



**COLLEGE OF INFORMATION TECHNOLOGY
DEPARTMENT OF INFORMATION TECHNOLOGY
COURSE SYLLABUS/ SPECIFICATION**

Course Code & Title: INTR463 – BSIT Internship

Weight: (0-0-3)

Prerequisite: Completion of at least 90 Credits and CGPA \geq 2.0

NQF Level Allocated: 8

NQF Notional Hours / Credits: 120 notional hours/ 12 NQF credit

Description:

In today's turbulent economic environment, a country workforce is increasingly pivotal to business success. Stemmed from the desire and sense of responsibility that Ahlia University has against the society and their own students, and as part of their vision, of being leaders in the market of higher education, they do understand the need to invest in their capital made of partially their students in order to equip the market with talented workforce. Based on this INTR 463 course was introduced, representing a structured opportunity to incorporate academic, professional and personal skills development which enables the student to gain a planned and directed learning experience. It enables the student to integrate knowledge gained through their classroom learning with the competencies made available through actual experience in a professional setting. The internship programme requires a minimum of 240 hours of work at the internship worksite. Students will receive academic credit after a successful completion of the programme. The numbers of credits that are earned by the student as a result of successful completion of the internship programme are 3 credits.

Objective:

The BSIT Internship is a form of experiential learning and the aims are:

1. To provide students from the college with an opportunity to integrate knowledge, skills and competencies learned in the classroom with practical application and skills enhancement in an IT-related work-based/professional environment.
2. To give students an opportunity to gain experience of an IT- work environment and to develop links with professionals in the field they are considering for a future career
3. To ultimately enhance student employability and at the same time to build relationships between the university, businesses and the local community.
4. To give employers an opportunity to guide and also evaluate future talent in the field of IT: software development, networking, database management and web design.

Semester:

Instructor (s):

Office Telephone:

Email (s):

Intended Learning Outcomes (ILOs):

A. Knowledge and Understanding		NQF Descriptor/ Level
A1	Concepts and Theories:	N/A
A2	Contemporary Trends, Problems and Research:	N/A
A3	Professional Responsibility: Demonstrate awareness of business professional etiquette during the achievement of internship responsibilities including a holistic appreciation of day-to-day obligations as a practitioner in the field of IT.	Knowledge: Theoretical Understanding [Level 8] Knowledge: Practical Application [Level 8]
B. Subject-specific Skills		NQF Descriptor/ Level
B1	Problem Solving: Solve practical real-world problems in an organization using computing techniques and algorithms.	Knowledge: Practical Application [Level 8] Skills: Generic Problem Solving and Analytical Skills [Level 8] Skills: Communication, ICT and Numeracy Skills [Level 8]
B2	Modeling and Design: Apply design skills in terms of: software component model, data model, and system–user interaction model.	Skills: Generic Problem Solving and Analytical Skills [Level 8] Skills: Communication, ICT and Numeracy Skills [Level 8]
B3	Application of Methods and Tools: Gain proficiency in	Knowledge:

	programming skills in: oracle, java, visual basic, web programming, O-O programming and/or scripting languages.	Practical Application [Level 8] Skills: Communication, ICT and Numeracy Skills [Level 8]
C. Critical-Thinking Skills		NQF Descriptor/ Level
C1	Analytic skills: Apply skills of internal and external criticism, employ logic and, where appropriate, interpret output of crunched numeric data utile in a decision-making process in an IT-context.	Skills: Generic Problem Solving and Analytical Skills [Level 8] Skills: Communication, ICT and Numeracy Skills Level 8]
C2	Synthetic: Draw together information and, where relevant, output of analysis, to yield cogent conclusions in an IT-context.	Skills: Generic Problem Solving and Analytical Skills [Level 8] Skills: Communication, ICT and Numeracy Skills [Level 8]
C3	Creative Thinking and innovation: Think out of the box as an aid to generating innovative solutions in an IT-context.	Skills: Generic Problem Solving and Analytical Skills [Level 8] Skills: Communication, ICT and Numeracy Skills [Level 8]
D. General and Transferable Skills (other skills relevant to employability and personal development)		NQF Descriptor/ Level
D1	Communication: Communicate effectively orally and written to a variety of stakeholders of the organization who manifest different levels of technical expertise and knowledge. Make IT information cognizable to non-IT professional and address technical issues to both technical and non-technical audiences.	Skills: Communication, ICT and Numeracy Skills [Level 8]
D2	Teamwork and Leadership: Take part, where applicable, in designated teamwork, shouldering burdens, as part of a team, which adds value to group output in the organization. Exercise initiative to support, encourage and contribute to the output of other team members fostering a positive team environment	Competence: Autonomy, Responsibility and Context

