

**COLLEGE OF BUSINESS  
UNIVERSITI UTARA MALAYSIA**

No.	Information on Course					
1.	<b>Course Name : PRACTICUM</b>					
2.	<b>Course Code : BWBX 4908</b>					
3.	Name(s) of Academic Staff :					
4.	Rationale for the inclusion of the course in the programme : This is one of the core courses for Bachelor of Banking programme					
5.	Semester/Year Offered : 8/4					
6.	Total Student Learning Time (SLT)	Face to face			SL	TLT
	L = Lecture T = Tutorial P = Practical O = Others	L	T	P /	O	
7.	Credit Value : 8					
8.	Pre-requisite (if any) : <b>NONE</b>					
9.	Objective(s) of Course : Upon completion of the course, students are expected to: 1. Gain working experience which cannot be acquired during university life. 2. Apply theories and skills into actual professional situations. 3. Develop teamwork skills. 4. Strengthen the relationship between the university and the industry.					
10.	Course Learning Outcomes Upon completion of the course, students are able to: 1. Apply theories into practice (C3, A1, P6). 2. Apply technology to facilitate their task in organizations (C3, A1, P6). 3. Demonstrate the ability to work in a team (C3, A3, P2). 4. Demonstrate the ability to communicate effectively (C3, A3, P2). 5. Demonstrate professional ethics and social responsibility (C3, A3, P2). 6. Demonstrate a commitment to lifelong learning and professional development (C3, A3, P2).					
11.	Transferable Skills: 1. Communication skills 2. Analytical skills 3. Information technology (IT) skills 4. Leadership skills 5. Problem-solving skills 6. Teamwork skills					

12.	Teaching-learning and assessment strategy Student-centred						
13.	Synopsis : The purpose of this course is to provide students with valuable opportunity to gain actual working experience by placing them in financial and non-financial institutions outside the University. In addition, the course enables students to apply concepts and theories learnt in University into actual practices in areas related to banking and finance.						
14.	Mode of Delivery Practical Training						
15.	Assessment Methods and Types Firm/ Employer Evaluator/Supervisor from University: <i>Written report</i> <i>Log book</i>						
16.	Mapping of the course/module to the Programme Aims						
	<b>Programme Aims</b>	<b>Course Learning Outcomes</b>					
		<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>
The aim of the Bachelor of Banking (Honours) programme is to produce bank managers who are fully equipped with knowledge and skills to manage and lead the banking industry, both ethically and professionally.	/	/	/	/	/	/	
17.	Mapping of the course/module to the Programme Learning Outcomes						
	<b>Programme Learning Outcomes</b>	<b>Course Learning Outcomes</b>					
		<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>
	Identifying key principles and major disciplines in banking which are critical to understanding the business environment.	/					
	Applying practical and technical skills in solving problems and arriving at appropriate solutions.	/					
	Integrating interpersonal skills and negotiation abilities to enhance networking in creating conducive working environment.			/			
	Displaying high level of professionalism, positive values, and attitudes.					/	/
Developing strong teamwork abilities and effective communication skills.			/				

	Applying critical and lateral thinking in solving problem systematically.	/					
	Executing good time management, both managerial and entrepreneurial skills.					/	/
	Utilizing ICT and MIS to produce timely and accurate information for decision making.		/				
	Assimilating leadership values to manage stakeholders interests and to create wealth.			/			
18.	Content outline of the course/module and the SLT per topic						
Topic		Learning Outcomes	L	T	P	SL	TLT
<b>1.0 SOFT SKILLS</b> <ul style="list-style-type: none"> <li>• Adaptation to working life skills</li> <li>• Communication skills</li> <li>• Critical thinking &amp; problem solving</li> <li>• Teamwork skill</li> <li>• Lifelong learning and information management</li> <li>• Entrepreneurial skill</li> <li>• Professional ethics and moral</li> <li>• Leadership skills</li> </ul>		1,2,3,4,5,6			/		
<b>2.0 BACKGROUND OF THE COMPANY (15%)</b> <ul style="list-style-type: none"> <li>• Information of the company inclusive of mission and vision</li> <li>• Company's products/services</li> <li>• Management team and organizational structure</li> </ul>		1,2,3,4,5,6			/		
<b>3.0 ANALYSIS OF THE FINANCIAL ASPECTS OF THE ORGANIZATION (15%)</b> <ul style="list-style-type: none"> <li>• Understanding the organization's financial position</li> <li>• Measuring the organization's performance by using financial ratios</li> <li>• Evaluating the financial health of the organization</li> </ul>		1,2,3,4,5,6			/		
<b>4.0 SWOT AND TOWS ANALYSIS (20%)</b> <ul style="list-style-type: none"> <li>• Correct use of the analyses (SWOT and TOWS)</li> <li>• Application of the analyses (SWOT and TOWS)</li> <li>• Logical and reasonable recommendations made based on the</li> </ul>		1,2,3,4,5,6			/		

<p>SWOT analysis</p> <ul style="list-style-type: none"> <li>Identify the rational and reasonable position of the organization based on the TOWS analyses.</li> </ul>						
<p><b>5.0 SELF-EXPERIENCE (20%)</b></p> <ul style="list-style-type: none"> <li>Summary of the candidate's experience at the company</li> <li>Summary of the candidate's job assigned</li> <li>Problem(s) encountered during the internship training and means of solution(s)</li> <li>Student's contributions to the organization</li> </ul>	1,2,3,4,5,6			/		
<p><b>6.0 SUGGESTION AND CONCLUSION (15%)</b></p> <ul style="list-style-type: none"> <li>Recommendations</li> <li>Conclusion</li> </ul>	1,2,3,4,5,6			/		
<p><b>7.0 ORGANIZATION (15%)</b></p> <ul style="list-style-type: none"> <li>Format of the report (table of content, references, appendixes)</li> <li>Writing is free of error in grammar, sentence structure, capitalisation and spelling</li> <li>Report is well presented</li> </ul>	1,2,3,4,5,6			/		
<b>Assessment</b>		<b>Face to Face</b>		<b>SL</b>	<b>TLT</b>	
Employer assessment	40%					
Report/University assessment	60%					
<b>Total Notional Hours</b>						
<b>Credit Hours</b>		<b>8</b>				
<b>8.0</b>	<p><b>REFERENCES:</b></p> <p>Panduan Menjalani Praktikum by CIUC, UUM.</p> <p>Panduan Penyeliaan Laporan Praktikum by CIUC, UUM.</p>					