هيئة تقويم التعليم والتدريب
Education & Training Evaluation Commission

اعتماد
NCAAA

2024
TP-155

Field Experience Specification
(Bachelor)

Course Title:	**FIELD TRAINING**
Course Code:	**CHM 1496**
Program:	**Bachelor of Science in Chemical Laboratories**
Department:	Chemistry
College:	**Science**
Institution:	**Imam Mohammad Ibn Saud Islamic University**
Field Experience Version Number:	2025 V1
Last Revision Date:	**March 2025**

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A. Field Experience Details:

1. Credit hours: (6).		
6 (6 Lectures, 0 Lab, 0 Tutorials)		
2. Level/year at which Field Experience is offered: (8).		
Level 8- Year 4		
3. Time allocated for Field Experience activities		
(12) Weeks	Days/week (4)	8 hours /day
This schedule is a general reference and may be modified as required, provided the total training hours remain at or above the minimum of 384 hours.		
4. Corequisite (or prerequisites, if any) to join Field Experience		
Students must have completed a minimum number of 126 Hours of Credit.		
5. Mode of delivery		
☒ In-person/onsite	☐hybrid (onsite/online)	☐Online

B. Field Experience Course Learning Outcomes (CLOs), Training Activities and Assessment Methods

Code	Learning Outcomes	Aligned PLO Code	Training Activities	Assessment Methods	Assessment Responsibility
1.0	Knowledge and understanding				
1.1	To Recall knowledge of the context of the professional career joined with her/his program of Chemical laboratories before graduation	K1, K2	participation with the field supervisor at workplace.	Direct: Discussion Specific rubric	Field Supervisor
1.2	To Explain an understanding of a range of professional interests in related fields of her/his academic program on Chemical laboratories	K3, S2	Subject-based study essays written-short answer/long answer/report	Direct: Subject-based study essays written-short answer/long answer/report (Rubric)	Field Supervisor-Teaching Stuff
1.3	To Identify a range of opportunities for learning and development,	K4	Oral test Presentation Written report	Direct: Evaluate student's Discussion	Field Supervisor

Code	Learning Outcomes	Aligned PLO Code	Training Activities	Assessment Methods	Assessment Responsibility
	applying the knowledge gained, and mentoring throughout the training.				
2.0	Skills				
2.1	To Apply the knowledge and information obtained in classrooms and laboratories to real-world situations.	S1	workplace performance; Oral Presentations	Direct: Portfolio Student's diary/journal.	Field Supervisor Student Teaching staff
2.2	To Acquire new skills by becoming accustomed to critical and innovative problem-solving, thinking analysis, and making practical decisions with confidence and rigor	S1, S2	Written research questions/ Reflection	Direct: Student portfolio	Field Supervisor
2.3	To Communicate oral and written information that reflects professional social work skills.	S3	Written tasks Discussion	Direct: Evaluation of Report and mails reply.	Field Supervisor Teaching staff
2.4	To Monitor the various pressures that he/she may face in the labor market.	S1	participation with the field supervisor at the workplace	Direct: Direct observation	Field Supervisor
2.5	Construct with other professionals.	S3, S4	participation with the field supervisor at the workplace	Direct: Direct observation	Field Supervisor Teaching staff
3.0	Values, autonomy, and responsibility				
3.1	Develop discipline to undertake lifelong learning and self and social responsibility.	V1, V2	Discussion, behavior	Direct: Portfolio and direct observation	Field Supervisor
3.2	Make ethical principles of the profession in practice.	V2	Discussion, behavior	Direct: Direct observation portfolio	Field Supervisor

