

Course unit title:	Internship		
Course unit code:	ABSI 300		
Type of course unit:	Elective		
Level of course unit:	Bachelor (1st Cycle)		
Year of study:	4		
Semester when the unit is delivered:	7 (Fall)		
Number of ECTS credits allocated :	6		
Name of lecturer(s):	Mr. Yiannos Loizides		
Learning outcomes of the course unit:	<p>By the end of the course, the students should be able to:</p> <ul style="list-style-type: none"> - Integrate classroom knowledge and experience in an industrial, / practical setting in various businesses, government, or community-service work situations. - Translate academic principles to action, to test career interests, and to develop skills and abilities through carefully planned and supervised programs related to the Business degree they are seeking. - Comprehend the contemporary turbulent and changing business environment. . - Develop the appropriate communication skills necessary to communicate effectively with superiors, inferiors, colleagues and customers. - Work under pressure and within time constraints. - Learn to work in groups. - Expand and utilize the experience gained during their employment into a thesis project 		
Mode of delivery:	Work Placement		
Prerequisites:	ABSM112,ABSA102, ABSO104, ABSE203/204,AMAT 210	Co-requisites:	None
Recommended optional program components:	None		
Course contents:	<ol style="list-style-type: none"> 1. Registrations for internships are handled at the departmental level with the cooperation of the Careers office and the Industry liaison office at Frederick University. . A departmental internship coordinator assists the student in designing the internship experience in various business disciplines such as; Marketing, Human Resources, Accounting & Finance, Operations etc.. 2. Close liaison should be attained between the university and the firm, institution, or agency in order to ensure that the aims and objectives of the program are fulfilled and a high-quality of internship is attained. For this purpose on-site visits may be carried out by the Internship coordinator to ensure that all conditions are fulfilled. 3. A number of interim reports will be submitted to enable assess and evaluate the progress of the student. The reports which should also be signed by the work / department supervisor must show the basic skills the student is expected to develop (communication, working in groups and under time constraints) as well as the duties performed and their relevance to the theory gained in class. 4. Students will be required to submit a final report for assessment before a grade is given to them. The final report which should also be signed by the work / department supervisor should include an overview of the company, the structure of the company, a detailed 		

	reference to the duties performed and their relevance to the theory gained in class, main problems faced as well as benefits gained at work.
Recommended and/or required reading:	Published articles relevant to their academic discipline.
Textbooks:	Recent textbooks relevant to their academic discipline.
References:	
Planned learning activities and teaching methods:	<p>Students are required to visit and work in the chosen work place for a minimum of 100 hours per semester. During their placement period, students will be guided by their work / department supervisor and their relevant lecturers and / or Internship coordinator to observe, and evaluate the students' performance in the relevant discipline.</p> <p>The students' performance on applying the knowledge gained in the various aspects of business administration in real business situations will be observed and assessed by the department / work supervisor and in cooperation with the relevant lecturer and the internship coordinator.</p> <p>Student projects prepared during the practical exercises and deemed appropriate by the work /department supervisor will be submitted to the lecturer in charge for evaluation.</p> <p>The supervision and evaluation of students is the responsibility of the lecturer in charge through communication with the work / department supervisor, who will also submit an evaluation report.</p>
Assessment methods and criteria:	<p>Interim Reports 40%</p> <p>Final Report / Project 60%</p>
Language of instruction:	English
Work placement(s):	At least 100 working hours