



Field Experience Specifications

Course Title:	Professional Skills and Field Training	
Course Code:	2053204-3	
Program:	Bachelor of Biotechnology	
Department:	Department of Biotechnology	
College:	College of Science	
Institution:	Taif University	

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A. Field Experience Identification

1. Credit hours: 4 (3 Lecture, 1 Lab)
2. Level/year at which this course is offered: 9th level/3rd year
3. Dates and times allocation of field experience activities. <ul style="list-style-type: none"> • Number of weeks: (10) week • Number of days: (20) day • Number of hours: (60) hour
4. Pre-requisites to join field experience (if any): 2053103-3, Introduction to Genetic Engineering

B. Learning Outcomes, and Training and Assessment Methods

1. Field Experience Learning Outcomes

CLOs		Aligned PLOs
1	Knowledge and Understanding	
1.1	Illustrate the writing and presentation scales	K.2
1.2	List the lab and research training in biotechnology research, environmental and in industry.	K.5
2	Skills:	
2.1	Evaluate the training approaches in the biotechnology facilities in various sectors	S.3
2.2	Present the summary of field training in different biotechnology facilities	S.3
3	Values:	
3.1	Adopt the values and morals of teamwork	V2

2. Alignment of Learning Outcomes with Training Activities and Assessment Methods

Code	Learning Outcomes	Training Methods/Activities	Assessment Methods
1.0	Knowledge and Understanding		
1.1	Illustrate the writing and presentation scales	Lecture	Written reports
1.2	List the lab and research training in biotechnology research, environmental and in industry.	Lecture	Written reports
2.0	Skills		
2.1	Evaluate the training approaches in the biotechnology facilities in various sectors	Project	Written reports
2.2	Present the summary of field training in different biotechnology facilities	Project	Written reports
3.0	Values		
3.1	Adopt the values and morals of teamwork	Discussion	Presentation

3. Field Experience Learning Outcomes Assessment

a. Students Assessment Timetable

#	Assessment task*	Assessment timing (Week)	Percentage of Total Assessment Score
1	Introduction to the biotechnology professional training	Continues	10%

#	Assessment task*	Assessment timing (Week)	Percentage of Total Assessment Score
2	Training on advanced biotechnology facilities in department and Faculty.	5	15%
3	Training and Seminars using the core facilities laboratories and blood bank in Taif	6	10%
4	Training and Presentations in King Faisal Specialist Hospital & Research Centre, Jeddah	Continues	20%
5	Training and presentation Distillation Technology Research Institute, Jeddah Plant	9	5%
6	Writing reports and evaluation	10	40%

*Assessment task (i.e., Practical test, oral test, presentation, group project, essay, etc.)

b. Assessment Responsibilities

#	Category	Assessment Responsibility
1	Teaching Staff	Field visits, evaluation of student performance and reports.
2	Field Supervisor	Follow the presence of student and gaining the training
3	Others (specify)	

C. Field Experience Administration

1. Field Experience Locations

a. Field Experience Locations Requirements

Suggested Field Experience Locations	General Requirements*	Special Requirements**
Al Hada Military hospital	Lab Facilities	Biosafety course
Advanced biotechnology facilities in department and Faculty.	Lab Facilities	Biosafety course
The core facilities laboratories and blood bank in Taif	Lab Facilities	Biosafety course
King Faisal Specialist Hospital & Research Centre, Jeddah	Lab Facilities	Biosafety course
Distillation Technology Research Institute, Jeddah Plant	Lab Facilities	Biosafety course
Prinz Mansour Hospital	Lab Facilities	Biosafety course

*Ex: provides information technology ,equipment ,laboratories ,halls ,housing ,learning sources ,clinics etc.

**Ex: Criteria of the training institution or related to the specialization, such as: safety standards, dealing with patients in medical specialties, etc.

b. Decision-making procedures for identifying appropriate locations for field experience

1. The choice must be based on the collaboration of the locations
2. The locations supposed to be in the field of Biotechnology applications
2. Distribution of the student on various locations

2. Supervisory Staff

a. Selection of Supervisory Staff

Selection Items	Field Supervisor	Teaching Staff
Qualifications	Experiences in student training	Must be having PhD at least

Selection Criteria	Experiences	Experiences
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b. Qualification and Training of Supervisory Staff

(Including the procedures and activities used to qualify and train the supervisory staff on supervising operations, implementing training activities, the follow-up and evaluation of students, etc.)

3. Responsibilities

a. Field Experience Flowchart for Responsibility

including units, departments, and committees responsible for field experience, as evidenced by the relations between them.

1. Choices for the list of field training by department committees,
2. Contact with management of field training,
3. Time plan and task force for field training,
4. follow up the student by the supervisors and coordinator,
5. writing reports for each location and presentation with the supervisors.

b. Distribution of Responsibilities for Field Experience Activities

Activity	Department or College	Teaching Staff	Student	Training Organization	Field Supervisor
Selection of a field experience site	Biotechnology				
Selection of supervisory staff	Biotechnology				
Provision of the required equipment	Biotechnology				
Provision of learning resources	Biotechnology				
Ensuring the safety of the site	Biotechnology				
Commuting to and from the field experience site	Biotechnology				
Provision of support and guidance	Biotechnology				
Implementation of training activities (duties, reports, projects,)	Biotechnology				
Follow up on student training activities	Biotechnology				
Adjusting attendance and leave	Biotechnology				
Assessment of learning outcomes	Biotechnology				

Activity	Department or College	Teaching Staff	Student	Training Organization	Field Supervisor
Evaluating the quality of field experience	Biotechnology				
Others (specify)					

4. Field Experience Implementation

a. Supervision and Follow-up Mechanism

Field training visit and follow the student attendance on time

b. Student Support and Guidance Activities

Field training locations visit and evaluation through student report and presentation

5. Safety and Risk Management

Potential Risks	Safety Actions	Risk Management Procedures
Chemical Hazard	Washing	Avoiding to deals with chemicals without gloves and masks
Microbial infections	Follow the symptoms and diagnostics, if is required	Avoiding to deals with microbial samples without gloves and masks

G. Training Quality Evaluation

Evaluation Areas/Issues	Evaluators	Evaluation Methods
Illustrate the writing and presentation scales	Staff supervisor	Written reports
List the lab and research training in medical, biotechnology research, environmental and food industry.	Staff supervisor	Written reports
Utilize the biotechnology facilities in various sectors	Staff supervisor	Written reports
Introduce the basic research and production units	Staff supervisor	Written reports
The whole written project	Field training committee	Evaluation and presentation

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)

H. Specification Approval Data

Council / Committee	Department Council
Reference No.	7
Date	16-6-1443