

FS4001: CO-OPERATIVE EDUCATION SCHEME (CES)

Effective Term

Summer Term 2023

Part I Course Overview

Course Title

Co-operative Education Scheme (CES)

Subject Code

FS - College of Engineering (FS)

Course Number

4001

Academic Unit

College of Engineering (EG)

College/School

College of Engineering (EG)

Course Duration

Non-standard Duration

Other Course Duration

8-12 Months

Credit Units

0-8

Level

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

Medium of Instruction

Other Languages

Other Languages for Medium of Instruction

Depending on host and host country:

Chinese & English if host is in HK, Taiwan and Mainland

English if host is English speaking or in non-Chinese speaking countries

Medium of Assessment

English

Prerequisites

Nil

Precursors

Nil

Equivalent Courses

Nil

Exclusive Courses

Nil

Part II Course Details**Abstract**

This course aims to provide students with the opportunity to:

- (a) integrate the knowledge they acquired in classroom and apply it in real work setting
- (b) appreciate work ethics and professionalism in real work environment
- (c) appreciate team work, group / organizational behaviour in a work environment
- (d) develop an understanding of the operation of industry, based on which students can further plan their career

It is conducted at the host company/institution whereby students are jointly supervised by the host mentor and the CityU supervisor. Students will complete their Final Year Project at the host company.

Course Intended Learning Outcomes (CILOs)

CILOs		Weighting (if DEC-A1 DEC-A2 DEC-A3 app.)			
1	Recognize and practise the soft skills that are required at workplace				
2	Describe the setting of the industry and the operations of the host company				
3	Recognize and practise the roles of professionals in the industry				
4	Apply and integrate the knowledge acquired in the classroom at workplace				
5	Acquire the abilities for future career development				

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	Pre-attachment Training activities, such as lectures on contemporary China, interview skills, workplace survival, etc.	1, 2, 3, 5	4 hrs in total before training begins

2		Interaction and communication with staff in Co-op Centre as well as general counselling.	1, 3	On need basis throughout training period; 8-12 months
3		Keeping a training log	2, 4	Throughout training period; 8-12 months
4		Supervisory visits to discuss and review the internship with students and mentors.	1, 2, 3, 4, 5	3-4 visits
5		Giving a presentation that summarizes the learning during the industrial training.	1, 2, 3, 4, 5	20 mins in total

Assessment Tasks / Activities (ATs)

	ATs	CILO No.	Weighting (%)	Remarks (e.g. Parameter for GenAI use)
1	Progress report	1, 2	20	
2	Quiz	1, 2	20	
3	Oral presentation	1, 2	20	
4	Final written report	1, 2	40	

Continuous Assessment (%)

100

Examination (%)

0

Additional Information for ATs

Students are required to pass all the assessment tasks in order to pass the course.

Assessment Rubrics (AR)**Assessment Task**

1. Logbook

Criterion

Ability to record precisely (a) the accomplished tasks and output if any, (b) the student's observation and analysis and (c) the knowledge/skills acquired by the students during the period.

Failure (F)

Not meeting marginal standard

Assessment Task

2. Final Presentation

Criterion

Ability to well-organize the content materials and communicate with the audience confidently through the presentation in an effective manner, supported with good eye contact, vocal expression, poise, appropriate pace and time management and to answer the questions asked as thoroughly and precisely as one can.

Failure (F)

Not meeting marginal standard

Assessment Task

3. Day-to-day duty

Criterion

Ability to deliver one' s assigned duties in an efficient and effective manner, at the same time demonstrating excellent (a) work attitude (b) problem solving abilities (c) critical and analytical skills and (d) communication and interpersonal skills

Failure (F)

Not meeting marginal standard

Part III Other Information**Keyword Syllabus**

Nil

Reading List**Compulsory Readings**

Title	
1	Nil

Additional Readings

Title	
1	Nil