

The Field Training System for the Students of the Faculty of Management Sciences

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Introduction

Lately there has been a concern world-wide that undergraduate programmes are not producing graduates with the kind of professional skills which are needed in the job market.

The employability debate is not a new one in Higher Education. The QAA in the UK as well as the National Authority for Quality Assurance and Accreditation of Education (NAQAAE) emphasized the importance of education for employability and thus most graduate attributes of UK and Egyptian Universities emphasize the importance of embedding employability with in its courses which requires focusing on the development of key skills and the importance of work experience.

Employability is not only having the capability of gaining initial employment but also the ability to maintain success and to advance on the job and also to obtain new employment in better positions if required.

According to the Dearing Report (1997)¹ as discussed in QAA meeting employability have 4 key areas:

- 1- Traditional intellectual/ thinking skills as critical evaluation and logical argument.
- 2- Communication and IT skills.
- 3- Personal attributes as motivation and self-reliance.
- 4- Knowledge of organizations and how they develop.

¹ Dearing R. (1997). Higher Education in the learning society. Report of the National Committee of Inquiry into Higher Education. HMSO, Norwich.

Due to the fact, that these skills require a real work experience so that the graduates face a true rather than a simulated experience, our faculty has imposed 2 training periods: one in year two and the other in year three.

Thus the Faculty of Management Sciences programmes, which are accredited by the Higher Education of Supreme Council, validated by the University of Greenwich and the National Authority for Quality Assurance and Accreditation of Education (NAQAAE) imposes that the students are required to complete two obligatory non-credit field training periods to be eligible for graduation. The first period is in their second academic year and the second one is in their third academic year each for a period of three weeks. The programmes were accredited September 2016 and therefore all students enrolled in the Faculty of Management Sciences from the academic year 2016-2017 are obliged to successfully complete the two field experience courses before graduation.

Students have to place themselves in field training with any public or private firm that matches their declared major or area of study. The faculty also offers some opportunities for field training in different companies and organizations.

1- The Field Training Objectives:

The main objective of the students' field training is that the students will gain practical experience in their field of studies through working in public or private companies.

This main objective is a triple-dimensional objective, so it has three subsidiary-objectives that could be stated as follow:

1.1 Students-related Objectives:

- Combining the students' academic knowledge with practical experience.
- Helping the students prepare an effective resume that could grant them an advantage over their peers who compete for the same job offers.
- Granting students practical employability skills required in the job market.
- Helping the students to take their first step in their career path.
- Enabling the students to start a network of business contacts.
- Offering an opportunity for the students to get a permanent job in their places of training after graduation.

1.2 Employers-related Objectives:

- Offering a pool of potential candidates, through enabling companies to get candidates that fit their needs.
- Reducing the cost of hiring new employees.
- Facilitating businesses contributions toward the community. Giving a chance for companies to take an active role towards the community thus proving them with opportunities for corporate social responsibility.

1.3 Faculty-related Objectives:

- Enriching the course discussions with new practical ideas brought by our students. (Students as active learners).

- Our best students can act as ambassadors in the job market, which will enhance the image of our faculty and build a stronger brand name for the graduates of our faculty.

2- Field Training Methodology

2.1 Student's Role

- Students have to analyze, understand and specify their skills, strengths, and weaknesses in order to be able to choose a suitable training experience.
- Then, students will find an opportunity for field training either on personal contacts or by through CPC at MSA training department or through the graduate unit of the faculty.
- The student must prepare a professional resume to be able to apply in different training opportunities.
- The students will apply for their training by filling the Field Training Registration Form on the faculty website under the supervision of the faculty members responsible for the field training in the Graduates Unit.

2.2 Field Training Registration and Follow-Up:

- The second and third-year students have to join the field training for three consecutive or non-consecutive weeks during the summer vacation or holidays.
- Students must submit a form that provides information about the company they seek to join.
- After the student completes his/her internship, he/she must fill "Student Evaluation of Field Training

Experience” form, in which the student reflects on this experience.

- Also, the supervisor at the training company needs to fill and submit two forms namely: “Field Training Supervisor Evaluation Form” and” Field Training Hours Form”

2.3 Evaluating the Internship Programs

- The Faculty of Management Sciences will analyze the submitted forms of trainers’ and supervisors’ evaluation in addition to students’ training attendance. According to the results of this analysis, the faculty will evaluate the student’s training experience in light of the previously stated training experience objectives. Then, the faculty will certify that the student has passed the course.
- The evaluation of the training programme will enable the faculty to improve the future training programmes as well as updating the courses with relevant information from the job market. This will help the faculty to provide a graduate with high employability skills who has a realistic understanding of job requirements.

2 -Field Training Forms

- 3.1 Employer’s Request for Field Training Candidates
- 3.2 Field Training Registration Form
- 3.3 Field Training Supervisor Evaluation Form
- 3.4 Student Evaluation of Field Training Experience
- 3.5 Field Training Hours Form
- 3.6 Field Training Follow Up Report