



UNIVERSITI TEKNOLOGI MARA

EPC610: PRACTICAL TRAINING

Course Name (English)	PRACTICAL TRAINING APPROVED
Course Code	EPC610
MQF Credit	3
Course Description	The practical training attachment carries three credits and must be undertaken by all students. Students may choose to work in either private or public organizations. The period of training is for a total of three months. Students are evaluated on their workplace portfolio reports in their respective practical training attachment. In addition, the students' respective supervisor(s) and the work place organization will give evaluation reports on the students' performance at the workplace.
Transferable Skills	<ul style="list-style-type: none"> -Demonstrate ability to identify and articulate self skills, knowledge and understanding confidently and in a variety of contexts (reflective learner) -Demonstrate ability to communicate clearly and confidently, and listen critically (effective communicator) -Demonstrate ability to socialize with people from different walks of life (responsive) -Demonstrate resilience, perseverance and positivity in multi-tasking, dealing with change and meeting new challenges. (adaptable) -Demonstrate ability to work professionally and contribute positively in a team (experienced collaborator) -Demonstrate professional skills, knowledge and competencies. (expert in the field) -Demonstrate maturity of thoughts when responding to multiple inputs and contexts (Balanced graduate (Intellectual-Spiritual-Emotional))
Teaching Methodologies	Industrial Training, Supervision
CLO	<p>CLO1 apply the theoretical and practical knowledge as well as skills learned to the workplace situation</p> <p>CLO2 record in the given log book the daily activities and tasks assigned at the workplace</p> <p>CLO3 analyse and evaluate the strengths, limitations and weaknesses of work performance at the workplace</p> <p>CLO4 produce a comprehensive workplace portfolio report</p>
Pre-Requisite Courses	No course recommendations
Topics	<p>1. Practical Training</p> <p>1.1) Practical Training</p> <p>1.2) Student visit</p>

Assessment Breakdown	%
Continuous Assessment	100.00%

Details of Continuous Assessment	Assessment Type	Assessment Description	% of Total Mark	CLO
	Internship Report	A student's evaluation based from the faculty supervisor based on the student's performance (interview session with the workplace supervisor and the student).	20%	CLO1 , CLO2 , CLO3
	Internship Report	A student's evaluation report on his performance at the workplace	30%	CLO1 , CLO2 , CLO3
	Internship Report	At the end of the internship students are to submit a report - workplace report based on the organization that they were attached to.	50%	CLO1 , CLO2 , CLO3 , CLO4

Reading List	Reference Book Resources	<ul style="list-style-type: none"> • <i>Universiti Teknologi MARA 2009, Peraturan Akademik, Program Diploma dan Ijaza, Universiti Teknologi MARA</i> • <i>Academy of Language studies 2005, Academic Program/Plan of Studies, Universiti Teknologi MARA</i>
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Article/Paper List	This Course does not have any article/paper resources
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Other References	This Course does not have any other resources
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