



Action plan

Act. 5.3 – Development of Practical Placement Programme

Acronym: WBC-VMnet

Project title: WBC Virtual Manufacturing Network – Fostering an Integration of the Knowledge Triangle,

Project number: 144684-TEMPUS-2008-RS-JPHES

Date: May 2010,

Location: EU, WBC



Revision Sheet

Release No.	Date	Revision Description
Rev. 1	10/05/2010	The first version of the document done by Project Coordinator.
Rev. 2		Final version of document with contribution and final acceptance by DIMEG

TABLE OF CONTENTS

1. Activity description	4
2. Responsible partners and persons, per countries	5
3. General time schedule May 2010 – July 2010	5

1. Activity description

A number of courses within curricula of engineering study incorporate practical placement of students. Practical placement takes place in a company selected by the student. Depending on the duration of the practical placement, the extent of the course is 3–9 ECTS credits. In the last ten years, in the period of transition to market economy and privatization, there was an important decline in higher education - industry relations, thus students of engineering did not have quality organized practical placement in industry. On the other hand, faculties and university do not support institutionally implementation of this obligatory course.

WBC-VMnet project envisages improving of existing practical placement realization at WBC engineering study. Project partners will develop sustainable Practical Placement Programme (PPP) for students, providing them the opportunity to gain practical experience of industry in an area that relates to their academic studies, and to further develop their professional, technical and interpersonal skills. Students thus have the opportunity to make use of their knowledge in practice and to tune it to the actual needs of the industrial environment. According to this programme students will work in the company for minimum 1 month (6ECTS).

PPP programme will specify mutual obligations and claims, for the host company and for the student, incorporated in the contract. CTC will perform all administrative and management activities. All interested students will fill up Application form, thus CTC can offer the interested companies with suitable students. The company will select the student according to the interview which will take place at CTC premises.

Benefits for enterprises and the companies will be in the input of fresh ideas and skills, developing links with universities and the opportunity to assess prospective employees. Students gain through obtaining a well rounded degree, having chance to apply their theoretical knowledge to real industry situations, and obtaining suitable experience recognized as part of the training requirement by the professional institutions. Instructions and manual will be published to disseminate information about this improved programme.

In order to promote and assess developed PPP programme 10 practical placement is planned for 10 students from WBC to EU partner institutions for 1 month. Also, 10 practical placements, for 10 students from PC to other PC will be realized during the second and third year. Besides, 80 practical placements will be undertaken in domestic enterprises, SMEs and the companies.

2. Responsible partners and persons (Working group - WG)

Responsible partner	Country	Status	Responsible person
DIMEG	Italy	Confirmed	Stefania Bruschi
UKG	Serbia	Confirmed	Vesna Mandić
REDASP	Serbia	Confirmed	Marijana Božić
UR	Croatia	Confirmed	Zoran Jurkovic
UL	Slovenia		Tomaž Rodič
UBL	Bosnia and Herzegovina	Confirmed	Živko Babić
UP	Montenegro	Confirmed	Mileta Janjić

3. General time schedule May 2010 – July 2010

10.05. UKG will contact not confirmed partners via e-mail for their confirmation of the responsibilities, and proposed action plan.

10.05. DIMEG will finalize and send Work and action plan for Act.5.4.

12.05. All responsible partners will send their comments and suggestions on proposed action plan

Task 5.4.1 Defining of PPP programme structure

Responsible partners: All (WG)

14.05. All responsible partners will send proposal of structure of PPP programme

18.05. DIMEG will merge proposals and send to all draft of PPP programme structure and content

Task 5.4.2 Collecting information and relevant supporting documents about existing PPP programme at partners' universities of EU and WBC partners, as well as worldwide PPP programmes' models

Responsible partners: All (WG)

21.05. All members of WG will collect information and relevant supporting documents about existing PPP programme at their universities (EU and WBC), and in the world generally (policy, procedures, application forms, agreements, reports, databases on available resources, evaluation procedures, ECTS numbers...)

25.05. All members of WG will send to DIMEG document (max. 5 pages) with description of collected information and ZIP file with supporting documents and useful links,

28.05. DIMEG will compile collected material from WG members and send it to all

31.05. All responsible partners will send their comments

Task 5.4.3 Development of PPP programme

Responsible partners: All (WG)

04.06. Analysis of PPP models and their wider applicability in the WBC region, by all WG members

04.06. DIMEG and UKG will delegate individual tasks to WG members, related to elaboration of draft of PPP programme

18.06. Elaboration of draft of PPP programme in accordance with PPP structure; it should define: procedure for administration and management of the programme, obligations for host organization (enterprise or company) and student, criteria for qualifying of enterprise/company as hosting organization, obligations of lecturer/professor, quality monitoring rules, related templates of application form, report etc).

25.06. DIMEG will compile individual contributions from WG members and prepare draft of PPP programme with all supporting documents

29.06. All WBC-VMnet partners will send their suggestions and comments for improvement of proposed PPP programme

30.06. Final revised version of PPP programme with all supporting documents, delivered by DIMEG

Task 5.4.4 Design of IFP programme promotional material

Responsible partners: UKG

16.07. Design of PPP flyer

23.07. Publishing of PPP manual, flyer and electronic promotional material on project WEB site

30.07 until the end of project - Printed version of PPP programme and all supporting documents are distributed to all partners, WBC universities, enterprises and their organizations, for further implementation

Timetable

Act. 5.4	Development of PPP programme											
	May				June				July			
	10.05	17.05	24.05.	31.05	07.06.	14.06	21.06.	28.06.	05.07.	12.07	19.07	26.07.
Preparatory activities												
Act. 5.4.1												
Proposals of PPP structure												
PPP structure												
Act.5.4.2												
Collecting information...												
Delivery of collected inf.												
Compilation of collected mat.												
Comments...												
Act.5.4.3												
Analysis of PPP models												
Delegation of individual tasks												
Elaboration of PPP draft												
Compilation of individual cont.												
Comments on draft of PPP												
Revised PPP programme												
Act.5.4.4												
Design of PPP flyer												
Publishing on web site												
Dissemination...												