

## Planning and Quality Assurance Affairs

Form (A)

### Course Specifications

#### General Information

|                            |                |
|----------------------------|----------------|
| Course name                | Co-op Training |
| Course number              | ITCS3101       |
| Faculty                    |                |
| Department                 |                |
| Course type                | Major Needs    |
| Course level               | 3              |
| Credit hours (theoretical) | 1              |
| Credit hours (practical)   | 0              |
| Course Prerequisites       |                |

#### Course Objectives

- 1 - Understand the works which are carried out during the training period
- 2 - Prepare a report about the experience of training period
- 3 - Present and discuss the experience of training period

#### Intended Learning Outcomes

|                             |   |
|-----------------------------|---|
| Knowledge and Understanding | * a.1 Basic knowledge and concepts related to the training experience                                   |
|                             | * a.2 Understand the construction works which are carried out during the training period                |
| Intellectual Skills         | * b.1 Analyze the obtained experience and information   |
|                             | * b.2 Select and arrange the data and information of the training experience for the report preparation |
| Professional Skills         | * c.1 Practical activities during the training period   |
|                             | * c.2 Prepare a technical report about the training experience  |
| General Skill               | * d.1 Present, share and discuss ideas  |
|                             | * d.2 Work in group   |

#### Course Contents

- 1 - Practical training in an Organization, Ministry, or Company that uses computers
- 2 - Presentation and discussion of the prepared report

#### Teaching and Learning Methods

- 1 - Practical training
- 2 - Discussion session
- 3 - Information collection during training period

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**Students Assessment**

| <u>Assessment Method</u> | <u>TIME</u>                | <u>MARKS</u> |
|--------------------------|----------------------------|--------------|
| Continuous evaluation    | during the training period | 25%          |
| Report                   | 7th week                   | 25%          |
| Report Discussion        | 8th week                   | 50%          |

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**Books and References**

|                   |      |
|-------------------|------|
| Course note       | None |
| Essential books   | None |
| Recommended books | None |

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**Knowledge and Skills Matrix**

| Main Course Contents  | Study Week | Knowledge and Understanding | Intellectual Skills | Professional Skills | General Skill |
|---|------------|-----------------------------|---------------------|---------------------|---------------|
| Practical training in an Organization, Ministry, or Company that uses computers | 1-6 weeks  | a1-a2                       | b1-b2               | c1-c2               | d1-d2         |
| Presentation and discussion of the prepared report                              | 7-8        | a1-a2                       | b1-b2               | c1-c2               | d1-d2         |