

UČNI NAČRT PREDMETA / COURSE SYLLABUS

Ime predmeta:	Strokovna praksa na ŠP 2. stopnje kot KOOD 1, 2, 3, 4
Course title:	Practical training in the 2nd – cycle study programme as KOOD 1, 2, 3, 4

Študijski program 2. stopnje Study programme and cycle	Študijska smer Study option	Letnik Year of study	Semester Semester
Katerikoli program	Katerakoli smer		Letni in zimski
Any study programme	Any study option		Summer and winter

Vrsta predmeta (obvezni ali izbirni) / Course type (compulsory or elective)	Izbirni
	Elective

Univerzitetna koda predmeta / University course code:

Predavanja Lectures	Seminar Seminar	Vaje Tutorial	Klinične vaje Clinical training	Druge oblike študija Other forms of study	Samost. delo Individual work	ECTS
					176	6

Nosilec predmeta / Course coordinator:

Jeziki /Languages:	Predavanja / Lectures:	slovenski / Slovene
	Vaje / Tutorial:	slovenski / Slovene

Pogoji za vključitev v delo oz. za opravljanje študijskih obveznosti:

Prijavite se lahko študenti študijskega programa 2. stopnje, ki ste redno vpisani v študijski program in ste redno napredovali v višji letnik (če ste že v višjem letniku oz. ste absolventi).

Študent lahko strokovno prakso na študijskem programu 2. stopnje opravlja kadarkoli v času študija, in sicer z istega strokovnega področja, kot je njegov študij.

Za vključitev v opravljanje strokovne prakse mora imeti opravljen:

- Zdravniški pregled:

Študentje morate za opravljanje strokovne prakse opraviti tudi zdravniški pregled.

Če od sistematskega pregleda, ki ste ga opravili v prvem letniku dodiplomskega študija, ni preteklo več kot 60 mesecev, vam zdravniškega pregleda ni

Prerequisites for enrolling in the course or for performing study obligations:

Full time second cycle study programme students can apply if you advanced continuously into higher year of study (if you are already in the higher year or graduate year).

Students can perform the practical training on a second cycle study programme at any time during the study in the same professional field as their study.

In order to perform the practical training the student must pass:

- a medical examination.

If no more than 60 months have passed since the systematic examination carried out in the first year of undergraduate study, you don't have to pass the medical examination. As proof, it is necessary to bring a certificate of completed systematic

potrebno opravljati. Kot dokazilo je potrebno prinesiti potrdilo o opravljenem sistematskem pregledu, ki ga dobite v ambulanti, kjer ste opravljali zdravniški pregled.

Če ste sistematski pregled opravili pred več kot 5 leti, je potrebno zdravniški pregled ponovno opraviti, pri čemer stroške pregleda nosite študentje, razen če se s podjetjem dogovorite drugače.

- Usposabljanje iz varstva pri delu, skladno z zakonodajo (zagotovi delodajalec).
- Zavarovanja za nezgode pri delu in ZPIZ zavarovanje (zagotovi delodajalec).

examination, which you receive at the clinic where you performed the medical examination.

If you passed a systematic examination more than 5 years ago, the medical examination must be performed again. The costs of the examination bare the students, unless you agree otherwise with the company.

- Occupational safety training in accordance with the law (provided by the employer).
- Insurance against accidents at work and ZPIZ insurance (provided by the employer).

Vsebina (kratek pregled učnega načrta):

spoznavanje organizacije,
seznanitev s problemom, ki ga bo študent reševal v času prakse in delo na problemu
konzultacije z mentorjem v organizaciji,
priporočila za nadaljnje delo

Content (syllabus outline):

getting to know the organization,
acquaintance with the problem that the student will solve during the practical training and work on the problem,
consultation with a mentor in the organization,
recommendations for further work

Temeljni literatura in viri / Reading materials:

- interni akti organizacij/ internal companies documents,
- priročniki, / handbooks,
- navodila za delo /work instructions,
- standardi/standards.

Cilji in kompetence:

- Cilj prakse je seznaniti študente s konkretnimi problemi v praksi, bodočim delovnim okoljem in z delovnimi izkušnjami, ki so pomembne za njihov študij oziroma kompetence.

Objectives and competences:

- The aim of the practical training is to acquaint students with concrete problems in practice, future work environment and work experience that are important for their studies or competencies.

Predvideni študijski rezultati:

- Študent bo sposoben prenosa teoretičnega znanja v prakso.

Intended learning outcomes:

- The student will be able to transfer theoretical knowledge into practice.

Metode poučevanja in učenja:

- Praktično delo na konkretnem problemu

Learning and teaching methods:

- Practical work on a specific problem.

Načini ocenjevanja:	Delež (v %) / Share (in %)	Assessment methods:
<p>Najkasneje v roku enega meseca po opravljeni strokovni praksi koordinatorju praks/vodji študijskega programa (opredelijo članice) oddati:</p> <ul style="list-style-type: none"> - potrdilo podjetja, da ste tam opravljali strokovno prakso (navedba obdobja opravljanja strokovne prakse, podpis delovnega mentorja v podjetju in podpis odgovorne osebe v podjetju) - strnjeno poročilo (do 2 strani), iz katerega je razvidno, katere spretnosti in znanja, vezana na področje študija, ste si na praksi pridobili. 	<p>100 % (opisna ocena/descripti ve grade)</p>	<p>No later than one month after the completed practical training, submit to the coordinator of internships / head of the study program (defined by the members):</p> <ul style="list-style-type: none"> - confirmation from the company that you have performed a practical training with them (indication of the period of performing the practical training, signature of the work mentor in the company and signature of the responsible person in the company) - a report (up to 2 pages), which shows what skills and knowledge related to the field of study you have acquired with the practical training.

Reference nosilca / Course coordinator's references:

--