

Industrial Placement

Programme course

6 credits

Praktik

TPTE06

Valid from: 2019 Spring semester

Determined by
Övrigt

Date determined
2018-08-31

Main field of study

No Main Field of Study

Course level

First cycle

Advancement level

G1X

Course offered for

- Computer Science and Engineering, M Sc in Engineering
- Design and Product Development, M Sc in Engineering
- Energy - Environment - Management, M Sc in Engineering
- Industrial Engineering and Management - International, M Sc in Engineering
- Electronics Design Engineering, M Sc in Engineering
- Industrial Engineering and Management, M Sc in Engineering
- Information Technology, M Sc in Engineering
- Chemical Biology, M Sc in Engineering
- Communications, Transport and Infrastructure, M Sc in Engineering
- Biomedical Engineering, M Sc in Engineering
- Media Technology and Engineering, M Sc in Engineering
- Computer Science and Software Engineering, M Sc in Engineering
- Mechanical Engineering, M Sc in Engineering
- Engineering Biology, M Sc in Engineering
- Applied Physics and Electrical Engineering - International, M Sc in Engineering
- Applied Physics and Electrical Engineering, M Sc in Engineering
- Computer Engineering, B Sc in Engineering
- Engineering Electronics, B Sc in Engineering
- Chemical Analysis Engineering, B Sc in Engineering
- Mechanical Engineering, B Sc in Engineering
- Biology, Bachelor's Programme
- Air Transportation and Logistics, Bachelor's Programme
- Physics and Nanoscience, Bachelor's Programme
- Programming, Bachelor's Programme
- Chemical Biology, Bachelor's Programme
- Chemistry - Molecular Design, Bachelor's Programme
- Civic Logistics, Bachelor's Programme
- Mathematics, Bachelor's Programme

Entry requirements

At least 90 approved ECTS from mandatory courses from semesters 1-4 from an educational programme at the Faculty of Science and Engineering.

Note: Admission requirements for non-programme students usually also include admission requirements for the programme and threshold requirements for progression within the programme, or corresponding.

Intended learning outcomes

The aim of the industrial placement is to ensure that the student becomes familiar with the working environment at a workplace for which the student's education has prepared him/her, and can function as a co-worker in a group. The student should also acquire practical experience, for example the production of products and services, in the field of technology/science as well as experience from collaboration at a workplace. Furthermore the industrial placement should strengthen the student's ability to take personal responsibility and provide him/her with experiences beyond the technical/scientific sphere.

After completing the course the student should be able to:

- describe the requirements imposed by working life
- know the importance of being able to systematically find and compile relevant information in connection with technical and scientific inquiries
- be able to describe the multifaceted roll assumed by present-day professionals

Course content

The industrial placement is chosen by the student within a field related to technology/science. The placement tasks should be of a relevant and technical/scientific nature and should be defined in advance. To pass the course, the student should be present full-time at the workplace for at least 3 continuous weeks and thereafter write a placement report about the project specified in the placement plan. Upon completion of the project, the student's supervisor at the workplace should attest to the student's presence as well as active participation in a supervisor report according to an established template (see appendix to the course syllabus).

Teaching and working methods

The course is conducted as an individual placement at an organization external to the university. The student should find and apply to an industrial placement on his/her own. Before the start of the course, the student's study advisor should approve the student's eligibility and the examiner should approve the student's placement plan, which is formulated according to an established template and signed by the student's supervisor at the placement organization as well as the student. The workplace, where the greater part of the course will take place, should provide a named supervisor for the entire period.

The industrial placement project should be documented in a written placement report. This written report should be detailed and professionally written and reflect well the aims of the course. The contents should be easy to understand and the quality of the written work should be good. The background and the inquiry of the project should be presented in the context of working life. The discussion should be detailed, and it should show the student's insight into the professional roll as well as technical, engineering and/or scientific skills. The report should include proper citation of sources and a short summary.

After completion of the internship, the supervisor at the workplace must strengthen the student's presence and active participation in assigned internship assignments in a supervisor report according to the established template.

Further instructions as well as the mall for the internship plan and supervisor's report can be found in the appendix, see the "Other documents" tab.

Examination

UPG1	Assignment	6 credits	U, G
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The student counsellor verifies the student's eligibility.
Grades are given as 'Fail' or 'Pass'.

Grades

Two grade scale, older version, U, G

Course literature

No mandatory literature. Where appropriate the literature can be decided in consultation with the supervisor.

Department

Tekniska fakultetens kansli

Examiner

Nämndspecifikt

Education components

Preliminary scheduled hours: 0 h

Recommended self-study hours: 160 h

Course literature

Other

Common rules

Course syllabus

A syllabus has been established for each course. The syllabus specifies the aim and contents of the course, and the prior knowledge that a student must have in order to be able to benefit from the course.

Timetabling

Courses are timetabled after a decision has been made for this course concerning its assignment to a timetable module. A central timetable is not drawn up for courses with fewer than five participants. Most project courses do not have a central timetable.

Interrupting a course

The vice-chancellor's decision concerning regulations for registration, deregistration and reporting results (Dnr LiU-2015-01241) states that interruptions in study are to be recorded in Ladok. Thus, all students who do not participate in a course for which they have registered must record the interruption, such that the registration on the course can be removed. Deregistration from a course is carried out using a web-based form: www.lith.liu.se/for-studenter/kurskomplettering?l=sv.

