WED 128 – Workplace Education

Course Code	Course Name	Semester
WED 128	Workplace Education	Fall ☐ Spring ☒ Summer ☐

Hours			Credit	ECTS
Theory	**Practice**	**Lab**	2	1
0	4	0		

Course Details	
Department	Aerospace Engineering
Course Language	English
Course Level	Undergraduate ☒ Graduate ☐
Mode of Delivery	Face to Face ☒ Online ☐ Hybrid ☐
Course Type	Compulsory ☒ Elective ☐
Lecturer (s)	Departmental Academic Advisor & Workplace Mentor
Course Objectives	The primary objective of this course is to enable students to reinforce their theoretical and fundamental engineering knowledge, acquired during their undergraduate studies, through practical applications in a professional workplace environment. The aims are for students to familiarize themselves with the business world, corporate culture, organizational structures, and professional work processes. Experience practical approaches and modern tools used in solving engineering problems. Develop professional competencies such as teamwork, communication, taking responsibility, and professional ethics. Clarify their career goals and prepare for post-graduation professional life.
Course Content	This course requires students to spend one full day per week at a company in a relevant industry. The course content includes an introduction to the workplace, occupational health and safety training, observing different departments, actively participating in work processes, carrying out tasks under the supervision of a mentor, preparing weekly activity reports, and submitting a final report summarizing the entire experience at the end of the semester.
Course Method/ Techniques	Lecture ☐ Question & Answer ☐ Presentation ☐ Discussion ☐

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Prerequisites/ Corequisites	Must be a 1st-year student and have successfully completed all courses from the first semester.
Work Placement(s)	The placement continues for 16 weeks throughout the semester, requiring 1 full day (8 hours) per week.

Textbook/References/Materials

Workplace Education Guideline

Course Category

Mathematics and Basic Sciences	☐		Education	☐
Engineering	☒		Science	☐
Engineering Design	☐		Health	☐
Social Sciences	☐		Profession	☒

Weekly Schedule

No	Topics	Materials/Notes
1	University and Workplace Orientation, explaining expectations and the process	Workplace Education Guideline
2	Introduction to the Workplace: Corporate culture, organizational structure	Workplace Education Guideline
3	Observation and Familiarization: Meeting the mentor, observing departmental processes	Weekly Report
4	Taking on simple tasks and understanding the workflow	Weekly Report
5	Taking on simple tasks and understanding the workflow	Weekly Report
6	Carrying out small-scale tasks assigned by the mentor	Weekly Report
7	Carrying out small-scale tasks assigned by the mentor	Weekly Report
8	Carrying out small-scale tasks assigned by the mentor	Weekly Report
9	Carrying out small-scale tasks assigned by the mentor	Weekly Report
10	Carrying out small-scale tasks assigned by the mentor	Weekly Report
11	Taking on more comprehensive tasks	Weekly Report
12	Taking on more comprehensive tasks	Weekly Report

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13	Taking on more comprehensive tasks	Weekly Report
14	Documenting work according to technical standards	Weekly Report
15	Compiling all work and observations from the semester	Final Report Draft
16	Submission of the Final Report	Workplace Evaluation Form

Assessment Methods and Criteria

In-term studies	Quantity	Percentage
Attendance	16	30
Lab	-	-
Practice	-	-
Fieldwork	-	-
Course-specific internship	-	-
Quiz/Studio/Criticize	-	-
Homework	-	-
Presentation / Seminar	-	-
Project	-	-
Report	16	70
Seminar	-	-
Midterm Exam	-	-
Final Exam	-	-
Total		**100%**
Contribution of Midterm Studies to Success Grade	1	40
Contribution of End of Semester Studies to Success Grade	1	60
Total		**100%**

ECTS Allocated Based on Student Workload

Activities	Quantity	Duration (Hrs)	Total Workload
Course Hours	-	-	-
Lab	-	-	-
Practice	-	-	-
Fieldwork	-	-	-
Course-specific Work Placement	-	-	-
Out-of-class study time	-	-	-
Quiz/Studio/Criticize	-	-	-
Homework	-	-	-
Presentation / Seminar	-	-	-
Project	-	-	-
Report	16	2	32
Midterm Exam and Preparation for Midterm	-	-	-
Final Exam and Preparation for Final Exam	-	-	-
Total Workload			**32**

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Total Workload / 25	1.28
ECTS Credit	**1**

Course Learning Outcomes

No	Outcome
L1	Defines the organizational structure, culture, and work processes of a workplace where engineering applications are performed.
L2	Applies theoretical engineering knowledge to practical problems encountered in the workplace.
L3	Observes and uses modern engineering tools, software, and techniques relevant to their professional field.
L4	Communicates effectively within a team, takes responsibility for assigned tasks, and acts in accordance with professional ethics.
L5	Documents and presents observations and applications in accordance with technical reporting standards.
L6	Comprehends the practical importance of occupational health and safety regulations.

Contribution of Course Learning Outcomes to Program Competencies/Outcomes

Contribution Level: 1: Very Slight, 2: Slight, 3: Moderate, 4: Significant, 5: Very Significant

	P1	P2	P3	P4	P5	P6	P7	P8	P9	P10	P11					Total
L1	3	2	3	2	3	4	4	3	5	3	4					36
L2	4	4	5	4	3	4	3	3	3	4	2					39
L3	2	3	3	2	4	5	5	3	4	3	2					36
L4	5	3	4	5	5	3	3	5	2	3	2					40
L5	3	4	3	3	5	4	4	5	4	3	3					39
L6	3	4	3	3	5	4	4	5	4	3	3					41
															Total	231

i. The ability to integrate theoretical knowledge with practical applications; to possess sufficient knowledge of the operational, organizational, and cultural dynamics of a professional workplace.

ii. The ability to identify, analyze, and contribute to the solution of professional problems and tasks encountered in the workplace; the ability to adapt problem-solving methods to real-world business constraints and objectives.

iii. The ability to understand and execute workplace projects, processes, and tasks in accordance with defined requirements and deadlines; the ability to apply systematic approaches to assigned responsibilities.

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iv. The ability to effectively utilize modern professional tools, software, and technologies specific to the industry and job function; the ability to manage information and data within a professional context.

v. The ability to observe workplace practices, gather information, analyze business outcomes, and interpret feedback from supervisors and colleagues to improve personal and team performance.

vi. The ability to work effectively as a member of intra-departmental and cross-departmental teams and to collaborate with colleagues; the ability to manage individual responsibilities and work independently.

vii. The ability to communicate effectively both orally and in writing in a professional setting; proficiency in preparing clear professional correspondence, contributing to meetings, delivering effective presentations, and understanding and following workplace instructions.

viii. Awareness of the need for continuous professional development and lifelong learning; the ability to identify personal skill gaps, seek learning opportunities, and adapt to evolving industry trends and technologies.

ix. The ability to act in accordance with professional ethical principles; knowledge of corporate policies, professional responsibilities, and the standards of conduct expected in the workplace.

x. Knowledge of fundamental business practices such as project workflows, time management, and quality assurance; awareness of the importance of customer focus, efficiency, and innovation in a competitive environment.

xi. Knowledge of the impact of workplace activities on health, safety, and the environment; awareness of corporate social responsibility and the organization's role within the broader society and marketplace.

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