



# Field Experience Specification

## (Bachelor)

Course Title: **Field Training**

Course Code: **463CCN-3**

Program: **Bachelor of Science in Computer Networks**

Department: **Department of Networks and Communication Engineering**

College: **College of Computer Science and Information Systems**

Institution: **Najran University**

Field Experience Version Number: **V 1.0**

Last Revision Date: **20 Feb 2024**



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## A. Field Experience Details:

<b>1. Credit hours: (3).</b>		
<b>2. Level/year at which Field Experience is offered: (Level 9 / Year 4).</b>		
<b>3. Time allocated for Field Experience activities</b>		
( ٨ )Weeks	( ٣ )Days	( ٦ )Hours
<b>4. Corequisite (or prerequisites if any) to join Field Experience</b>		
After finishing >60 credit hours (60CR)		
<b>5. Mode of delivery</b>		
<input checked="" type="checkbox"/> In-person/onsite	<input type="checkbox"/> hybrid (onsite/online)	<input type="checkbox"/> 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
<b>1.0</b>	<b>Knowledge and understanding</b>				
1.1	Acquire Practical Experience in Real-Time IT Network Environments.	K1	Introductory lecture Writing reports	Periodic reports Interaction Final report	Training Organization, Field Supervisor and Teaching Staff
1.2	Adapt to the IT Network Work Environments.	K2	Introductory lecture Writing reports	Periodic reports Interaction Final report	Training Organization, Field Supervisor and Teaching Staff
<b>2.0</b>	<b>Skills</b>				
2.1	Gain Experience in the Roles and Work Environments of	S2	Introductory lecture Company training Writing reports	Periodic reports Interaction Final report	Training Organization, Field Supervisor





Code	Learning Outcomes	Aligned PLO Code	Training Activities	Assessment Methods	Assessment Responsibility
	IT Engineers and Technicians within the Context of Computer Networks.				
2.2	Integrate Theoretical Knowledge of Computer Networks with Practical Applications.	S1, S4	Introductory lecture Company training Writing reports	Supervisor Feedback, Peer Evaluation, Written Reports or Documentation, Interviews or Presentations, Project-Based Assessment, Practical test. Final presentation and discussion.	Training Organization, Field Supervisor
2.3	Establish Professional Connections within the Computer Networks Industry to Enhance Employability	S5, S3	Introductory lecture Company training Writing reports, Networking Workshop, LinkedIn Profile Building Session, Peer Networking Collaboration.	Supervisor Feedback, Peer Evaluation, Written Reports or Documentation, Interviews or Presentations, Project-Based Assessment, Practical test. Final presentation and discussion.	Training Organization, Field Supervisor and Teaching Staff
<b>3.0</b>	<b>Values, autonomy, and responsibility</b>				
3.1	Demonstrate Ethical Conduct in the Information Technology Field, specifically in the Context of Computer Networks.	<b>V3</b>	Ethics Workshop, Code of Conduct Review, Case Studies Analysis, Guest Speaker Series on Ethical Practices, Team Discussions on IT Ethics, Creation of Ethical Guidelines, Workplace	Supervisor Feedback, Peer Evaluation, Written Reports or Documentation, Interviews or Presentations, Project-Based Assessment, Practical test. Final presentation and discussion.	Training Organization, Field Supervisor





Code	Learning Outcomes	Aligned PLO Code	Training Activities	Assessment Methods	Assessment Responsibility
			Observation and Reflection, Ethics in Action Project.		
3.2	Collaborate Effectively in Team Settings within the Field of Computer Networks, Assuming Appropriate Responsibilities.	V1	Communication Plan Development, Cross-disciplinary Collaboration Projects, Technical Presentation Skills Workshops, Team Contracts, Team Reflection Sessions, and Team Project Assignments.	Peer Feedback on Presentations, Technical Presentation Assessment, Professional Email Assignment, Informational Interview Report, Team Process Analysis, Team Participation Points, Team Project Evaluation, Supervisor Feedback, Written Reports or Documentation, Interviews or Presentations, Project-Based Assessment, Practical test and Final presentation and discussion.	Training Organization, Field Supervisor
٣,٣	Practice communication skills through interactions with IT professionals in the domain of computer networks.	V2			

