

**COLLEGE OF BUSINESS  
UNIVERSITI UTARA MALAYSIA**

No.	Information on Course							
1.	<b>Course Name : PRACTICUM</b>							
2.	Course Code : BWBX 4908							
3.	Name(s) of Academic Staff :							
4.	Rationale for the inclusion of the course in the programme : This is one of the core courses offered for finance/banking/risk management and insurance students.							
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 <ol style="list-style-type: none"> <li>1. Provide exposure to students about the knowledge, experience and work environment which cannot be acquired during lectures.</li> <li>2. Enable the students to integrate knowledge/ understanding/theories obtained during university education, with practical application.</li> <li>3. Increase the chances of the students in selecting and getting jobs.</li> <li>4. Strengthen the relationship between the industries and the University in areas such as research, teaching, training and consultancy.</li> <li>5. Provide opportunities to the industries to be involved in the development of human resource through the sharing of their knowledge and expertise with students.</li> <li>6. Acquire knowledge, soft skills and student organisational experience.</li> </ol>							
10.	Course Learning Outcomes Upon completion of the course, students are able to <ol style="list-style-type: none"> <li>1. Apply finance knowledge to practice.(CS2,CS7,LL2)</li> <li>2. Use technology to facilitate their task in the organizations.(CS4,CT3)</li> <li>3. Work collaboratively in a team.(CS3,TS3,LS1)</li> <li>4. Communicate effectively, both orally and in writing, with different stakeholders.(CS8,TS3)</li> <li>5. Demonstrate behaviour consistent with professional ethics and social responsibility.(EM2)</li> <li>6. Demonstrate a commitment to life-long learning and professional development.(EM3)</li> </ol>							

11.	Transferable Skills: Communication skills and how they are developed and assessed, Project and practical experience and internship						
12.	Teaching-learning and assessment strategy Mixed method between teacher-centred and student-centred						
13.	Synopsis : The purpose of this course is to provide exposure to the students regarding the actual working environment by placing them to work in organizations outside the University. In addition, the course enables the student to apply concepts and theories acquired during lectures to the actual practices in areas related to finance in accordance with the guideline determined by the College.						
14.	Mode of Delivery Practical Training						
15.	Assessment Methods and Types Firm/ Employer Evaluator/Supervisor from University Written report and log book Workshop						
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 aims of the programme is to produce competent and knowledgable graduants in the area of finance in accordance with the human capital needs of the domestic and financial industry.	3	3	3	3	3	3	
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 and explaining the concepts and theories related to financial management, financial markets, investment, international finance, personal finance and other areas of finance.	3	3	3	3	3	3
Applying financial concepts, tools and techniques in solving real world financial problems faced by	3	3	3	3	3	3	

	companies in the pursuit of maximizing shareholder's wealth.						
	Advising the industries and capital market players on issues related to finance.	2	2	3	3	3	3
	Practicing and carrying out professional ethical code of conduct within the financial discipline.	2	2	3	3	3	3
	Communicating effectively orally and in writing.	2	3	3	3	3	3
	Working as a leader or a team member in multi disciplinary teams and cultures.	2	3	3	3	3	3
	Evaluating and making financing and investment decisions at national and international level.	2	2	3	3	3	3
	Applying current state of the art information technology solutions in day-to-day operations whilst pursuing knowledge at a higher level in finance as well as in other disciplines.	2	3	3	3	3	3
	Displaying entrepreneurial skills and capabilities relevant to finance.	2	2	2	3	3	3

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>• Communication Skills</li> <li>• Critical Thinking &amp; Problem Solving</li> <li>• Team Work Skill</li> <li>• LifeLong Learning and Information Management</li> <li>• Entrepreneurial skill</li> <li>• Professional Ethics and Moral</li> <li>• Leadership Skills</li> </ul>							
<b>2.0 BACKGROUND OF THE COMPANY</b>							

<p><b>(15%)</b></p> <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>						
<p><b>3.0 ANALYSIS OF ANY FINANCIAL ASPECTS IN THE ORGANISATION (20%)</b></p> <ul style="list-style-type: none"> <li>• Evidence of understating of the area undertaking</li> <li>• Ability to identify problem(s)</li> <li>• Evidence of adequate reading/understanding of the problem(s)</li> <li>• Ability to develop/recommend solution(s) to the problem(s) (Capital structure, dividend policy, cash management, inventory management, loan management, credit management and others)</li> </ul>						
<p><b>4.0 SWOT and TOWS analysis (20 marks)</b></p> <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 SWOT analysis</li> <li>• Identify the rational and reasonable position of the organization based on the TOWS analyses.</li> </ul>						
<p><b>5.0 Self-experience (20 marks)</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> <p><b>6.0 SUGGESTION AND CONCLUSION (15%)</b></p> <ul style="list-style-type: none"> <li>• Recommendations</li> </ul>						

<ul style="list-style-type: none"> <li>• Conclusion</li> </ul>						
<b>7.0 ORGANISATION (15%)</b> <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>						
<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>			