



Field Experience Specification

DIPLOMA

Course Title: **Cooperative Training**

Course Code: **APMQ4901**

Program: **Mining and Quarrying**

Department: **Diploma Department**

College: **The Applied College**

Institution: **Umm Al Qura University**

Field Experience Version Number: **1**

Last Revision Date: **05 May 2025**



Table of Contents

A. General information about the course:	3
B. Course Learning Outcomes (CLOs), Teaching Strategies and Assessment Methods	3
C. Field Experience Administration	4
D. Training Quality Evaluation	6
E. Specification Approval Data	6



A. Field Experience Details:

1. Credit hours:		
6		
2. Level/year at which Field Experience is offered:		
Level 4 / Year 2		
3. Time allocated for Field Experience activities		
(15) Weeks	(5) Days	450 Hours (6-8 hours/day)
4. Corequisite (or prerequisites, if any) to join Field Experience		
Students should pass all courses in levels 1,2, and 3		
5. Mode of delivery		
<input checked="" type="checkbox"/> In-person/onsite	<input checked="" 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
1.0	Knowledge and understanding				
1.1	Apply theoretical knowledge from geology, mining, and safety in real-world field settings.	K1, K2, K4	On-the-job observation, technical discussions	Field Supervisor Reports, Reflections	Field Supervisor, Teaching Staff
1.2	Identify field-specific processes, tools, and standards used in mining and quarrying.	K3, K4	Site visits, equipment demonstrations	Field Logbooks, Supervisor Evaluation	Field Supervisor, Teaching Staff
2.0	Skills				
2.1	Operate and maintain mining tools and equipment under supervision.	S1, S2	practical hands-on tasks	Task Checklists, Supervisor Feedback	Field Supervisor, Teaching Staff
2.2	Read and interpret maps, mine plans, and technical documents	S3	Guided document analysis	Practical Tasks, Field Reports	Field Supervisor, Teaching Staff
2.3	Use basic mining software (e.g., GIS, CAD) to support field documentation.	S4	Software tutorials and practice	Practical Reports, Instructor Review	Teaching Staff
3.0	Values, autonomy, and responsibility				



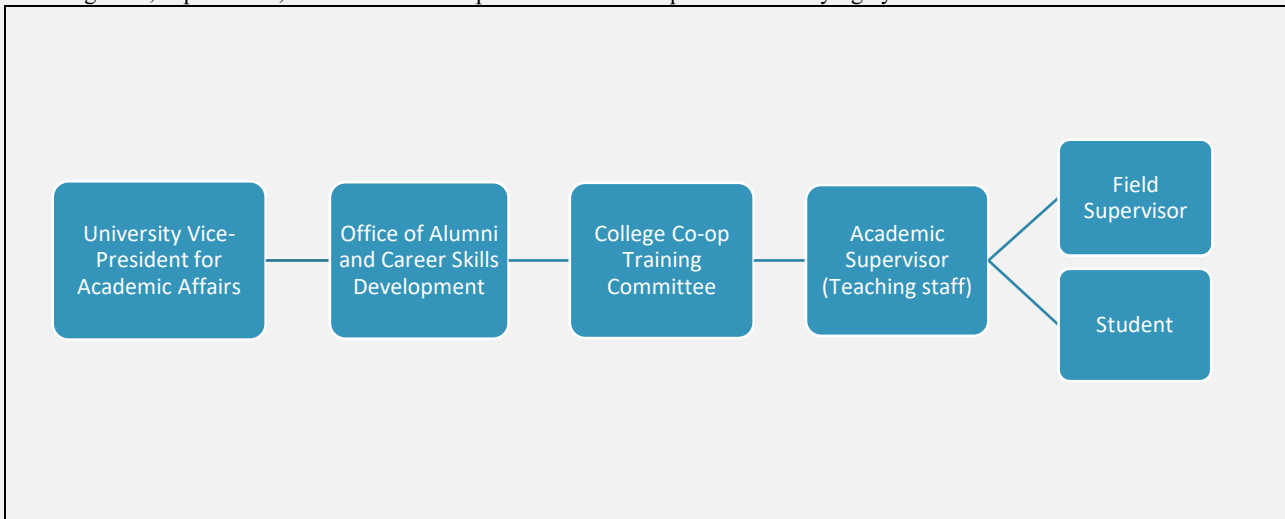
Code	Learning Outcomes	Aligned PLO Code	Training Activities	Assessment Methods	Assessment Responsibility
3.1	Commit to safety standards and ethical conduct in mining practices	V1, V2	Safety briefings, code of conduct sessions	Incident Reports, Supervisor Rating	Field Supervisor
3.2	Demonstrate punctuality, discipline, and teamwork in field tasks	V3	Daily task scheduling, group activities	Supervision Feedback Reports	Attendance, Peer Evaluation
3.3	Show willingness to learn, adapt to challenges, and seek feedback	V4	Reflection logs, periodic supervisor meetings	Supervision Feedback Reports	Field Supervisor

*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	College	Teaching Staff	Student	Training Organization	Field Supervisor
Selection of a field experience site	X		X		
Selection of supervisory staff	X				
Provision of the required equipment				X	
Provision of learning resources				X	X
Ensuring the safety of the site				X	X





Activities	College	Teaching Staff	Student	Training Organization	Field Supervisor
Commuting to and from the field experience site			X		
Provision of support and guidance		X			X
Implementation of training activities (duties, reports, projects)				X	X
Follow up on student training activities		X			X
Monitoring attendance and leave				X	X
Assessment of learning outcomes	X	X			X
Evaluating the Quality of Field Experience	X	X	X		
Others (specify)					

3. Field Experience Location Requirements

Suggested Field Experience Locations	General Requirements*	Special Requirements**
<p>Any public or private organization operating in the mining and quarrying sector, including:</p> <ul style="list-style-type: none"> • Mining companies • Geological survey units • Mineral processing plants • Quarrying operations • Environmental monitoring agencies • Heavy equipment maintenance facilities 	<p>Availability of mining tools and equipment</p> <ul style="list-style-type: none"> • Access to mining or geological work sites • Availability of basic IT infrastructure (computers, internet, printers) • On-site safety equipment and facilities 	

* 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

Here are some factors that will be considered when identifying appropriate locations for field experience:

Relevance to the program: How well does the location align with course content and learning objectives?

Duration: Is the training duration at the location compatible with course requirements?

Training plan: Is there a training plan at the location? Is it good enough in terms of relevance and duration?

Safety and security: Is the location safe and secure for students? Are there any potential risks or hazards?

Accessibility: Is the location easily accessible for students and faculty? Is transportation available?





Resources and facilities: Does the location have the necessary resources and facilities to support student training ?

5. Safety and Risk Management

Potential Risks	Safety Actions	Risk Management Procedures
exposure to hazardous environments (e.g., blasting sites, deep excavations)	Apply organization's safety protocols; ensure student uses PPE (helmet, boots, gloves, goggles)	Suspend training or shift to remote tasks until risks are mitigated; report incidents to college coordinator

D. Training Quality Evaluation

Evaluation Areas/Issues	Evaluators	Evaluation Methods
Effectiveness of Training and assessment	Students	Direct
Extent of achievement of CLOs	Supervisory Staff	Indirect
Quality of learning resources	Supervisory Staff and quality assurance committee	Direct

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.	851110214476/195605
Date	18/2/1447