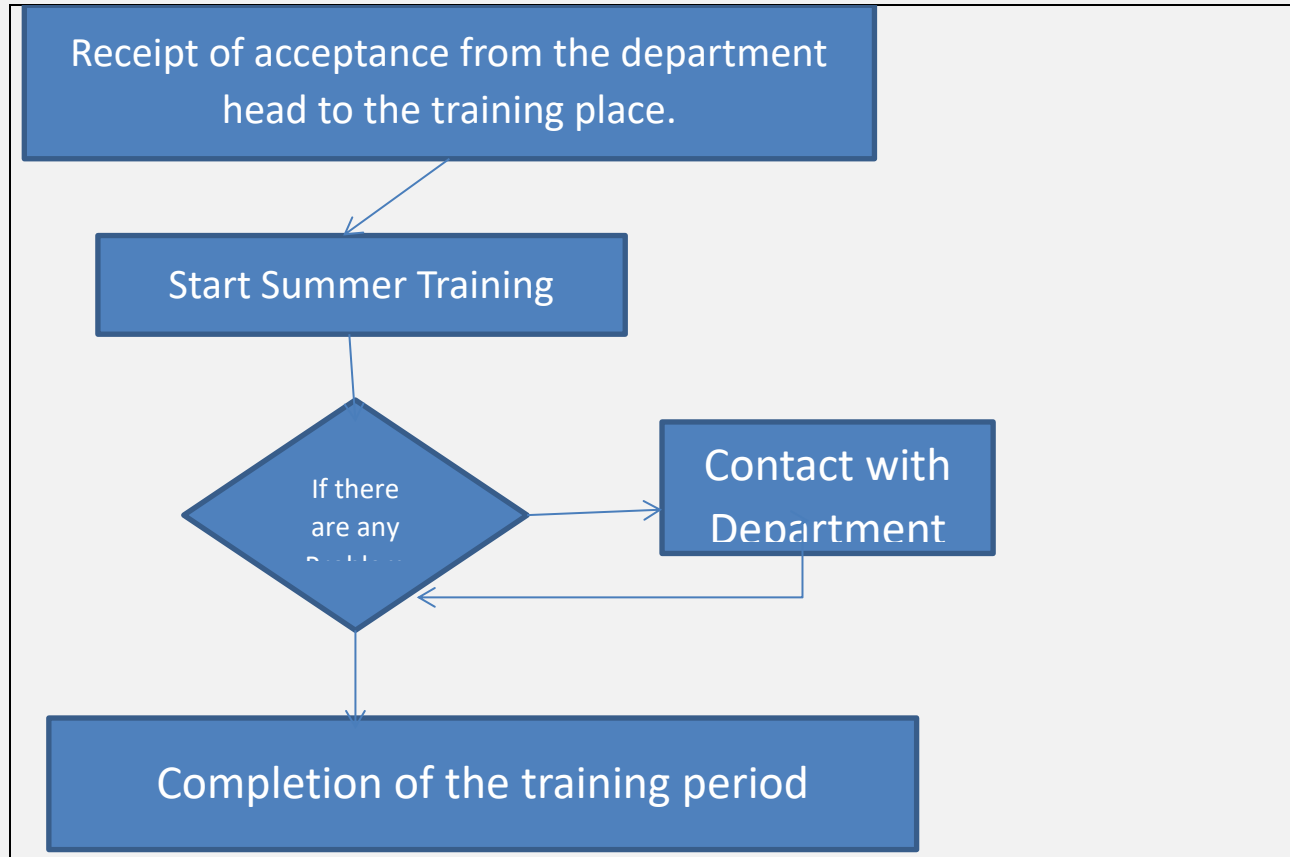
\*Assessment methods (i.e., practical test, field report, oral test, presentation, group project, essay, etc.).



