



# MEĐIMURSKO VELEUČILIŠTE U ČAKOVCU

## MEĐIMURJE UNIVERSITY OF APPLIED SCIENCES IN ČAKOVEC

### COURSE SYLLABUS

ACADEMIC YEAR: 2025/2026

#### 1. GENERAL COURSE INFORMATION

<b>1.1 Course name</b>	<b>Professional Internship</b>			
<b>1.2 Study program/s</b>	Undergraduate professional study in Computer engineering			
<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>	180
<b>1.5 Course abbreviation</b>			<b>Seminars</b>	
<b>1.6 Semester</b>	VI		<b>E-learning</b>	
<b>1.7 ECTS</b>	6	<b>1.7 Place and time of instruction</b>	The internship is carried out at contracted legal entities in the Republic of Croatia or abroad (within international exchange programmes). If necessary, it may also be conducted within organisational units of the University that are appropriately equipped for internship implementation. The internship is generally completed during the semester in which the course is enrolled.	

#### 2. TEACHING STAFF

<b>2.1 Course leader/s-title</b>	PhD, Sarajko Baksa, prof.	<b>contact</b>	sbaksa@mev.hr
		<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 internship is to enable students to apply theoretical knowledge in real working environments and to develop practical skills required for professional work in the field of computer science. Through the internship, students become familiar with business processes in the private and public sectors, develop professional competences, communication and teamwork skills, and gain experience in solving real-world problems. The internship prepares students for independent and responsible professional work and facilitates their entry into the labour market.
<b>3.2 Prerequisites</b>	None.
<b>3.3 Course outcomes</b>	Upon successful completion of the internship, students will be able to: O1 – Apply acquired theoretical knowledge and skills in real working environments in the field of computer science. O2 – Analyse and solve practical problems in accordance with user needs and business processes.

	<p>O3 – Develop professional competences through teamwork, communication and responsible workplace behaviour.</p> <p>O4 – Critically evaluate their internship experience and document results through reports.</p>									
<b>3.4 Contribution to the study programme</b>	<p>The course enables students to connect theoretical knowledge with practical experience and supports the achievement of the following programme learning outcomes:</p> <p>IS1 – Apply acquired learning skills, fundamental professional knowledge and problem-solving skills necessary for continuing studies at a higher level.</p> <p>IS2 – Use English in the field of computer science when communicating with professionals and non-professionals.</p> <p>IS3 – Work in a team, manage professional projects and cooperate with experts from the industry sector.</p> <p>IS4 – Apply communication and professional ethics.</p> <p>IS5 – Identify ICT trends in domestic and international markets.</p> <p>IS6 – Analyse user requirements (identify data sources, existing business systems, technological constraints and specifics of the business environment).</p> <p>IS17 – Select appropriate programming languages and technologies when solving programming tasks.</p> <p>IS18 – Apply standards, methods and techniques for analysing security threats and mitigating risks.</p> <p>Through the implementation of the internship, students are actively prepared for professional work in the field of computer science and for further career development or continuation of education.</p>									
<b>3.5 Course content</b>	<p>The course includes familiarisation with the organisation and operations of the selected legal entity or organisational unit of the University, as well as with work tasks, technologies and processes in the field of computer science. During the internship, students independently or as part of a team participate in solving professional tasks related to their field of study and develop professional and communication skills in everyday work. Particular attention is given to compliance with occupational safety regulations, professional ethics and responsible workplace behaviour. At the end of the internship, students prepare a report containing a critical reflection on completed tasks and business processes, encouraging reflection and evaluation of acquired experience.</p>									
<b>3.6 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>3.7 Language of instruction</b>	Croatian / English									
<b>3.8 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>	6	Class attendance		Seminars		Essay				
		Class activity		Project		Report/paper				
		Midterm exams		Practical task		Continuous knowledge check				
		Written exam		Experimental work						
		Oral exam		Research						
	Students earn 6 ECTS credits, corresponding to 180 hours of workload, through completion of the internship in its full prescribed duration and preparation of an internship report with accompanying documentation.									

	The internship is not graded numerically. Based on mentor confirmation, the student's report and evaluation forms, it is recorded as completed or not completed, in accordance with the Regulations on Professional Internship of the Međimurje University of Applied Sciences in Čakovec.	
<b>3.9 Course completion requirements</b>	Successful completion of the course requires fulfilment of the prescribed number of internship hours, compliance with all obligations during the internship, submission of the internship report, and submission of confirmations and evaluation forms verified by the mentor at the company/institution. Only after all obligations have been fulfilled can the course be recorded as completed.	
<b>3.10 Students obligations</b>	During the internship, students are required to complete the prescribed number of hours according to the schedule determined by the internship mentor and to comply with all work and occupational safety instructions provided by the mentor and authorised persons in the company or institution where the internship is carried out. Students are obliged to perform assigned tasks responsibly and conscientiously, adhere to professional ethics and workplace conduct rules, and handle the property of the legal entity responsibly. On a daily basis, students must record work activities and collect documentation for the internship logbook, which must be submitted within the prescribed deadlines together with the internship report.	
<b>3.11 Written assignments</b>	Internship report.	
<b>3.12 Required reading</b>	1.	Regulations on Professional Internship – Međimurje University of Applied Sciences in Čakovec.
	2.	Novak, S. (2008). Occupational Safety: A Lever for Sustainable Growth and Development of Economic Systems.
<b>3.13 Additional reading</b>	1.	As determined by the internship mentor.
	2.	
<b>4 ADDITIONAL COURSE INFORMATION</b>		
<b>4.1 Quality control</b>	The quality of the internship is assessed based on the student's internship report, evaluation forms completed by the responsible person or mentor at the company/institution, and a student survey, all in accordance with the regulations of the Međimurje University of Applied Sciences in Čakovec.	
<b>4.2 Contact with the instructor</b>	Students may contact the internship coordinator during consultation hours and via official email. Communication with the internship mentor is conducted as needed and in accordance with agreed obligations during the internship period.	
<b>4.3 Course information</b>	All information related to the Professional Internship course is available on the official website of the Međimurje University of Applied Sciences in Čakovec and in the e-learning system. Additional information may be obtained from the internship coordinator during consultations or via official email.	