



Information Systems Department

Course Syllabus

IS400 - Practical Training

Catalog Description: Practical training is one of the important tools in the higher education that aims to improve the student's practical skills. Throughout this training program, IS students have to spend a period in on job training of at least 8 weeks. The training program should be accomplished in either governmental or private sector in an organization that will give student an opportunity to study its information system. Training program aims to strengthen student's background and expose them to theoretical concepts by connecting them to the real environment.

Credit Hours: 1 Credit hours: 1 Lectures per week 0 Labs. per week 0 Recitation per week

Prerequisites: Level 5

Course Learning Outcomes:

1. Describe computing problem related issues
2. Analyze the local and global impact of computing on individuals, organizations, and society by exposing students to real life IS environment
3. Develop IS skills prevalent in the industry
4. Illustrate how to function effectively on teams to accomplish a common goal.
5. Illustrate how to communicate effectively with a range of audiences

Major Topics:

- Introduction
- Company Profile, objectives, and tasks carried out
- The Training Plan
- Training Work description and achievements
- Conclusions and Recommendations

Text Books: N/A



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Grading:

- ⦿ The grading scale for this course is:

95 - 100 A+ Passing

90 - 94 A Passing

0 - 89 F Failing

- ⦿ Final grades will be determined based on the following components:

. 100% Semester Work

- ⦿ Students may not do any additional work for extra credit nor resubmit any graded activity to raise a final grade.

- ⦿ Late submissions will not be accepted for any graded activity for any reason.

- ⦿ Students have one week to request the re-grading of any semester work.

Students should attend 80% of the overall course hours taught in the semester as per the University regulations.

If a student fails to achieve this portion, he/she shall not be allowed to submit the final report and shall be awarded “DN” grade and repeat the course.

The instructor will use several manual and automated means to detect cheating and/or plagiarism in any work submitted by students for this course.

Attendance Policy:

Cheating and Plagiarism Policy:

When a student is suspected of cheating or plagiarism, the instructor raises the issue to the disciplinary committee.



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Communications: Registered students will be given access to a section of the Learning Management System (LMS) for this course. LMS will be used as the primary mechanism to disseminate course information, including announcements, lecture slides, assignments, and grades.

Communication with the instructor on issues relating to the individual student should be conducted using CIS email, via telephone, or in person.