Field Experience Specification
(Bachelor)

Course Title:	**COOP TRAINING**
Course Code:	**CE4080**
Program:	**Civil Engineering**
Department:	**Civil Engineering**
College:	**College of Engineering and Architecture**
Institution:	**Umm Al Qura University**
Field Experience Version Number:	2
Last Revision Date:	**11 January 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 7

D. Training Quality Evaluation 10

E. Specification Approval Data 11

A. Field Experience Details:

1. Credit hours:		
(6).		
2. Level/year at which Field Experience is offered:		
(8TH Level + Summer).		
3. Time allocated for Field Experience activities		
(24) Weeks	(.....)Days	(.....)Hours
4. Corequisite (or prerequisites, if any) to join Field Experience		
The completion of a minimum of 100 Credit Hours in the Bachelor Degree		
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	Technical Proficiency	KLO1	• Demonstrate the ability to apply engineering principles and techniques in real-world scenarios. • Utilize industry-standard software and tools relevant to engineering tasks.	-Technical Report -Instatution Evaluation -Supervisor Evaluation	Faculty Supervisor Institution Supervisor
1.2	Industry Awareness	KLO5	• Gain insight into the engineering industry, including current trends and challenges. • Understand the role of ethics and professional	-Technical Report -Instatution Evaluation -Supervisor Evaluation	Faculty Supervisor Institution Supervisor

Code	Learning Outcomes	Aligned PLO Code	Training Activities	Assessment Methods	Assessment Responsibility
			responsibility in engineering practices.		
2.0	Skills				
2.1	Problem-Solving Skills	KLO2 KLO4	• Analyze complex engineering problems and develop effective solutions. • Implement critical thinking skills to assess project requirements and constraints. • Implement modern engineering and IT tools to solve complex engineering problems	-Technical Report -Instatution Evaluation	Faculty Supervisor Institution Supervisor
2.2	Research and Development	KLO3	• Conduct research to support engineering projects and innovations. • Evaluate and synthesize information from various sources to inform engineering decisions.	-Technical Report -Instatution Evaluation	Faculty Supervisor Institution Supervisor
2.3	Communication Skills	KLO8	• Prepare and deliver technical presentations to diverse audiences. • Write clear and concise technical	-Technical Report -Supervisor Evaluation	Faculty Supervisor Institution Supervisor

Code	Learning Outcomes	Aligned PLO Code	Training Activities	Assessment Methods	Assessment Responsibility
			reports and documentation.	-Instatution Evaluation	
3.0	Values, autonomy, and responsibility				
3.1	Ethics and Professional Responsibility	KLO6	• Understand the role of ethics in engineering practices.	-Instatution Evaluation	Institution Supervisor
3.2	Project Management	KLO7	• Understand project management principles and apply them to manage engineering projects. • Develop skills in planning, executing, and evaluating engineering projects.	-Technical Report -Instatution Evaluation	Faculty Supervisor Institution Supervisor
3.3	Teamwork and Collaboration	KLO7	• Work effectively as part of a multidisciplinary team to achieve project goals. • Communicate ideas clearly and constructively in group settings.	-Technical Report -Instatution Evaluation	Faculty Supervisor Institution Supervisor
3.4	Adaptability and Lifelong Learning	KLO9	• Demonstrate the ability to adapt to new technologies and methodologies in engineering. • Recognize the importance of	-Technical Report -Instatution Evaluation	Faculty Supervisor Institution Supervisor

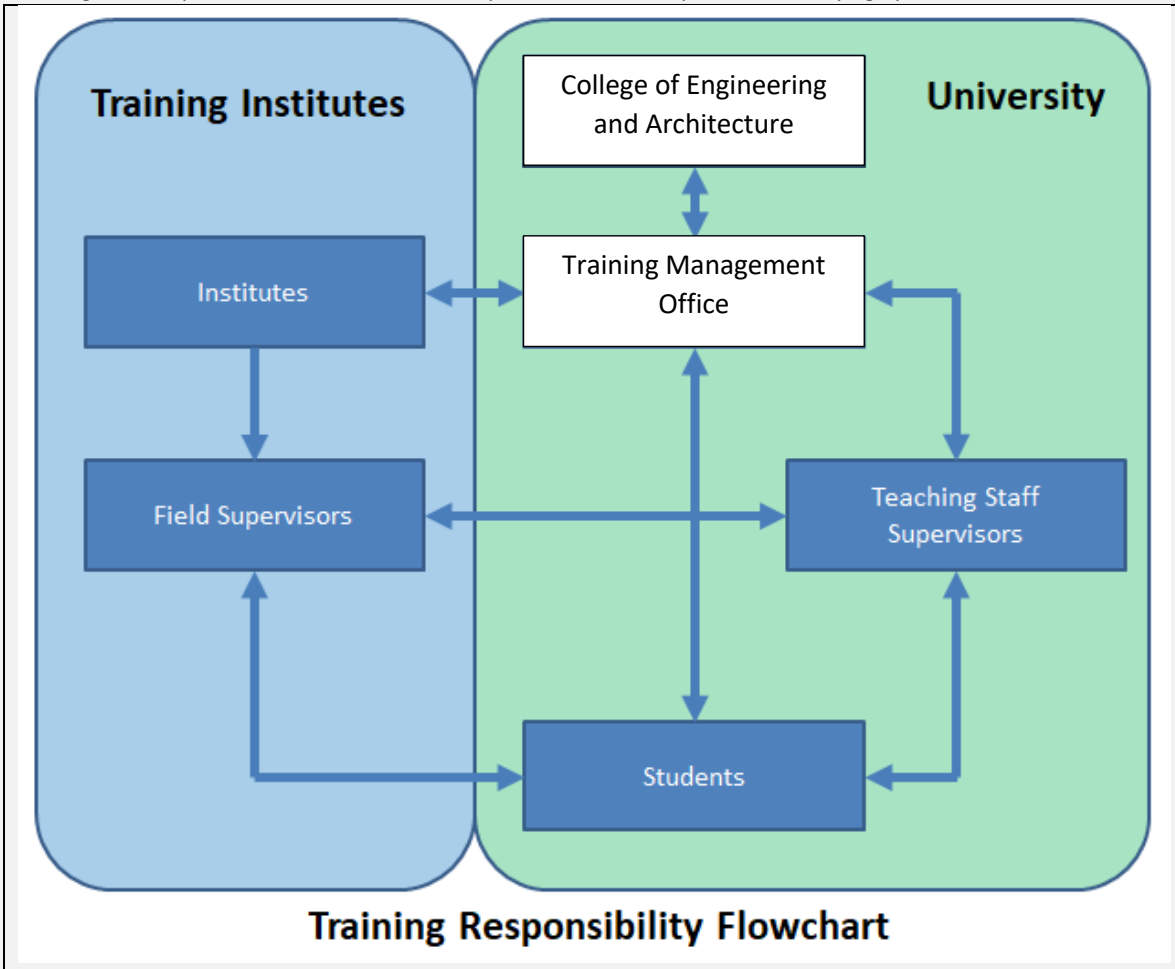
Code	Learning Outcomes	Aligned PLO Code	Training Activities	Assessment Methods	Assessment Responsibility
			continuous professional development in the engineering field.		
...					