Cancelled courses

Courses with few participants (fewer than 10) may be cancelled or organised in a manner that differs from that stated in the course syllabus. The board of studies is to deliberate and decide whether a course is to be cancelled or changed from the course syllabus.

Regulations relating to examinations and examiners

Details are given in a decision in the university's rule book:
<http://styrdokument.liu.se/Regelsamling/VisaBeslut/622678>.

Forms of examination

Examination

Written and oral examinations are held at least three times a year: once immediately after the end of the course, once in August, and once (usually) in one of the re-examination periods. Examinations held at other times are to follow a decision of the board of studies.

Principles for examination scheduling for courses that follow the study periods:

- courses given in VT1 are examined for the first time in March, with re-

examination in June and August

- courses given in VT2 are examined for the first time in May, with re-examination in August and October
- courses given in HT1 are examined for the first time in October, with re-examination in January and August
- courses given in HT2 are examined for the first time in January, with re-examination at Easter and in August.

The examination schedule is based on the structure of timetable modules, but there may be deviations from this, mainly in the case of courses that are studied and examined for several programmes and in lower grades (i.e. 1 and 2).

- Examinations for courses that the board of studies has decided are to be held in alternate years are held only three times during the year in which the course is given.
- Examinations for courses that are cancelled or rescheduled such that they are not given in one or several years are held three times during the year that immediately follows the course, with examination scheduling that corresponds to the scheduling that was in force before the course was cancelled or rescheduled.
- If teaching is no longer given for a course, three examination occurrences are held during the immediately subsequent year, while examinations are at the same time held for any replacement course that is given, or alternatively in association with other re-examination opportunities. Furthermore, an examination is held on one further occasion during the next subsequent year, unless the board of studies determines otherwise.
- If a course is given during several periods of the year (for programmes, or on different occasions for different programmes) the board or boards of studies determine together the scheduling and frequency of re-examination occasions.

Registration for examination

In order to take an examination, a student must register in advance at the Student Portal during the registration period, which opens 30 days before the date of the examination and closes 10 days before it. Candidates are informed of the location of the examination by email, four days in advance. Students who have not registered for an examination run the risk of being refused admittance to the examination, if space is not available.

Symbols used in the examination registration system:

** denotes that the examination is being given for the penultimate time.

* denotes that the examination is being given for the last time.

Code of conduct for students during examinations

Details are given in a decision in the university's rule book:
<http://styrdokument.liu.se/Regelsamling/VisaBeslut/622682>.

Retakes for higher grade

Students at the Institute of Technology at LiU have the right to retake written examinations and computer-based examinations in an attempt to achieve a higher grade. This is valid for all examination components with code "TEN" and "DAT". The same right may not be exercised for other examination components, unless otherwise specified in the course syllabus.

Retakes of other forms of examination

Regulations concerning retakes of other forms of examination than written examinations and computer-based examinations are given in the LiU regulations for examinations and examiners,

<http://styrdokument.liu.se/Regelsamling/VisaBeslut/622678>.

Plagiarism

For examinations that involve the writing of reports, in cases in which it can be assumed that the student has had access to other sources (such as during project work, writing essays, etc.), the material submitted must be prepared in accordance with principles for acceptable practice when referring to sources (references or quotations for which the source is specified) when the text, images, ideas, data, etc. of other people are used. It is also to be made clear whether the author has reused his or her own text, images, ideas, data, etc. from previous examinations.

A failure to specify such sources may be regarded as attempted deception during examination.

Attempts to cheat

In the event of a suspected attempt by a student to cheat during an examination, or when study performance is to be assessed as specified in Chapter 10 of the Higher Education Ordinance, the examiner is to report this to the disciplinary board of the university. Possible consequences for the student are suspension from study and a formal warning. More information is available at <https://www.student.liu.se/studenttjanster/lagar-regler-rattigheter?l=sv>.

Grades

The grades that are preferably to be used are Fail (U), Pass (3), Pass not without distinction (4) and Pass with distinction (5). Courses under the auspices of the faculty board of the Faculty of Science and Engineering (Institute of Technology) are to be given special attention in this regard.

1. Grades U, 3, 4, 5 are to be awarded for courses that have written examinations.
2. Grades Fail (U) and Pass (G) may be awarded for courses with a large degree of practical components such as laboratory work, project work and group work.

Examination components

1. Grades U, 3, 4, 5 are to be awarded for written examinations (TEN).
2. Grades Fail (U) and Pass (G) are to be used for undergraduate projects and other independent work.

3. Examination components for which the grades Fail (U) and Pass (G) may be awarded are laboratory work (LAB), project work (PRA), preparatory written examination (KTR), oral examination (MUN), computer-based examination (DAT), home assignment (HEM), and assignment (UPG).
4. Students receive grades either Fail (U) or Pass (G) for other examination components in which the examination criteria are satisfied principally through active attendance such as other examination (ANN), tutorial group (BAS) or examination item (MOM).

The examination results for a student are reported at the relevant department.

Regulations (apply to LiU in its entirety)

The university is a government agency whose operations are regulated by legislation and ordinances, which include the Higher Education Act and the Higher Education Ordinance. In addition to legislation and ordinances, operations are subject to several policy documents. The Linköping University rule book collects currently valid decisions of a regulatory nature taken by the university board, the vice-chancellor and faculty/department boards.

LiU's rule book for education at first-cycle and second-cycle levels is available at http://styrdokument.liu.se/Regelsamling/Innehall/Utbildning_pa_grund-_och_avancerad_niva.