



# Field Experience Specification

## (Bachelor)

Course Title: **Applied Field Training**

Course Code: **APAF01**

Program: **Architectural Engineering Technology**

Department: **NOT AVAILABLE**

College: **Applied College**

Institution: **Umm Al-Qura University**

Field Experience Version Number: **1**

Last Revision Date: *Pick Revision Date.*



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## A. Field Experience Details:

1. Credit hours: (6).

2. Level/year at which Field Experience is offered: (2<sup>nd</sup> year 2<sup>nd</sup> semester).

3. Time allocated for Field Experience activities

(16) Weeks

(5x16= 80) Days

(640) Hours

4. Corequisite (or prerequisites, if any) to join Field Experience

Executive Graphics design Studio

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	Develop an understanding of the specialized knowledge related to the built environment.	K1	Self-Learning	Evaluation of Final Report	Training entity Staff member
1.2	Learn the professional ethics and responsibilities associated with the built environment.	K2	Self-Learning	Evaluation of Final Report	Training entity Staff member
2.0	Skills				
2.1	Apply the knowledge of professional and regulatory requirements in practice.	S3	Self-Learning	Evaluation of Final Report	Training entity Staff member
2.2	Able to successfully accomplish a variety of tasks and problems that are associated with the built environment.	S5	Self-Learning	Evaluation of Final Report	Training entity Staff member
3.0	Values, autonomy, and responsibility				
3.1	Demonstrate self-discipline and punctuality.	V1	Self-Learning	Evaluation of Final Report	Training entity Staff member
3.2	Demonstrate commitment to ethics; and professional and academic values.	V2	Self-Learning	Evaluation of Final Report	Training entity Staff member
3.3	Demonstrate competence, responsibility for self-learning and continuing personal and professional development.	V3	Self-Learning	Evaluation of Final Report	Training entity Staff member



Code	Learning Outcomes	Aligned PLO Code	Training Activities	Assessment Methods	Assessment Responsibility
3.4	Work collaboratively and constructively and lead diverse teams to perform a wide range of tasks with responsibility.	V4	Self-Learning	Evaluation of Final Report	Training entity Staff member

\*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.

- Step 1: Evidence: Documentation of experience by the trainee.  
 Step 2: Reflection: Commentary of the trainee on experiences and learning that has resulted and how the objectives were fulfilled.  
 Step 3: Evaluation: Studying the evidence by the examiners.  
 Step 4: Defending the evidence: a dialog between the trainee and the examiners.  
 Step 5: Decision.

### 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 ...)	●	●			
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**
Architectural consultant offices	Design projects	
Contracting companies	Field project	

\* 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
Construction sites injuries	Provide all safety measures on site to prevent risks of construction sites	Educate students about the risks of the construction sites.

### D. Training Quality Evaluation

Evaluation Areas/Issues	Evaluators	Evaluation Methods
Teaching staff, workload, training program effectiveness and appropriateness, and quality of learning resources employed.	Students	Indirect evaluation (Course Evaluation Survey)
Direct observation of student skills	Field Supervisor	Direct evaluation (Attendance forms and final Report)
Evaluation of the final report submitted by the student	Peer Reviewer	Direct evaluation (Final Report of the student)

**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	Umm Al-Qura University Council
Reference No.	851141114462/190372
Date	22/11/1446 هـ

