</b>	
		<b>contact</b>	
<b>2.3 Instruction held by- title</b>		<b>contact</b>	

### 3. COURSE DESCRIPTION

<b>3.1 Course goals</b>	The aim of the final work is for the student to professionally, with the help of a mentor, process the selected topic, highlighting the acquired theoretical and practical knowledge and the ability to use current domestic and foreign literature, as well as searching various databases on the Internet. Through the activity in the preparation, elaboration and writing of the final paper, the student expands his knowledge of the teaching content of the selected subject, which enables the student to make similar studies, studies and projects in direct business practice. The choice of the topic of the final paper can be related to the professional practice in which the student spent 120 hours. During the internship, he acquired sufficient knowledge to be able to offer a solution to a specific case to the employer with whom he performed the internship. If the student does not want to, the topic of the final paper does not have to be related to professional practice.
<b>3.2 Prerequisites</b>	
<b>3.3 Course outcomes</b>	After completing the course, the student will be able to: O1 – analyse the selected topic professionally, theoretically and practically O2 - write a paper according to appropriate standards O3 - demonstrate your work O4 - argue your point
<b>3.4 Course content</b>	The topic of the final paper should be from the area of one of the subjects of professional study. The minimum length of written work is 30 pages. The final paper should contain an introduction in which the goals of the method and the content of the paper are defined. The second part should contain a theoretical approach to the work based on consulting the selected literature of domestic and foreign sources in accordance with the consultation with the mentor, as a basis for processing the selected specific topic. Based on the theoretical processing, a practical part of the paper is written in which the selected specific

	<p>topic is elaborated in detail. In the final part or conclusion, a brief overview of the topic is given. The following is a list of references and sources, as well as a list of tables, charts and illustrations. The paper should be adequately technically processed as a professional work in accordance with the Ordinance on the final work. After the acceptance of the written work by the mentor, he goes to the defence procedure before a three-member committee.</p>								
<b>3.5 Types of coursework</b>	Lectures		Exercises		Blended e-learning	x	Individual activities		Laboratory
	Seminars and workshops		Distant learning		Field classes		Multimedia and network	x	Mentorship
	Other								
<b>3.6 Language of instruction</b>									
<b>3.7 Monitoring students' work (enter the number of ECTS credits for each activity so that the total number of ECTS credits is equal to the total ECTS value of the course, 1 ECTS = 30 hours)</b>	Class attendance		Seminars		Essay				
	Class activity		Project		Report/paper				
	Midterm exams		Practical task		Continuous knowledge check				
	Written exam		Experimental work						
	Oral exam		Research						
<b>3.8 Assessment and evaluation of students' work during classes and at the final exam</b>									
<b>3.9 Assessment criteria – analysis per learning outcomes</b>									
<b>3.10 Specific features related with taking the course</b>									
<b>3.11 Students obligations</b>	Students should meet the mentor on a regular basis.								
<b>3.12 Written assignments</b>									
<b>3.13 Required reading</b>	1.	Depending on the topic of the paper, the mentor defines the required literature							
	2.								
<b>3.14 Additional reading</b>	1.	Scientific and professional articles and other literature defined by the topic of the paper.							
	2.								
<b>4 ADDITIONAL COURSE INFORMATION</b>									
<b>4.1 Quality control</b>	The quality of the program, teaching process, teaching skills and level of mastery of the material will be established by conducting a written evaluation								

	based on questionnaires, and in other standardised ways and in accordance with the by-laws of the Polytechnic of Međimurje in Čakovec.
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