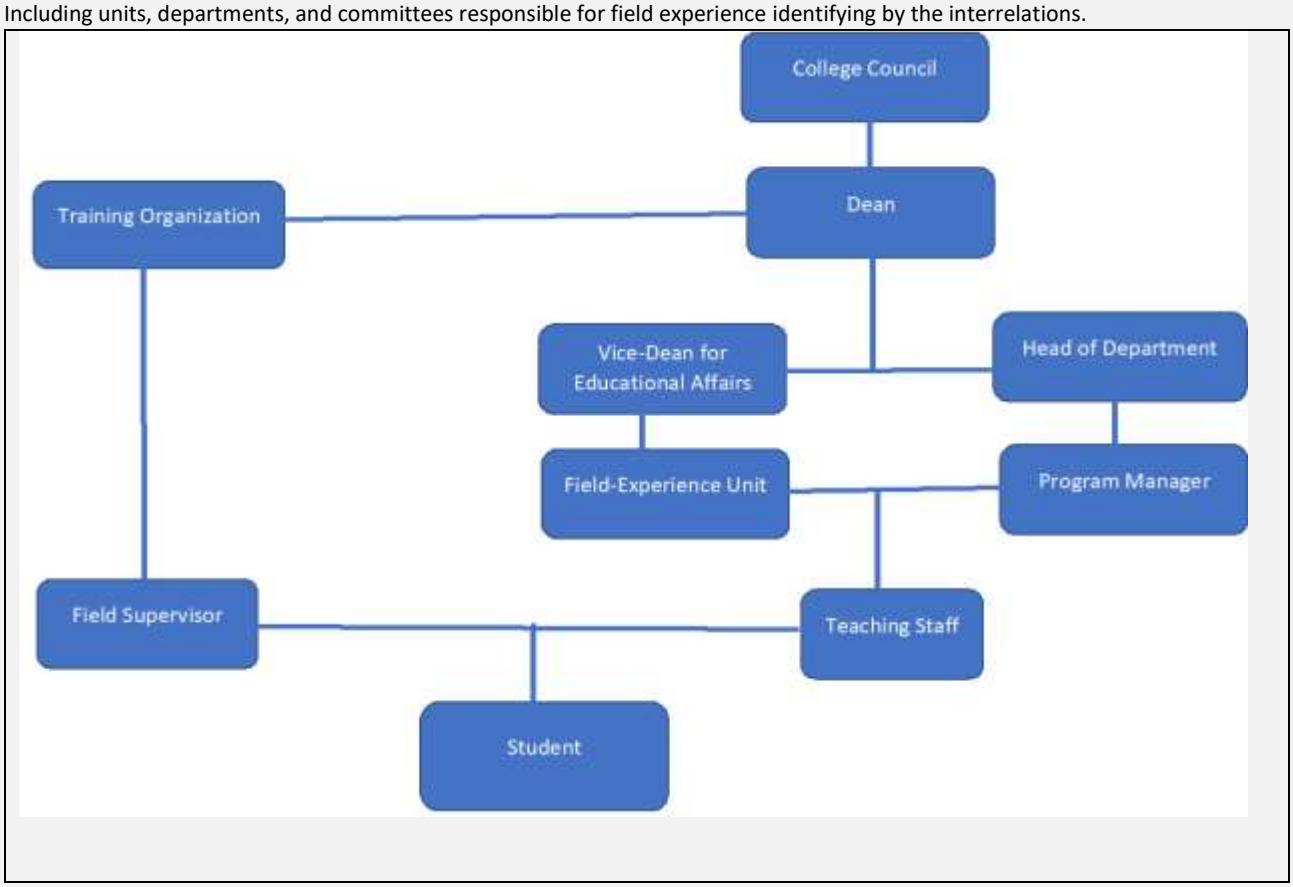
Code	Learning Outcomes	Aligned PLO Code	Training Activities	Assessment Methods	Assessment Responsibility
3.3	**Generate integrity and honesty.**	**V1, V2**	**Discussion, behavior**	**Direct: Direct observation**	**Field Supervisor**

*Assessment methods (i.e., practical test, field report, oral test, presentation, group project, essay, etc.).

C. Field Experience Administration

1. Field Experience Flowchart for Responsibility

Including units, departments, and committees responsible for field experience identifying by the interrelations.



2. Distribution of Responsibilities for Field Experience Activities

Activities	Department or College	Teaching Staff	Student	Training Organization	Field Supervisor
Selection of a field experience site	√		√		
Selection of supervisory staff	√			√	
Provision of the required equipment				√	√
Provision of learning resources				√	√
Ensuring the safety of the site				√	
Commuting to and from the field experience site		√	√		√
Provision of support and guidance		√			√
Implementation of training activities (duties, reports, projects ...)		√			√

Activities	Department or College	Teaching Staff	Student	Training Organization	Field Supervisor
Follow up on student training activities.		√			√
Monitoring attendance and leave		√			√
Assessment of learning outcomes		√		√	√
Evaluating the Quality of Field Experience	√	√	√	√	√
Others (specify)					

3. Field Experience Location Requirements

Suggested Field Experience Locations	General Requirements*	Special Requirements**
Inorganic Industries	IT, Appropriate knowledge of the principles and utilities of different instruments, their functional applications, and Chemical Data analysis	✓ The field experience location activities must be appropriate and consistent with the mission of IMSUI and the requirements for field training learning outcomes ✓ Safe environment for both male and female students. ✓ awareness of the Ethical Code of Conduct.
Saudi Standards, Metrology, and Quality Organization (SASO)	IT, Appropriate knowledge of the principles and utilities of different instruments, their functional applications, and Chemical Data analysis	✓ The field experience location activities must be appropriate and consistent with the mission of IMSUI and the requirements for field training learning outcomes ✓ Safe environment for both male and female students. ✓ awareness of the Ethical Code of Conduct.
Saudi Food and Drug Authority (SFDA)	✓ IT, Appropriate knowledge of the principles and utilities of different instruments, their	✓ The field experience location activities must be appropriate and

