

NAME OF THE COURSE		Professional Practice					
Code	PMB717	Year of study	2				
Course teacher	Mentor in the teaching base (admissions office) and mentor at the PMF	Credits (ECTS)	5				
Associate teachers		Type of instruction (number of hours)	L	S	E	F	
					176		
Status of the course	Elective	Percentage of application of e-learning					
COURSE DESCRIPTION							
Course objectives	Preparing students for the job market. Directing student development in line with market needs. Improving the skill of applying the acquired knowledge when solving specific tasks. Developing independence and creative search for the solution of the set tasks						
Course enrolment requirements and entry competences required for the course	Pursuant to Article 4, paragraph 6 of the Rules of Professional Practice at the University of Split, if the number of available places for professional practice contracted by the Faculty with admissions organizations or teaching bases is less than required, the selection procedure specified in Article 5 of the Rules is conducted.						
Learning outcomes expected at the level of the course (4 to 10 learning outcomes)	<ul style="list-style-type: none"> • Use the knowledge he / she possesses when solving specific tasks. • Assess the resources needed to complete the task. • Approximately estimate the time required to complete the task. • Solve assigned tasks independently and complete assigned tasks. • Collaborate with employees of the host organization. • Structure and independently produce a Practice Report. 						
Course content broken down in detail by weekly class schedule (syllabus)	Professional practice is carried out in the host organization or teaching base for a period of 22 working days for 8 hours a day according to the schedule agreed with mentors from the admissions organization. It can start no earlier than October 1st and end no later than the end of the academic year. It is envisaged to acquaint the student with the activities of the admissions organization as well as the market situation in which the organization operates. The choice of the task, the number of them, as well as the detailed plan of the student's activity is determined in working with a mentor from the admissions organization.						
Format of instruction	<input type="checkbox"/> lectures <input type="checkbox"/> seminars and workshops <input checked="" type="checkbox"/> exercises <input type="checkbox"/> <i>on line</i> in entirety <input type="checkbox"/> partial e-learning <input checked="" type="checkbox"/> field work			<input checked="" type="checkbox"/> independent assignments <input type="checkbox"/> multimedia <input checked="" type="checkbox"/> laboratory <input checked="" type="checkbox"/> work with mentor <input type="checkbox"/> (other)			
Student responsibilities	Conducting professional practice according to a schedule established with a mentor from the admissions organization. Preparation of the Practice Report and its defense before a mentor appointed by the Faculty.						
Screening student work (name the proportion of ECTS credits for each)	Class attendance		Research		Practical training	5	
	Experimental work		Report		Other)		

<i>activity so that the total number of ECTS credits is equal to the ECTS value of the course)</i>	Essay		Seminar essay		(Other)	
	Tests		Oral exam		(Other)	
	Written exam		Project		(Other)	
Grading and evaluating student work in class and at the final exam	<p>A mentor from the admissions organization evaluates the student with a descriptive grade:</p> <ul style="list-style-type: none"> - The student has successfully completed a professional internship; or - The student did not successfully complete the professional internship. <p>The latter descriptive assessment is further explained in writing.</p> <p>When a mentor from the admissions organization evaluates the student's professional practice as successful, the mentor appointed by the Faculty analyzes the Report on professional practice completed, discusses the work assignments with the student and on that basis assigns to the student one of the following two descriptive grades:</p> <ul style="list-style-type: none"> - The student successfully drafted and defended the Professional Practice Report - Student did not successfully draft and defend the Professional Practice Report. <p>The grade "Student did not successfully draft and defend the Professional Practice Report" shall be explained in writing.</p> <p>When the ratings of both mentors are positive, the grade "Passed" is entered in the index.</p> <p>In case of negative assessment of professional practice, the student is not entitled to re-enroll in professional practice next academic year.</p>					
Required literature (available in the library and via other media)	Title			Number of copies in the library	Availability via other media	
Optional literature (at the time of submission of study programme proposal)						
Quality assurance methods that ensure the acquisition of exit competences	<p>After completing the internship, students complete a survey on satisfaction with professional practice prescribed by the Rulebook on Professional Practice at the University of Split. The questionnaire contains three statements about whether the student considers himself / herself to have improved his / her practical skills by performing the practice, and whether the tasks have been appropriately weighted and adequately explained. The student evaluates his / her agreement with the statements made on the 5-point Likert scale. In addition, the student can make comments and suggestions aimed at improving professional practice.</p>					
Other (as the proposer wishes to add)						