		[Level 8]
D3	Organizational and Developmental Skills: Demonstrate skills utile to keeping organized and meeting deadlines and develop a facility to learn on the job, such organizational skills may include storing and presenting data and the use of logical diagrams (flow charts, time-lines).	Competence: Autonomy, Responsibility and Context [Level 8]
D4	Ethics and Social Responsibility: Perform job functions in light of ethical and social norms in a way that contribute to the social responsibility of the organization.	Competence: Autonomy, Responsibility and Context [Level 8]
Course Structure (Outline)		
NA		

Teaching Materials: On job training and mentoring tasks supervision.

Handout(s):	Ahlia University Undergraduate Internship Programme Guidelines
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Assessment

The student will be given grade PASS or FAIL based on his/her total points achieved on the undertaken Tasks. A letter grade P will be issued for the student if he/she obtained 70 points or more on the tasks shown above in the grading Scheme table and a letter grade F if he/she obtained less than 70 points.

Method of Assessment	Description	Learning Outcomes	Weighting
Site Supervisor Mid Evaluation	The site supervisor evaluates the student after the completion of the first month of the internship period and assesses the student personal qualities and professional skills. A 5-points scale is used to evaluate the student. The assessment is based on the quality of the work done, the attitude demonstrated by the student as well as the site supervisor continuous contact with the student and the academic supervisor during the internship period. The completed form is discussed with the student to help him/her in his/her professional development.	A3, B1, B2, B3 C1, C2, C3 D1, D2, D3, D4	25%

Site Supervisor Final Evaluation	The site supervisor evaluates the student after the completion of the internship period. The evaluation form consists of two parts. In the first part, a 5-points scale is used to evaluate the student personal qualities and professional skills. The second part of the evaluation consists of two questions concerning the student strengths and weaknesses as well as the site supervisor recommendations to prepare the student for the workplace. The assessment is based on the quality of the work done, the attitude demonstrated by the student as well as the site supervisor continuous contact with the student and the academic supervisor during the internship period. The completed form is discussed with the student to help him/her in his/her professional development.	A3, B1, B2, B3 C1, C2, C3 D1, D2, D3, D4	25%
Academic Supervisor Evaluation	The academic supervisor evaluates the student after the completion of the internship period and assesses the student personal qualities and professional skills. A 5-points scale is used to evaluate the student. The assessment is based on the two site visits conducted by the academic supervisor to the student as well as the academic supervisor continuous contact with the student and the site supervisor during the internship period. The completed form is discussed with the student to help him/her in his/her professional development.	A3, B1, B2, B3 C1, C2, C3 D1, D2, D3, D4	10%
Student Monthly Report 1	The first monthly report is completed by the student by the end of the first internship month. In the report, the student should answer four questions each answer must consist of at least 50 words typed in paragraph format.	D1, D3	10%
Student Monthly Report 2	The second monthly report is completed by the student by the end of the second internship month. In the report, the student should answer four questions each answer must consist of at least 50 words typed in paragraph format.	D1, D3	10%
Student Final	After the completion of the internship,	D1, D3	20%

Report	the student must write a final report reflecting on his/her internship experience with a brief description of the organization in which he/she spent the internship period. The report consists of a cover page, table of contents, overview, summary of accomplishment, problems faced and skills attained and an overall evaluation of the internship experience and recommendations for improvement.		
Overall:			100 %

Admissions	
Minimum number of students	NA
Maximum number of students	NA

Ahlia University values academic integrity. Therefore, all students must understand the meaning and consequences of cheating, plagiarism and other academic offences under the Code of Student Conduct and Disciplinary Procedures (see www.ahlia.edu.bh/integrity for more information).