



## COURSE DESCRIPTION CARD - SYLLABUS

Course name

Undergraduate internship

### Course

Field of study

Year/Semester

Transport

3/6

Area of study (specialization)

Profile of study

general academic

Level of study

Course offered in

First-cycle studies

Polish

Form of study

Requirements

part-time

compulsory

### Number of hours

Lecture

Laboratory classes

Other (e.g. online)

120

Tutorials

Projects/seminars

### Number of credit points

3

### Lecturers

Responsible for the course/lecturer:

Jedrzej KASPRZAK Ph.D. (Eng.)

Faculty of Civil and Transport Engineering

Institute of Transport

Piotrowo 3, 60-965 Poznan, POLAND

T:+4861 6652110

e-mail: jedrzej.kasprzak@put.poznan.pl

Responsible for the course/lecturer:

Andrzej ZIOLKOWSKI Ph.D. (Eng.)

Faculty of Civil and Transport Engineering

Institute of Combustion Engines and Drives

Piotrowo 3, 60-965 Poznan, POLAND

T: +4861 6652004

e-mail: andrzej.j.ziolkowski@put.poznan.pl

### Prerequisites

**KNOWLEDGE:** The student has knowledge of the applicable rules of the internship. He knows the internship regulations and the conditions for passing them. Has a basic knowledge of the issues covered by the study program. Has knowledge related to the basic issues of functioning of modern transport realities, in particular: transportation means engineering, traffic engineering and transportation systems analysis.

**SKILLS:** The student has the ability to creatively use the knowledge acquired during first-cycle studies.

**SOCIAL COMPETENCES:** The student is able to work in a working group. Can transparently distribute tasks in the group. He can correctly interpret and perform the tasks received and is able to make a verbal presentation of the results of his work.



### Course objective

Verification of the theoretical knowledge possessed by the student with reality, gaining new professional experience in real working conditions. Practical application of the knowledge and skills acquired during studies in practice. Acquainting the student with the realities of the functioning of the workplace against the background of the applicable law, business hierarchy, business secrets, interpersonal relations, learning to analyze and choose good models (especially duty, loyalty to the parent company, responsibility, sense of identity, self-esteem, etc.) useful in the next life, especially in the professional sphere. An attempt to assess the role and importance of the workplace in the economy and life of the local community, as well as gaining experience on the labor market by the student.

### Course-related learning outcomes

#### Knowledge

The student knows the basic concepts of economics, related in particular to transport investments

The student has basic knowledge of managing and running a business and knows the general principles of creating and developing forms of individual entrepreneurship

#### Skills

The student is able to take into account in the process of formulating and solving tasks in the field of transport engineering also non-transport aspects, in particular social, legal and economic issues

The student is able to organize, cooperate and work in a group, assuming various roles in it, and is able to properly define priorities for the implementation of a task set by himself or others

The student is able to plan and implement the process of own life long learning and knows the possibilities of further education (second and third degree studies, postgraduate studies, courses and exams conducted by universities, companies and professional organizations)

#### Social competences

The student is aware of the social role of a technical university graduate, in particular, he/she understands the need to formulate and transfer to the society, in an appropriate style, information and opinions on engineering activities, technological achievements, as well as the achievements and traditions of the transport engineer profession

The student correctly identifies and solves dilemmas related to the profession of a transport engineer

### Methods for verifying learning outcomes and assessment criteria

Learning outcomes presented above are verified as follows:

Completion of internships on the basis of a report on the implementation of internships, certified by the company, assessment of the internship tutor by the company Possibility of crediting professional work towards professional practice (condition of program compliance)

### Programme content

Getting to know the functioning of production, commercial or service enterprises related to the general logistic (including transport) engineering, including self use or externally) or serving the logistic services



for third parties, companies giving the opportunity to learn about the basic issues of logistics (including especially transport), such as:

- transport (transportation processes, technology, documentation, legal requirements and transportation organization and management),
- spedition (spedition process, documentation, legal requirements, and contact with speditors),
- warehousing (manipulation and storing processes, technology, documentation, legal requirements and warehousing and store processing and management),
- logistics (including logistics of supply and distribution, eventually production),
- vehicles infrastructure (especially cargo, but also passenger used in the commercial activities, including management and the processes of selling use and maintenance),
- and others, related.

### Teaching methods

Description of assumptions of realization of undergraduate internship during the organized meeting. Information sent via electronic means. Verification of completeness and correctness of documentation related with organization of undergraduate internship.

### Bibliography

Basic

Framework of internship for 2nd degree studies of Transport

Framework programm of internship for 2nd degree studies of Transport

Templates of documents for 2nd degree studies of Transport - agreement, report, detailed internship program

Additional

### Breakdown of average student's workload

	Hours	ECTS
Total workload	120	3,0
Classes requiring direct contact with the teacher	10	1,0
Student's own work (internship in the company, collecting materials and writing a report) <sup>1</sup>	110	2,0

<sup>1</sup> delete or add other activities as appropriate