



KINGDOM OF SAUDI ARABIA
IMAM MOHAMMAD IBN SAUD ISLAMIC UNIVERSITY
COLLEGE OF COMPUTER AND INFORMATION SCIENCES
INFORMATION SYSTEMS DEPARTMENT
BACHELOR IN INFORMATION SYSTEMS



المملكة العربية السعودية
جامعة الإمام محمد بن سعود الإسلامية
كلية علوم الحاسب والمعلومات
قسم نظم المعلومات
بكالوريوس نظم المعلومات

SYLLABUS

IS398 Internship (Practical Training)

PREREQUISITE	IS335, IS350, IS321, CS330	CREDIT HOURS	9
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Instructor: Dr. Abeer A. K. Alharbi	
Contact information and office hours	
Office No:	4A-231
Office Hours:	Monday: 8:30 Am – 12 Pm Tuesday: 11:10 Am – 1:20 Pm
E-mail:	AAkAlharbi@imamu.edu.sa

COURSE DESCRIPTION
<p>This practical training program is tailored to students studying for a bachelor's degree in information systems. The primary objective of this course is to provide students with practical skills essential for entering the job market and implementing their theoretical knowledge in real-world scenarios. The program entails a minimum of eight weeks (280 working hours) of practical training in both governmental and private sectors. Under the mentorship of an expert in information systems in the training organization, students will engage in practical tasks aligned with their areas of specialization, encompassing business communication, project management, systems analysis, requirements engineering, database design and administration, information systems development, information security, user experience, artificial intelligence, and other pertinent experiences in information systems.</p> <p>The training module is meticulously structured to bridge the gap between theory and application, enabling students to acquire the confidence and readiness required for future employment. It delineates a comprehensive and systematic training plan that furnishes students with direction, guidance, and practical experience across various relevant institutions.</p> <p>Students will be evaluated through weekly reports delineating their project work, activities, encountered challenges, and acquired skills. The course instructor will assess these reports based on the student's adherence to deadlines, collaborative abilities, and inclination to seek resolutions for encountered challenges.</p> <p>Upon completing the training, students must submit a final report, which will be evaluated using specific criteria to measure the student's accomplishments during the training period. Furthermore, the training authority will administer an evaluation form assessing the student's acquired skills, self-reliance, familiarity with the assigned work, attendance, and punctuality. Participation in this practical training program will allow students to gain academic</p>



experience, deepen their comprehension of theoretical sciences, foster responsibility and time management skills, adapt to the professional environment, and enhance collaborative and communication proficiencies.

This program endeavors to equip students with the requisite skills and competencies for career success by imparting practical training pertinent to the industry and real-world applications.

COURSE LEARNING OUTCOMES (CLOs)		Aligned SOs
1	Knowledge and Understanding	
1.1	Recognize the impact of Information Systems on organizations, and the society in the context of field experience environment	6(A)
1.2		
1.3		
2	Skills :	
2.1	Develop efficient IS solutions using innovative methods and advanced skills	2(P)
2.2	Analyze problems using logical thinking techniques and identify efficient solutions in the work environment	1(P)
2.3	Implement IS models or components in an effective way to meet desired needs	2(P)
2.4	Communicate effectively with a range of stakeholders in the work environment	3(A)
3	Values:	
3.1	Work effectively on teams or lead teams to accomplish a common goal	5(A)
3.2	Recognize the importance of continuous professional development	4(A)
3.3	Demonstrate the ability to act ethically and responsibly in the work environment	4(A)
3.4	Show professional behavior during the internship	4(A)

TEACHING Strategies
<p>Within in-field training, the students can acquire the required knowledge, skills, and values related to the course learning outcomes and students' outcomes through:</p> <ul style="list-style-type: none"> • Hand-on-Projects • Tasks • Group/Teamwork • Case studies • Guest lectures, touring, discussion • Demonstration • Technology-based learning • Self-learning • Reflective reports • Assessments and feedback • Industry internship or work placements



List of Activities	Contact Hours	9 Credit Hours
<ul style="list-style-type: none"> Attendance and engagement in tasks, projects, and activities designated for the students during their 1st week at the training site. (Weekly Report +1) 	7*5 = 35	
<ul style="list-style-type: none"> Attendance and engagement in tasks, projects, and activities designated for the students during their 2nd week at the training site. 	7*5 = 35	
<ul style="list-style-type: none"> Attendance and engagement in tasks, projects, and activities designated for the students during their 3rd week at the training site. 	7*5 = 35	
<ul style="list-style-type: none"> Attendance and engagement in tasks, projects, and activities designated for the students during their 4th week at the training site. 	7*5 = 35	
<ul style="list-style-type: none"> Attendance and engagement in tasks, projects, and activities designated for the students during their 5th week at the training site. 	7*5 = 35	
<ul style="list-style-type: none"> Attendance and engagement in tasks, projects, and activities designated for the students during their 6th week at the training site. 	7*5 = 35	
<ul style="list-style-type: none"> Attendance and engagement in tasks, projects, and activities designated for the students during their 7th week at the training site. 	7*5 = 35	
<ul style="list-style-type: none"> Attendance and engagement in tasks, projects, and activities designated for the students during their 8th week at the training site. 	7*5 = 35	
Total	280 working hours	

TEXTBOOK
NA

REFERENCES
<p>Students can seek more guidance and support through the following means:</p> <ul style="list-style-type: none"> CCIS Training Unit CCIS Training Guide Course Instructor Office Hours Online Meeting(s) with the Course Instructor Infield visits by the course instructor

Course Assessment Methods				
No	Assessment Method	Due Week	%Total Assessment	
1	Weekly Reports	At the end of every week	25%	Assessed by IS398 Course Instructor



2	<i>Final Report</i>	At the end of the training period Week 10-11	40%	(65%)
3	<i>In-Field Evaluation Form (Survey)</i>		25%	Assessed by the training supervisor at the training organization (35%)
4	<i>In-Field Trainee Attendance Evaluation Form</i>		10%	