## 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

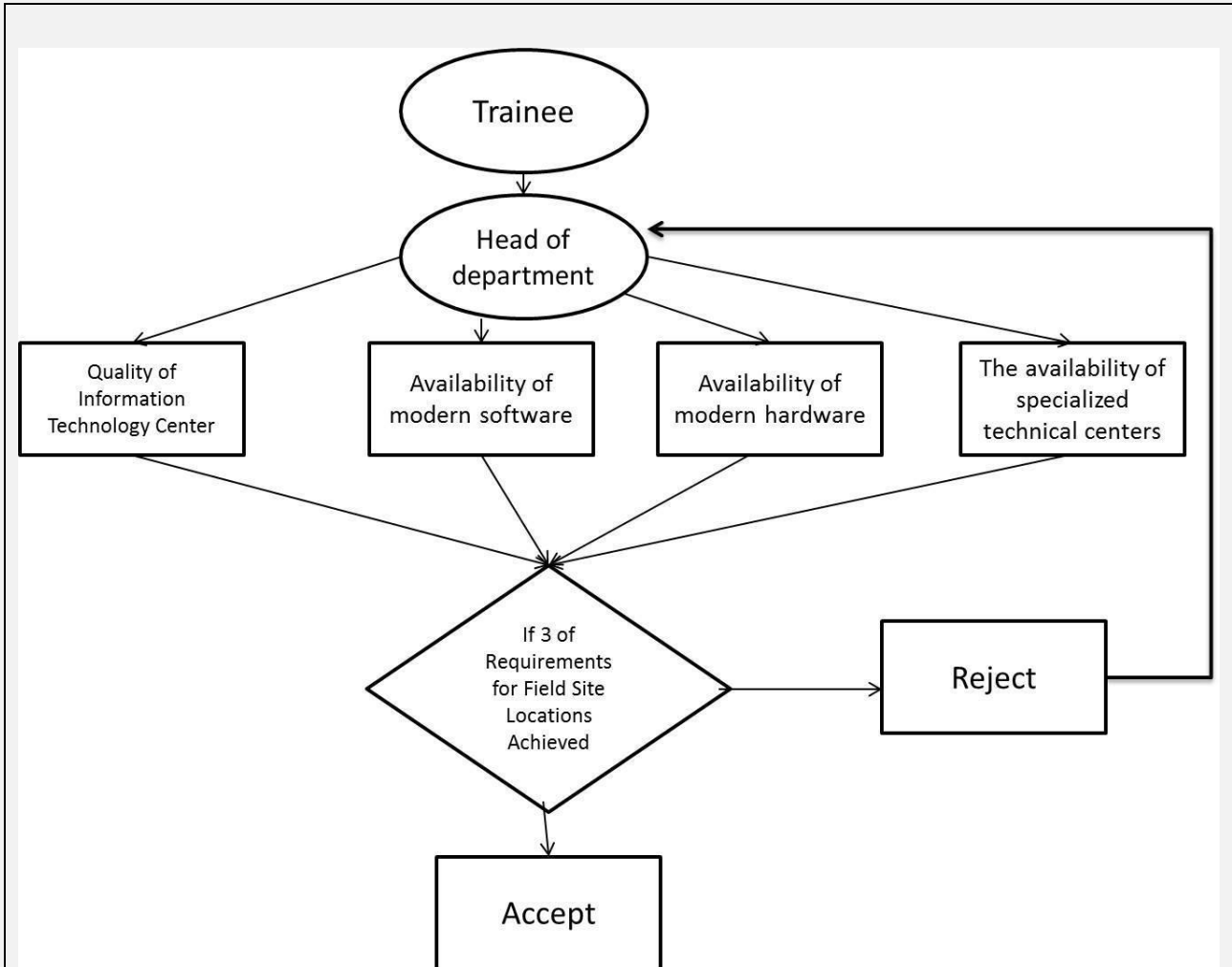
Suggested Field Experience Locations	General Requirements*	Special Requirements**
Najran Municipality	<p>Filed supervisor requirements: 1) Holds no less than bachelor. 2) At least has 3-year work experience. 3) Hold a degree science in Computer Networks or related field.</p> <p>Availability of modern IT software.</p> <p>Availability of specialized technical centers.</p> <p>Availability of modern hardware and software.</p> <p>Quality of Information Technology Centre</p>	<p>Must cover the basic disciplines of Computer Networks.</p>
Najran cement company		
Najran University		
STC (Saudi Telecom Company)		
Mobily		
Saudi Aramco		

\*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



#### 5. Safety and Risk Management

Potential Risks	Safety Actions	Risk Management Procedures
The expulsion of training without compelling reasons	Contract an agreement with the company.	Select companies with an agreement in advance.
Injury the trainee during summer training	Contract an agreement with the company.	Select companies with an agreement in advance.
Claim the college with the financial receivables	Contract an agreement with the company.	Select companies with an agreement in advance.



## D. Training Quality Evaluation

Evaluation Areas/Issues	Evaluators	Evaluation Methods
Effectiveness of Training and Assessment	Filed Staff + Teaching Staff	Indirect: Weekly report, final report, and final presentation.
Extent of achievement of course learning outcomes	Teaching staff + students	Indirect: Students feedback + Weekly report, final report, and final presentation.
Quality of learning resources	Teaching staff + students	Direct: Selection of field location + regular visiting and student feedback.

**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

<b>Council /Committee</b>	Department Council
<b>Reference No.</b>	14450824-0482-00014
<b>Date</b>	5/3/2024

