

# CS3505: IT PROFESSIONAL INTERNSHIP

## New Syllabus Proposal

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### Effective Term

Semester B 2023/24

## Part I Course Overview

### Course Title

IT Professional Internship

### Subject Code

CS - Computer Science

### Course Number

3505

### Academic Unit

Computer Science (CS)

### College/School

College of Engineering (EG)

### Course Duration

Two Semesters

### Credit Units

0-9

### Level

B1, B2, B3, B4 - Bachelor's Degree

### Medium of Instruction

Other Languages

### Other Languages for Medium of Instruction

English and other languages appropriate to the internship setting

### Medium of Assessment

English

### Prerequisites

Completed at least 25 credit units of CS courses and attained CGPA of 1.7 or above in semester prior to internship

### Precursors

Nil

### Equivalent Courses

Nil

### Exclusive Courses

Nil

## Part II Course Details

### Abstract

This course aims to allow students the opportunity to appreciate a real (computer oriented) working environment; to relate concepts and principles of different subject areas learned to the 'real' environment; and to put into practice some of the methods, tools and techniques of the computer related disciplines of the programme.

### Course Intended Learning Outcomes (CILOs)

CILOs		Weighting (if DEC-A1 DEC-A2 DEC-A3 app.)		
1	Develop and apply a range of communication skills for different audiences (e.g. peer, client, manager or employer). Appreciate the role and functioning of IT in a business organization through observation of its operations and discovering the practice and standards.	25	x	
2	Demonstrate level of competence in skill-oriented aspect of the programme.	17		x
3	Demonstrate the ability to work effectively, independently and professionally.	30		x
4	Demonstrate the ability to collaborate and function effectively with IT and non IT personnel.	12		x
5	Develop an attitude to propose solution for problems through independent investigation.	16	x	

#### A1: Attitude

Develop an attitude of discovery/innovation/creativity, as demonstrated by students possessing a strong sense of curiosity, asking questions actively, challenging assumptions or engaging in inquiry together with teachers.

#### A2: Ability

Develop the ability/skill needed to discover/innovate/create, as demonstrated by students possessing critical thinking skills to assess ideas, acquiring research skills, synthesizing knowledge across disciplines or applying academic knowledge to real-life problems.

#### A3: Accomplishments

Demonstrate accomplishment of discovery/innovation/creativity through producing /constructing creative works/new artefacts, effective solutions to real-life problems or new processes.

### Teaching and Learning Activities (TLAs)

TLAs	Brief Description	CILO No.	Hours/week (if applicable)
1	Special training arranged with Career and Leadership Centre for CV writing and interview techniques and going through the job finding process	1, 2, 3, 4, 5	

2		Pre/post-internship training seminars and reflection through writing interim and final reports	1, 2, 3, 4, 5	
3		The actual internship work, supervision and feedback from working supervisor	1, 2, 3, 4, 5	
4		Supervision and feedback from academic supervisor	1, 2, 3, 4, 5	

**Assessment Tasks / Activities (ATs)**

ATs		CILO No.	Weighting (%)	Remarks (e.g. Parameter for GenAI use)
1	Interview performance in job finding Actual internship work Internship report Feedback from company supervisor Feedback from academic supervisor based on company visit and internship report	1, 2, 3, 4, 5	100	

**Continuous Assessment (%)**

100

**Examination (%)**

0

**Additional Information for ATs**

(ATs are designed to assess how well the students achieve the CILOs.)

Interview performance in job finding (CILO No. 1)

Actual internship work (CILO Nos. 1, 4, 5)

Internship report (CILO Nos. 1, 2)

Feedback from company supervisor (CILO Nos. 2, 3, 4)

Feedback from academic supervisor based on company visit and internship report (CILO Nos. 2, 3)

**Assessment Rubrics (AR)****Assessment Task**

1. Interview performance in job finding

**Criterion**

1.1. Ability to get a job and show good performance

**Failure (F)**

Fail to get a job

**Assessment Task**

2. Actual internship work

**Criterion**

2.1. Ability to complete and fulfil all job duties

**Failure (F)**

Not even reaching margin level

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**Assessment Task**

3. Internship report

**Criterion**

3.1 Ability to report and reflect on internship learning experience

**Failure (F)**

Not even reaching margin level

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**Assessment Task**

4. Feedback from company supervisor

**Criterion**

4.1. Ability to achieve in overall performance

**Failure (F)**

Not even reaching margin level

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**Assessment Task**

5. Feedback from academic supervisor

**Criterion**

5.1. Ability to perform in internship work, report and reflection

**Failure (F)**

Not even reaching margin level

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## Part III Other Information

**Keyword Syllabus**

Nil

**Reading List**

**Compulsory Readings**

Title	
1	Nil

**Additional Readings**

<b>Title</b>	
1	Nil