هيئة تقويم التعليم والتدريب
Education & Training Evaluation Commission

2023
TP-155

Field Experience Specification

Course Title:	**Cooperative Training**
Course Code:	**BIOE4101**
Program:	**Environmental Sciences**
Department:	**Biology**
College:	**Science**
Institution:	**Umm Al-Qura university**
Field Experience Version Number:	**Version 1**
Last Revision Date:	**31 /12/ 2024**

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A. Field Experience Details:

1. Credit hours:		
6 Credit Hours		
2. Level/year at which Field Experience is offered:		
Level 7 and continuous through the summer / 3rd year		
3. Time allocated for Field Experience activities		
(24 weeks)	(120 days)	(720 hours)
4. Corequisite (or prerequisites if any) to join Field Experience		
None		
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	Understand the mechanism followed to comply with environmental laws and legislation and the extent of their application	**K1**	• Daily attendance • Participating in the environmental work inside the training sites. Writing follow up reports	After the completion of training: (A)- Written report (15 %) (B)- Seminar (Departmental) (20 %)	
1.2	Identify the different environmental techniques used in environmental monitoring	**K2**			

Code	Learning Outcomes	Aligned PLO Code	Training Activities	Assessment Methods	Assessment Responsibility
	and assessment.				
1.3	Describe the importance of recycling household, industrial and agricultural waste and using it in various fields	**K3**			
1.4	Demonstrate role of biodiversity in enriching and balancing the ecosystem	**K4**			
2.0	**Skills**				
2.1	Apply practical knowledge and skill in his chosen area	**S1**	• Daily attendance • Discussion with academic and field supervisors. • Perform one or more specified tasks as a member of team.	• Final report • Final presentation and discussion. • Field supervisors evaluation • Academic supervisors evaluation	
2.2	Use critical thinking and develop creative solutions to Get familiar with practical problems during field condition and to overcome it	**S2**			
2.3	Acquire the skill to analyze their	**S3**			

Code	Learning Outcomes	Aligned PLO Code	Training Activities	Assessment Methods	Assessment Responsibility
	career prospects in various practical fields where environmental science can contribute				
3.0	**Values, autonomy, and responsibility**				
3.1	Demonstrate commitment to professional and academic values and ethics.	**V1**	-Perform one or morespecified tasks as a member of team. -Participating in the environmental work inside the trainingsites.	• Final presentation and discussion. • Field supervisors evaluation Academic supervisors evaluation	
...					

*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	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**
Ministry Of Environment Water & Agriculture		
National Center For Environmental Compliance		
National Center For Wildlife		
National Center for Waste Management		
Holy Makkah Municipality		
National Center for the Prevention and Control of Plant Pests and Animal Diseases		
Environmental laboratories		
National Center of Meteorology		
National Center for Vegetation Cover Development and Combating Desertification		
Saudi Water Authority. Wastewater Treatment		
ICWA POEWR		
GSCEC for Environment		
Environmental Pests and Public Health Laboratory		
The Saudi Investment Recycling Company(SIRC)		

*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

D. Training Quality Evaluation

Evaluation Areas/Issues	Evaluators	Evaluation Methods
Student Feedback on Effectiveness of Training	The students.	Questionnaires. Open discussion at the end of the training period.
Evaluation of Training	The staff members or by the Department	Final report of training course.

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	
Reference No.	
Date	