

## Specification for the book of courses

<b>Study program</b>		Communications and Information Technologies		
<b>Module</b>		Common		
<b>Type and level of studies</b>		Master studies		
<b>The name of the course</b>		Professional Practice		
<b>Lecturer (for lectures)</b>		Head of study programme		
<b>Lecturer/associate (for exercises)</b>				
<b>Lecturer/associate (for OFE)</b>				
<b>Number of ECTS</b>	3	<b>Course status (obligatory/elective)</b>	Obligatory	
<b>Prerequisites</b>				
<b>Course objectives</b>				
Getting to know the process of work in the company in which the professional practice is carried out, its goals and organizational units. Getting to know the team and the project where the student is involved, which is selected in accordance with the student's study program. Understanding the process of work in the company, business processes, understanding of work risks, participation in design, documentation preparation or quality control, in accordance with the work process and organizational possibilities of the company.				
<b>Course outcomes</b>				
Improving students' ability to get involved in the work process after completion of studies. Developing responsibility, professional approach to work, communication skills in the team. Complementing the theoretical knowledge acquired within the study program with practical knowledge of the issues that have been studied. Using the experience of professionals working in the enterprise where the practice is carried out to expand the practical knowledge and motivation of students. To gain a clear insight into the possibility of applying the acquired knowledge and skills covered by the study program in practice.				
<b>Course outline</b>				
<b>Theoretical teaching</b>				
<b>Practical teaching (exercises, OFE, study and research)</b>				
The content of the professional practice is in full compliance with the objectives of the practice. The student learns the structure of the company and the goals of its business, adjusts his/her own engagement to the corresponding study area and duly fulfills his/her work obligations in accordance with the duties of the employees in the company. The student describes his own engagement during the professional practice and gives a critical insight in his/her own experience, knowledge and skills gained in practice.				
<b>Textbooks/references</b>				
1				
2				
3				
4				
5				
<b>Number of classes of active education per week during semester/trimester/year</b>				
<b>Lectures</b>	<b>Exercises</b>	<b>OFE</b>	<b>Study and research work</b>	<b>Other classes</b>
				6
<b>Teaching methods</b>				
As a rule, the student chooses an enterprise from the state, private or public sector in which he/she will perform the professional practice. Professional practice can also be done abroad, which offers opportunity for improving student's language proficiency. Following the student's proposal, the head of the study program approves the practice in the chosen enterprise, and a written referral for professional practice is issued to a person in charge in the enterprise. After completing the practice, on the basis of the student's report and the confirmation of the responsible person who confirms that the practice has been performed, the student is awarded 3 ESPB points.				
<b>Grade (maximum number of points 100)</b>				
<b>Pre-exam duties</b>	<b>Points</b>	<b>Final exam</b>	<b>Points</b>	
<b>Activity during lectures</b>		<b>Written exam</b>		
<b>Exercises</b>	70	<b>Oral exam</b>	30	
<b>Colloquia</b>				
<b>Projects</b>				