



Basic description		
Course coordinator	Marko Perić, Ph.D. Full Professor	
Course title	Practical work experience	
Study programme	Business Economics in Tourism and Hospitality	
Course status	compulsory	
Year	4 TH (Undergraduate Studies)	
ECTS credits and teaching	ECTS student 's workload coefficient	14 ECTS
	Number of hours (L+E+S)	350 (0+350+0)

COURSE DESCRIPTION		
a) <i>Course objectives</i>		
Enabling the acquisition of practical knowledge and skills by working at tasks in hospitality facilities providing accommodation, food and beverage services, within tourist boards, with various types of intermediaries organizing tourist trips (travel agencies and tour operators), in banks, and in other businesses related to tourism and hospitality.		
b) <i>Course enrolment requirements</i>		
No special requirements.		
c) <i>Expected course learning outcomes</i>		
After completing 350 hours of professional practice, students should be able to compare and distinguish previously acquired theoretical knowledge with newly acquired practical knowledge. They will have set the stage for identifying those areas of newly acquired practical knowledge that are consistent with their personal preferences in relation to their future profession and field of work. They should be able to perform more complex tasks in accommodation services, in facilities providing food and beverage services, in tourist boards, in banks and in travel agencies.		
d) <i>Course content</i>		
Management and control of hospitality facilities. Management and leadership information systems in hospitality facilities. Organization and management of process functions to prepare and provide lodging services (marketing, sales, booking, front office, back office). Organization and management of process functions to prepare and provide food and beverage services (procurement, food and beverage preparation and serving, costing, analysis). Organization and management of other supporting process functions (animation, recreation, sports, culture, wellness, etc.). Intermediaries in tourism (travel agencies, tour operators). Commercial banks (departments dealing with tourism and hospitality). Town, municipal and county tourist boards.		
e) <i>Teaching methods</i>	<input type="checkbox"/> lectures <input type="checkbox"/> seminars and workshops <input type="checkbox"/> exercises <input type="checkbox"/> long distance education <input type="checkbox"/> fieldwork	<input type="checkbox"/> individual assignment <input type="checkbox"/> multimedia and network <input type="checkbox"/> laboratories <input type="checkbox"/> mentorship <input checked="" type="checkbox"/> PRACTICAL WORK
f) <i>Comments</i>	The Committee for the Organization and Supervision of Professional Practical Training (appointed by the Council FTHM) manages the professional practical training of students in collaboration with licensed mentors in hospitality and tourism businesses. The professional practice is carried out according to the provisions of the "Regulations on the organization and supervision of the professional practical training of full-time students FTHM ".	
g) <i>Student's obligations</i>		



Students are required to complete a total of 350 hours of practical training, based on the required documentation and according to the specified schedules for professional practice. In addition, students are required to complete professional practice in accordance with the applicable regulations of their professional practice provider.

h) Evaluation of student's work

Course attendance		Activity/Participation		Seminar paper		Experimental work	
Written exam		Oral exam		Essay		Research	
Project		Sustained knowledge check		Report		Practice	14
Portfolio							

i) Assessment and evaluation of student's work during classes and on final exam

Assessment and evaluation of students in classes and at the final exam is conducted under the Rulebook on evaluation of students at the Faculty of tourism and hospitality management. For each course, a detailed implementation curriculum is created that coordinates activities, student workload, learning outcomes and assessment methods.

j) Assigned reading (at the time of the submission of study programme proposal)

k) Optional / additional reading (at the time of proposing study programme)

l) Quality monitoring methods which ensure acquirement of output knowledge, skills and competences

The quality of the study program, the teaching process, the teaching skills and the level of the acquired teaching material is evaluated in writing, by means of extensive questionnaires and by using other methods that comply with the accepted standards and the Rulebook on Quality of the University of Rijeka and the Rulebook on Quality of the Faculty of Tourism and Hospitality Management.