Suggested Field Experience Locations	General Requirements*	Special Requirements**
	functional applications, and Chemical Data analysis, ✓ Appropriate awareness of the impact of chemicals, biological materials, and hazardous ones on society and the environment.	consistent with the mission of IMSUI and the requirements for field training learning outcomes ✓ Safe environment for both male and female students. ✓ awareness of the Ethical Code of Conduct.
SABIC	✓ IT, Appropriate knowledge of the principles and utilities of different instruments, their functional applications, and Chemical Data analysis	✓ The field experience location activities must be appropriate and consistent with the mission of IMSUI and the requirements for field training learning outcomes ✓ Safe environment for both male and female students. ✓ awareness of the Ethical Code of Conduct.
KACST	✓ IT, Appropriate knowledge of the principles and utilities of different instruments, their functional applications, and Chemical Data analysis	✓ The field experience location activities must be appropriate and consistent with the mission of IMSUI and the requirements for field training learning outcomes ✓ Safe environment for both male and female students. ✓ awareness of the Ethical Code of Conduct.
Saudi Aramco	✓ IT, Appropriate knowledge of the principles and utilities of different instruments, their functional applications, and Chemical Data analysis	✓ The field experience location activities must be appropriate and consistent with the mission of IMSUI and the requirements for field training learning outcomes ✓ Safe environment for both male and female students. ✓ awareness of the Ethical Code of Conduct.
Pharmaceutical Industries	✓ IT, Appropriate knowledge of the principles and utilities of different instruments, their functional applications, and Chemical Data analysis	✓ The field experience location activities must be appropriate and consistent with the mission of IMSUI and the requirements for field training learning outcomes ✓ Safe environment for both male and female students. ✓ awareness of the Ethical Code of Conduct.

Suggested Field Experience Locations	General Requirements*	Special Requirements**
Detergent Factories	✓ **IT, Appropriate knowledge of the principles and utilities of different instruments, their functional applications, and Chemical Data analysis**	✓ **The field experience location activities must be appropriate and consistent with the mission of IMSUI and the requirements for field training learning outcomes** ✓ **Safe environment for both male and female students.** ✓ **awareness of the Ethical Code of Conduct.**

* E.g., Provides information technology, equipment, laboratories, halls, housing, learning sources, clinics … etc.
** E.g., Criteria of the institution offering the training or those related to the specialization, such as safety standards, dealing with patients in medical specialties … etc.

4. Decision-Making Procedures for Identifying Appropriate Locations for Field Experience

Before starting the field training process, the college should establish partnerships with potential training organizations that may provide high-level training opportunities.
The list of partnerships should be available on the College of Science website.
These partnerships should be based on the requirements listed above.
The college should communicate the present document (including qualifications and responsibilities) to the training organization to ensure skills requirements and determine an appropriate field supervisor.

5. Safety and Risk Management

Potential Risks	Safety Actions	Risk Management Procedures
Potential Risks depend on the workspace and production activities of the training organization.	Potential Risks depend on the workspace and production activities of the training organization.	Potential Risks depend on the workspace and production activities of the training organization.
Potential sources of harm and hazards should be identified. This issue should be discussed with the	Safety guidelines must be established and maintained: safety procedures for laboratory investigations and field trips should be implemented.	•Provide an understanding of how to deal with different types of work training to help reduce exposure risks. • Offering short risk management training at the beginning of training

Training Organization before starting the training.		

D. Training Quality Evaluation

Evaluation Areas/Issues	Evaluators	Evaluation Methods	Percentage of Evalutions*
Student performance, effectiveness, and efficiency	Field Supervisor	Direct and Indirect	%50
Quality of learning resources Effectiveness of Training and Assessment.	Teaching staff, Student	Indirect	%25
Student performance	Teaching staff, Program manager	Indirect	
Evaluation of the field Experience Report (workspace, Quality of learning resources, supervisory, achievements, skills, behavior, time)	Student, Teaching staff, Program Manager	Indirect	25%
*Cooperative training policy for university students issued by the decision of the Council of University Affairs (1-20-45) - and the decision of the Council of Imam Muhammad bin Saud Islamic University (24-5-1446)			

Evaluation areas (e.g., Effectiveness of Training and assessment, Extent of achievement of course learning outcomes, Quality of learning resources, etc.)
Evaluators (Students, Supervisory Staff, Program Leaders, Peer Reviewer, Others (specify)
Assessment Methods (Direct, Indirect)

E. Specification Approval Data

Council /Committee	COUNCIL OF DEPARTMENT OF CHEMISTRY
Reference No.	3 (NO. 1/3)
Date	5/3/1446- 8/09/2024