*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.



Training Responsibility Flowchart

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			√		

Activities	Department or College	Teaching Staff	Student	Training Organization	Field Supervisor
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**
General Administration of Education in Makkah Al-Mukarramah Region		
General Presidency of the Grand Mosque and the Prophet's Mosque Affairs		
Saudi Electricity Company in Makkah		
Saudi Electricity Company - Capital Maintenance		
bin Ladin Saudi group Operating and Maintenance		
Security Forces Hospital in Makkah		
King Abdulaziz Specialist Hospital in Taif		
Project management Umm Al Qura University		
Umm Al-Qura Company for Development and Reconstruction		
Advanced Petrochemical Company		
The Royal Saudi Air Defense Forces		
Saudi Aerospace Engineering and Industry		
Saudi Electricity Company - Western Regeon		
The Saline Water Conversion Corporation (Shuaibah Desalination Plant)		
Saline water desalination plants in Jeddah COOP training		
Ministry of National Guard for the western sector		

Suggested Field Experience Locations	General Requirements*	Special Requirements**
Hijazi Housing Arts Foundation for General Contracting		
Hira General Hospital		
Smart Methods Trading Est		
Maternity and Children Hospital in the Holy Capital		
Al Tuwairqi Architectural Contracting Est		
Umm Al-Qura University General Administration of Utilities and Services		
The Association for Advocacy, Guidance and Awareness of Communities in Southern Makkah		
Al Noor Specialized Hospital		
Saud Al-Saadi and Partners Company		
King Abdulaziz University Vice Deanship for Projects		
Jazan Armed Forces Hospital Academic Affairs and Training		
Mohammed Mubarak Bin Abadi Trading Est		
Mohammed Saleh Bashrahil Hospital		
Makkah Region Development Authority		
Dr.'s office Nabil Muhammad Ali Abbas Engineering Consultants		
Saudi Airlines Real Estate Development Company		
Saudi Basic Industries Corporation (SABIC)		
The Holy Capital Secretariat		
Siemens Energy Co., Ltd.		
Taiba Airports Operation Company		
The Saline Water Conversion Corporation in Al-Qunfudhah		
Al-Bashaer Saudi Construction Company		
Department of laboratories, blood banks and regional laboratory in Makkah Al-Mukarramah Health		
The Saudi Water Academy at the Saline Water Conversion Corporation		
Independent System for Energy Company		
Operation and Maintenance Department of Armed Forces Hospitals in Taif Region for Academic Affairs		
General Administration of Education in Makkah Al-Mukarramah Region		
General Presidency of the Grand Mosque and the Prophet's Mosque Affairs		
Saudi Electricity Company in Makkah		

Suggested Field Experience Locations	General Requirements*	Special Requirements**
Saudi Electricity Company - Capital Maintenance		
bin Ladin Saudi group Operating and Maintenance		
Security Forces Hospital in Makkah		
King Abdulaziz Specialist Hospital in Taif		

* 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

Submissions for new institutes are sent to the concerned faculty for approval.

5. Safety and Risk Management

Potential Risks	Safety Actions	Risk Management Procedures
Turning Machines	Supervision when working near machines Safety sessions before visits to the area	No loose clothing allowed Turning objects should be caged
Falling objects	Helmet required at working area	Using nets or covers between levels when working with loose items
Electrical hazards	Safety sessions in first weeks to realize hazardous situations	Applying standards for electrical wiring

D. Training Quality Evaluation

Evaluation Areas/Issues	Evaluators	Evaluation Methods
Student's achievements, weaknesses, strengths, recommendations (Form)	Field supervisors	Indirect
Student's commitment to training, training quality (Form)	Teaching staff supervisors	Indirect
Training quality, training effectiveness	Students	Indirect
Overall learning, achievements, institute pros and cons. (Final report and oral interview)	Teaching staff supervisors	Direct

Evaluation Areas/Issues	Evaluators	Evaluation Methods

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	CIVIL ENGINEERING COUNCIL
Reference No.	THE FIFTEENTH SESSION OF THE ACADEMIC YEAR 1446
Date	30 APRIL 2025

