

COURSE OUTLINE

(1) GENERAL

SCHOOL	SCHOOL OF BUSINESS		
ACADEMIC UNIT	TOURISM AND ECONOMICS MANAGEMENT		
LEVEL OF STUDIES	UNDERGRADUATE		
COURSE CODE	TO0852	SEMESTER	8th
COURSE TITLE	WORK PLACEMENT		
INDEPENDENT TEACHING ACTIVITIES <i>if credits are awarded for separate components of the course, e.g. lectures, laboratory exercises, etc. If the credits are awarded for the whole of the course, give the weekly teaching hours and the total credits</i>		WEEKLY TEACHING HOURS	CREDITS
PLACEMENT (JULY-AUGUST) AND SUBMISSION OF A WRITTEN ASSIGNMENT		3	6
<i>Add rows if necessary. The organisation of teaching and the teaching methods used are described in detail at (d).</i>			
COURSE TYPE <i>general background, special background, specialised general knowledge, skills development</i>	SPECIAL BACKGROUND/SKILLS DEVELOPMENT		
PREREQUISITE COURSES:	NO		
LANGUAGE OF INSTRUCTION and EXAMINATIONS:	GREEK		
IS THE COURSE OFFERED TO ERASMUS STUDENTS	NO		
COURSE WEBSITE (URL)	http://www.tourem.aegean.gr/praktiki-askisi		

(2) LEARNING OUTCOMES

<p>Learning outcomes</p> <p><i>The course learning outcomes, specific knowledge, skills and competences of an appropriate level, which the students will acquire with the successful completion of the course are described.</i></p> <p><i>Consult Appendix A</i></p> <ul style="list-style-type: none"> • <i>Description of the level of learning outcomes for each qualifications cycle, according to the Qualifications Framework of the European Higher Education Area</i> • <i>Descriptors for Levels 6, 7 & 8 of the European Qualifications Framework for Lifelong Learning and Appendix B</i> • <i>Guidelines for writing Learning Outcomes</i> <p>The students' participation in the internship is mandatory, necessary for the successful completion of their studies. The internship period, on an annual base, is from the 1st of July until the 31st of August.</p> <p>The aims - purposes of the internship, and the associate course, are: a) the combination of the theoretical - scientific knowledge with the practical one, b) the initial acquaintance of students with the working environment of the tourism industry and c) the development of new - practical skills, related on the one hand with their studies and on the other hand with their future employment in the tourism industry. In this context, the students of the Department of Tourism Economics and Management are employed in paid jobs offered by tourism enterprises and organizations. In order to maximize learning outcomes, students are constantly supervised and consulted by a faculty member and an executive of the host institution.</p>

Individual learning outcomes of the internship are:

- the acquisition by the students of a basic, often first, work experience,
- the students' familiarization with the working environment of tourism enterprises and organizations,
- the acquaintance of students with potential future employers,
- the acquaintance of students with the particularities and special characteristics of working in the tourism industry,
- the acquaintance of students with the practical - realistic knowledge related to the management of tourism enterprises and organizations,
- the facilitation of students' orientation for their future studies and their future working life,
- the interconnection of the Department of Tourism Economics and Management with tourism enterprises and institutions, and the creation of a two-way communication and cooperation network,
- the utilization by tourism enterprises and institutions of new - updated knowledge in the fields of Economics and Management of Tourism.

General Competences

Taking into consideration the general competences that the degree-holder must acquire (as these appear in the Diploma Supplement and appear below), at which of the following does the course aim?

<i>Search for, analysis and synthesis of data and information, with the use of the necessary technology</i>	<i>Project planning and management</i>
<i>Adapting to new situations</i>	<i>Respect for difference and multiculturalism</i>
<i>Decision-making</i>	<i>Respect for the natural environment</i>
<i>Working independently</i>	<i>Showing social, professional and ethical responsibility and sensitivity to gender issues</i>
<i>Team work</i>	<i>Criticism and self-criticism</i>
<i>Working in an international environment</i>	<i>Production of free, creative and inductive thinking</i>
<i>Working in an interdisciplinary environment</i>	<i>.....</i>
<i>Production of new research ideas</i>	<i>Others...</i>
	<i>.....</i>

(3) SYLLABUS

- Teamwork,
- Decision-making,
- Showing social, professional and ethical responsibility,
- Respect for difference and multiculturalism,
- Working in an international environment,
- Adapting to new situations,
- Working in an interdisciplinary environment,
- Production of free, creative and inductive thinking.

(3) TEACHING and LEARNING METHODS - EVALUATION

<p>By participating the internship, students are developing special knowledge and skills related to the main subjects of Economics and Management of Tourism, more particularly:</p> <ul style="list-style-type: none"> • tourism development and planning, • special interest tourism, • social and environmental dimensions of tourism, • organization, operation and management of tourism enterprises and organizations, • financial management of tourism enterprises and organizations, • operation of the economics and accounting department, • marketing of tourism enterprises and organizations, • sales and reservations, • human resources management in tourism enterprises and organizations, • guest relations and public relations, • front office, F&B, warehouse and the other hotels' departments operation, • Total Quality Management. 									
<p style="text-align: center;">DELIVERY <i>Face-to-face, Distance learning, etc.</i></p>	<p>Two months face to face employment in a tourism enterprise or organization</p>								
<p style="text-align: center;">USE OF INFORMATION AND COMMUNICATIONS TECHNOLOGY <i>Use of ICT in teaching, laboratory education, communication with students</i></p>	<p>For each student, the enterprise - organization will provide the appropriate conditions (i.e., office, computer, software, or other equipment) and the necessary guidance - mentoring so that the trainee can acquire the desired knowledge – skills and meet the obligations of the job he/ she has been assigned.</p>								
<p style="text-align: center;">TEACHING METHODS <i>The manner and methods of teaching are described in detail. Lectures, seminars, laboratory practice, fieldwork, study and analysis of bibliography, tutorials, placements, clinical practice, art workshop, interactive teaching, educational visits, project, essay writing, artistic creativity, etc.</i></p> <p style="text-align: center;"><i>The student's study hours for each learning activity are given as well as the hours of non-directed study according to the principles of the ECTS</i></p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;"><i>Activity</i></th> <th style="text-align: center;"><i>Semester workload</i></th> </tr> </thead> <tbody> <tr> <td>Placement</td> <td style="text-align: center;">100</td> </tr> <tr> <td>Essay writing</td> <td style="text-align: center;">50</td> </tr> <tr> <td>Course total</td> <td style="text-align: center;">150</td> </tr> </tbody> </table>	<i>Activity</i>	<i>Semester workload</i>	Placement	100	Essay writing	50	Course total	150
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<p style="text-align: center;">STUDENT PERFORMANCE EVALUATION <i>Description of the evaluation procedure</i></p> <p><i>Language of evaluation, methods of evaluation, summative or conclusive, multiple choice questionnaires, short-answer questions, open-ended questions, problem solving, written work, essay/report, oral examination, public presentation, laboratory work, clinical examination of patient, art interpretation, other</i></p>	<p>The students' evaluation takes place via:</p> <ul style="list-style-type: none"> • report • essay <p>Language of evaluation: Greek.</p>								

<i>Specifically-defined evaluation criteria are given, and if and where they are accessible to students.</i>	
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(4) ATTACHED BIBLIOGRAPHY

Depending on the field of the Placement and the subject of the assigned essay.
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